

# Communication Plan

Preparing a communication plan for emergencies can help you and your family in the event something should happen. The phone system will most likely become unavailable after a disaster. This is almost always caused by overuse of the system. After a disaster, the long distance lines are usually more reliable than local lines. Ask a close friend or relative who lives out of Washington State to be your "family contact." After a disaster, your family contact may become a critical relay point to share information with other household members in the event you get separated. Your plan, however, depends on **everyone** knowing your out-of-area contact phone number.



## Steps You Can Take to Create a Communication Plan

- 1) Talk with you family before the disaster and discuss why you need to prepare and what types of disasters could keep your family apart.
- 2) Know the emergency phone number for the fire department, police and ambulance for the area you live in as well as having all family members knowing how and when to call 911.
- 3) Make sure everyone in your home knows the number(s) and how to call for help.
- 4) Have an out-of-state family member or close friend that every member of your family will call after a disaster.
- 5) Make sure everyone knows that number.
- 6) Share this information with your family, your children's school, and your supervisors at work.
- 7) Be prepared to take care of yourself and those around you for at least three days.

## Contact Cards

When a Disaster Strikes Know Your  
**OUT OF AREA PHONE CONTACT**

Your Name: \_\_\_\_\_  
Your Address: \_\_\_\_\_  
\_\_\_\_\_  
Home Phone: (\_\_\_\_) \_\_\_\_\_  
Work Phone: (\_\_\_\_) \_\_\_\_\_  
  
Out-of-State Contact: \_\_\_\_\_  
Primary Phone: (\_\_\_\_) \_\_\_\_\_  
Alternate Phone: (\_\_\_\_) \_\_\_\_\_  
Email: \_\_\_\_\_

When a Disaster Strikes Know Your  
**OUT OF AREA PHONE CONTACT**

Your Name: \_\_\_\_\_  
Your Address: \_\_\_\_\_  
\_\_\_\_\_  
Home Phone: (\_\_\_\_) \_\_\_\_\_  
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