

ENVIRONMENTAL HEALTH
PREPAREDNESS TOOLKIT
FOR MOBILE HOME AND RECREATIONAL
VEHICLE PARKS

OWNERS, OPERATORS AND/OR MANAGERS



Florida Department of Health
Division of Disease Control and Health Protection
Bureau of Environmental Health

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I. INTRODUCTION

The information in this toolkit is intended to be used as a guidance document for mobile home and recreational vehicle park owners, operators and/or managers when developing an emergency preparedness plan. Once the emergency plan is developed, it is recommended that employees, as well as park residents, are informed that the park has an emergency preparedness plan and/or receive a copy of the park's emergency preparedness plan so that they familiarize themselves with it.

An important consideration in any emergency situation is the ability to coordinate with local responding agencies and personnel. It is imperative that individuals work in conjunction with and assist emergency personnel as directed or instructed.

II. PLANNING

To be better prepared for an emergency or disaster, plan the steps needed to protect residents and visitors in the mobile home or RV park. Create checklists or emergency action plans with information on actions to take prior to, during, or after an emergency or disaster.

The actions taken in the initial minutes of an emergency are very important. Promptly warning staff, residents, and visitors to evacuate or shelter in place can potentially save lives. Having park staff (operator, manager at a minimum) trained to administer first aid or CPR can be beneficial and save a life.

The first step when developing an emergency plan or checklist is to contact the local county emergency management. Staff at these agencies can assist with obtaining the information needed for the plan (is the park in a flood zone, nearest shelter location for evacuations, etc.) and can assist with training needs (e.g., evacuation training, first aid).

The second step, and one that local emergency management can assist with, is to conduct a risk assessment to identify potential emergency scenarios for the park, whether the incident is man-made or natural. An understanding of what can occur will aid in determining resource requirements and developing emergency plans.

When an emergency or disaster occurs the first priority is always life safety. The second priority is the stabilization of the incident. There are several actions that can be taken to stabilize an incident and minimize potential damage. Having staff and residents trained in first aid, CPR, how to use a fire extinguisher or how to contain a small chemical spill can help minimize the impact of an emergency.

Severe weather occurs frequently in Florida, particularly during the summer months. Some severe weather incidents can be forecast hours before the park is impacted, such as thunderstorms or tropical systems, providing time to protect the park, residents and visitors as much as possible. An emergency plan should have a list of supplies and equipment that are available at all times and can be used to protect the park.

The following are items to consider for the emergency plan and/or checklist:

- ☐ Coordinate with local county emergency management and conduct a risk assessment to determine the types of hazards that could affect the mobile home or RV park.

- ☐ Assess the availability and capabilities of resources for stabilization of an incident. Resources include people, systems and equipment available within the park and/or from external sources.
- ☐ Talk with public emergency services (e.g., fire, police, emergency medical services) to determine their response time to the park, knowledge of the park and its hazards and their capabilities to stabilize an emergency within the park.
- ☐ Consider establishing a team of volunteers to assist with emergencies within the park and recommend training for the team members. Local county emergency management can recommend trainings.
- ☐ Recommend to all residents that they create or update their family/personal emergency plan and emergency plan for residents who have pets.
- ☐ Provide a list of safety issues that park residents can address prior to an emergency or disaster, to make the mobile homes or RVs safer (i.e., tie down LPG tanks; installation of smoke and carbon monoxide detectors).
- ☐ Provide a map of the park with all entrances and exits clearly marked, including a “delivery only” entrance/exit that can be accessed during an emergency.
- ☐ Offer mobile home and RV park residents with maps of major routes out of the area.
- ☐ Offer maps and/or addresses for safe sites in the community that agencies use for emergency sheltering.
- ☐ Can traffic travel two directions throughout the park? Ensure this information is noted on park maps.
- ☐ Is there a plan to evacuate the park one section at a time?
- ☐ Is any section of the park easier to evacuate than other sections, maybe due to layout of the park? Is there a plan to evacuate this section first or last?
- ☐ If there are households that need special assistance to evacuate do these residents have family emergency plans in place?
- ☐ Does the park have a signaling device (siren, loudspeakers, bullhorns, etc.) that can be used to mass-notify residents of an impending emergency?
- ☐ Recommend residents and visitors have an emergency/weather radio (especially one that has a NOAA channel programmed) as a source of information or download an emergency notification app onto their smartphone.
- ☐ Coordinate with local county emergency management and/or a structural engineer to determine if there is a building within the park that can function as a safe building for park residents when a tornado warning is issued.
- ☐ Prior to an emergency or disaster evacuation information can be posted in the park’s clubhouse, laundry room or other locations that residents and visitors can access. Providing this information enables residents and visitors to take personal responsibility for themselves during an emergency.
- ☐ Suggest recommending that park residents and visitors make plans to go to stay with friends and family if possible.

The items listed above are provided as suggestions and are not the only items to consider. Coordinate with local county emergency management for more information.

III. PROTECTIVE ACTIONS FOR LIFE SAFETY

Whether an emergency is due to a hazard within a building (i.e., club house), mobile home or RV, such as a fire or chemical spill; a transportation incident, such as the release of a hazardous substance due to an accident on a nearby highway or rail system; or a natural incident occurring, the emergency plan or checklist should include the following information:

- Evacuation
- Sheltering
- Sheltering-in-Place

A. EVACUATION

If residents and visitors need to evacuate due to an emergency or disaster, local county emergency management will announce which facilities will be opened as an emergency shelter.

Coordinate evacuation with residents who may require assistance, including but not limited to people with disabilities, those who have access and/or functional needs and those who have limited English proficiency.

Inform residents of the possibility of an evacuation or of an imminent evacuation as soon as such information is available from local officials.

Coordinate with local county emergency management and/or assist with the evacuation of residents or visitors who are unable to evacuate on their own.

When possible, remind residents to take their emergency preparedness kit with them, especially if evacuating from a mobile home to a shelter.

Monitor RV evacuation to ensure that each evacuating RV does not block other evacuating RVs and to ensure RV drivers head for the correct exit.

If the park is to be evacuated by sections, it is important that residents and visitors are aware of this prior to an actual evacuation.

Remind residents to take their pets and pet supplies when evacuating but understand that pets may not be allowed into all shelters. Providing a list to residents and visitors of pet friendly shelters or pet friendly hotels can ease some stress.

B. SHELTERING

Sheltering may be appropriate when the conditions requiring sheltering are expected to last only a short time, such as during a severe thunderstorm or tornado warning.

If a severe thunderstorm is approaching, monitor weather sources in case a tornado warning is issued. Early warning is important. If a tornado warning is broadcast everyone should move to the strongest place in the mobile home,

usually a closet, and away from doors and windows. If the mobile home or RV park has a building designated as an emergency shelter and if moving can be done safely, suggest sheltering in the emergency shelter.

Just as when a tropical system is approaching the area, a mobile home or RV park may receive several hours' notice of the possibility of an evacuation when a wildfire occurs, yet there are times when little to no notice is provided. A wildfire is an uncontrolled fire that can spread quickly. Drought, winds and extreme heat can make a fire bigger, faster and more dangerous. This is one reason residents and visitors should be encouraged to have an emergency supply kit packed and ready to go at all times.

Though Florida is the lightning capital of the U.S., lightning is not the only cause of wildfires in the state. Humans, whether through arson or an accident, are the leading cause of wildfires in Florida.

C. SHELTER-IN-PLACE

If a mobile home or RV park is located near a major transportation line (highway or railroad) an accident could cause the release of a chemical. If local officials announce that all persons in the area of the park should shelter-in-place, then all park residents and visitors should go to their home and RV and take the following precautions:

- Take pets inside if possible.
- Close doors and windows and turn off all ventilation, including furnaces, air conditioners, vents, fireplace dampers and fans.
- Seek shelter in an internal room and take the emergency supply kit.
- Depending on how close the park is to the chemical incident, it may be recommended that the room be sealed with duct tape and plastic sheeting.
 - Cut the plastic sheeting several inches wider than the openings.
 - Duct tape plastic at corners first and then tape down all edges.
 - Be prepared to improvise and use what is on hand to seal gaps, creating a barrier between people and any contamination.

If people are near a contaminated area outside, quickly decide what is the fastest way to find clean air:

- Move away immediately, in a direction upwind of the source of a chemical incident.
- Find the closest building to shelter-in-place. This may mean sheltering with a neighbor if the resident's mobile home or RV is in contaminated air.

It is important that all visitors and residents of the mobile home or RV park are told to stay in the shelter until notified by officials that it is safe to come outside.

D. INCIDENT STABILIZATION

Actions including firefighting, administering medical assistance, advising mobile home and/or RV park residents and visitors when notified that a chemical incident is no longer ongoing, returning after a tropical system has impacted or coming outside to assess damages and injuries after a severe thunderstorm occurred is known as stabilizing an emergency.

Depending upon the response time and capabilities of public emergency services and the hazards and resources within the park, more may be done to be better prepared for these types of incidents. As the owner, operator or manager of a mobile home or RV park, you may choose to do nothing more than call for help and recommend the residents and visitors evacuate. However, you should still prepare an emergency plan that includes protective actions for life safety and accounting for all residents and visitors.

IV. CARBON MONOXIDE

In the aftermath of a disaster (e.g., storms, hurricane, flooding waters, etc.), it is important to avoid and prevent exposure to carbon monoxide (CO) due to use of gas-powered appliances and charcoal or gas grills.

CO is an invisible, odorless, and tasteless gas that is highly poisonous. CO may cause fatigue, weakness, chest pains for those with heart disease, shortness of breath upon exertion, abdominal pain, vomiting, headaches, confusion, lack of coordination, impaired vision, loss of consciousness, and in severe cases, death.

Recommend the following precautions to help prevent CO poisoning:

- **DO NOT** burn charcoal or gas grills inside a house, garage, vehicle, tent, or fireplace.
- **NEVER** use a generator indoors, including in homes, garages, basements, crawl spaces, and other enclosed or partially enclosed areas, even with ventilation. Opening doors and windows or using fans will not prevent CO build-up in the home.
- **ALWAYS** keep portable generators or gasoline engines outside and at least 20 feet away from open windows, doors, window air conditioners, or exhaust vents that could allow CO to come indoors. Follow the instructions that come with your unit.
- **INSTALL** battery-operated CO alarms or plug in CO alarms with battery back-up in your home per the manufacturer's installation instructions. The CO alarms should be certified to the requirements of the latest safety standards for CO alarms (UL 2034, IAS 6-96, ASTM D6332, or CSA 6.19.01).
- **TEST** your CO alarms per the manufacturer's recommendations and replace dead batteries.
- **REMEMBER** that you cannot see or smell CO and portable generators can produce high levels of CO very quickly.

If you start to feel sick, dizzy, or weak while using a generator, get to fresh air RIGHT AWAY. DO NOT DELAY.

If you suspect CO poisoning, call your nearest Florida Poison Information Center at 1-800-222-1222. If the victim has collapsed or is not breathing, call 911 immediately.

For more information about indoor air quality, contact the Florida Department of Health's Indoor Air Toxics Hotline at 1-800-543-8279, your county health department, or visit www.FloridaHealth.gov/environmental-health/indoor-air-quality/index.html.

V. ATTACHMENTS

- A. Flooding
- B. Be Hurricane Ready
- C. Wildfires
- D. Sewage
- E. Frequently Asked Questions – Boil Water Notices
- F. Water Testing and Disinfecting Your Well
- G. Mosquito-Borne Disease Prevention
- H. Emergency Response Plan for Business
- I. Planning checklist for Mobile Home/RV Parks
- J. Hazard Vulnerability Analysis
- K. Mobile Home/RV Park's Emergency Contact List
- L. Disaster Supply Kit
- M. Evacuations
- N. Evacuation Order: Checklist
- O. Evacuation: Shelter Information
- P. Pets
- Q. American Red Cross: Fact Sheet on Shelter-in-Place
- R. Sinkholes

A. FLOODING

When returning to a home that's been flooded after natural disasters such as hurricanes and floods, be aware that the mobile home may be contaminated with mold or sewage, which can cause health risks for your family. Keep children, sick persons and pets out of the flood-affected area until cleanup is completed.

When first reentering the home

Try to return to the home or RV during daylight hours. If it is dark use battery-powered flashlights and lanterns rather than candles, gas lanterns or torches.

- If the mobile home or RV is surrounded by water, use caution when returning as the foundation may have shifted causing the home to be unstable.
- If there is standing water in the home or RV but the main power can be turned off without standing in water and with dry hands, turn off the power.
- **NEVER turn power off, on, or use an electric tool or appliance while standing in water.** Call an electrician.
- Have an electrician check the mobile home or RV's electrical system before turning power on again.
- If there is an odor of gas or suspect a leak, turn off the main gas valve, open all windows and leave the mobile home or RV immediately.
- **Do not** turn on the lights or do anything that could cause a spark. Notify the gas company or fire department.
- If the mobile home or RV has been closed up for several days, enter briefly if safe to do so, to open doors and windows to let the home or RV air out for at least 30 minutes before returning for any length of time.
- If the mobile home or RV has been flooded and has been closed up for several days, assume there is mold.
- Watch out for animals, especially poisonous snakes. Use a stick to poke through debris before grabbing it.
- If the mobile home or RV has been flooded, it may also be contaminated with sewage. (See Attachment D for more information.)

Additional information can be found at:

- <https://www.cdc.gov/disasters/cleanup/facts.html>
- https://www.cdc.gov/mold/pdfs/Homeowners_and_Renters_Guide.pdf
- <https://www.cdc.gov/disasters/floods/after.html>
- [Flooded Homes Cleanup Guidance | US EPA](#)
- [Cleaning and Sanitizing with Bleach After Natural Disasters and Severe Weather \(cdc.gov\)](#)

B. BE HURRICANE READY

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Vision: To be the Healthiest State in the Nation

Ron DeSantis
Governor

Joseph A. Ladapo, MD, PhD
State Surgeon General

BE HURRICANE READY

Tropical Storm Watch Tropical storm conditions (sustained winds of 39 to 73 mph) are <i>possible</i> within the specified area within 48 hours. These winds may be accompanied by storm surge, coastal flooding and/or river flooding.	Hurricane Watch Hurricane conditions (sustained winds of 74 mph or higher) are <i>possible</i> within the specified area. A hurricane watch is issued 48 hours in advance of the anticipated onset of tropical storm-force winds.
Tropical Storm Warning Tropical storm conditions (sustained winds of 39 to 73 mph) are <i>expected</i> somewhere within the specified area within 36 hours. These winds may be accompanied by storm surge, coastal flooding and/or river flooding.	Hurricane Warning Hurricane conditions (sustained winds of 74 mph or higher) are <i>expected</i> somewhere within the specified area. The hurricane warning is issued 36 hours in advance of the anticipated onset of tropical storm-force winds.

Before the Storm

Hurricane season starts on June 1 for Florida and ends on November 30. Before hurricane season each year, involve your entire family in planning and practicing how to stay healthy, informed, calm and connected during an emergency.

Develop A Plan

- ❖ Discuss temporary shelter arrangements with friends and family.
- ❖ Plan an evacuation route that avoids flood-prone roads and bridges.
- ❖ Locate the nearest shelter and different routes you can take to get there from the mobile home or RV.
- ❖ **Prepare an emergency contact list.**
- ❖ Include plans for pets. Pre-identify shelters, a pet-friendly hotel or an out-of-town friend or relative where pets can go during an evacuation.
- ❖ Local animal shelters may be able to offer advice on what to do with pets if an evacuation is necessary.

- ❖ Register with local county emergency management and/or Florida Division of Emergency Management for storm updates, shelter openings, evacuation notices and more.
- ❖ Check with the local county emergency management for advice on what to do if you or a loved one is older, disabled or has special medical needs and won't be able to leave quickly.

Prepare An Evacuation Kit

- ❖ One (1) gallon of water per person, per day for at least three (3) days.
- ❖ Include a three (3) day supply of non-perishable food for each person in your household.
- ❖ Take cellphones with chargers and backup batteries.
- ❖ Include personal items like clothing, hygiene items (wash cloth, towel, soap, tooth brush, toothpaste, comb, etc.) and bedding.
- ❖ Include health and safety items like flashlights, a first aid kit, prescription medications, sunscreen and bug repellent.

- ❖ Include important documents and photos of any valuables left inside the residence.

As the Storm Approaches

Once an evacuation order is issued for your area, be prepared to evacuate immediately. **A RV, mobile home or manufactured home can be destroyed by tropical storm-force winds.**

Stay Informed and Ready

- ❖ Watch for news from the National Weather Service.
- ❖ Review the emergency plan and consider evacuating early.
- ❖ Make sure the cellphones and extra charging batteries are fully charged.
- ❖ Fill the gas tank of the vehicle.
- ❖ Move vehicles into a garage or under cover if possible.

Prepare the Home and Evacuate

- ❖ Turn the refrigerator and freezer to the coldest settings.
- ❖ Move valuable items away from windows or take them when evacuating.
- ❖ Clear the yard. Make sure there is nothing that could blow around during the storm and damage the home.
- ❖ Bring in or anchor down bikes, outdoor furniture, grills, planters, propane tanks and building materials.
- ❖ Shut off the water, electricity and gas supply if you see flooding, downed power lines or you have to leave the home.
- ❖ Fill clean water containers with drinking water in case the water supply goes off.
- ❖ Fill sinks and bathtubs with water for washing or toilet flushing.
- ❖ **Never drive through flooded areas.**

After the Storm

Emergency services may not be available for days or weeks. This is when most storm-related injuries and deaths occur.

Before Returning Home

- ❖ Stay tuned to local media for updates and return only after it is reported safe to do so.
- ❖ Have a picture I.D. with current address when returning. Some areas may be open to residents only.
- ❖ Drive only if necessary and avoid flooded roads or standing water.

Stay out of Floodwater

- ❖ Always follow warnings about flooded roads.
- ❖ Don't drive in flooded areas – cars or other vehicles won't protect you from floodwaters.
- ❖ Wash hands with soap and water if you touched floodwater. If you don't have soap or water, use alcohol-based wipes or sanitizer.

Stay Safe at Home

- ❖ **Watch for** fallen power lines that may be covered by debris.
- ❖ **Do Not** touch downed or dangling power lines.
- ❖ **Do not** walk in water (may be contaminated with sewage or chemicals) or over piles of debris.
- ❖ **Beware** of snakes, insects and animals driven to higher ground or seeking a dry place.
- ❖ Make sure the home is stable and be careful when entering.
- ❖ If the electricity is out, use flashlights instead of candles.
- ❖ Only operate equipment, such as generators and chainsaws, that you are trained to use.
- ❖ **Never** use portable gasoline or coal-burning equipment or camp stoves inside the home, garage or other enclosed space.
- ❖ **Use a battery-operated or battery backup carbon monoxide detector** any time a generator or anything that burns fuel is used.

C. WILDFIRES

If the mobile home or RV park has abundant flammable vegetation, the home or RV could be vulnerable to wildfires. Wildfires are usually triggered by lightning or accidents but can be caused by arson. Wildfires can spread quickly, igniting brush, trees and homes/RVs.

1. To prepared for a wildfire suggest residents take the following actions.
 - Ensure that a disaster supply kit and important papers are placed near an exit, ready to grab if evacuation is announced.
 - Ensure that an address sign or lot number is clearly visible from the road.
 - Keep lawns trimmed and roof and rain gutters free from debris such as dead limbs and leaves.
 - Stack firewood at least 30 feet away from the home or RV.
 - Have chimneys, wood stoves and all home heating systems inspected and cleaned annually by a specialist.
 - Remove branches hanging above and around the chimney.
2. If a wildfire threatens homes, and time permits, suggest residents take the following precautions.
 - Turning off propane tanks.
 - Placing combustible patio furniture inside if possible.
 - Wet shrubs within 15 feet of the mobile home or RV.
 - Closing windows, vents, doors, blinds, or noncombustible window coverings. Removing flammable drapes and curtains.
 - Closing all interior doors and windows to prevent drafts.
 - If advised to, evacuate immediately.

Additional information can be found at:

- <https://www.ready.gov/wildfires>
- https://www.fdacs.gov/Forest-Wildfire/Wildland-Fire/Fire-Prevention/Be-Wildfire-Ready/?gclid=EAlalQobChMI0MTt4emU8AIVBgmGCh0sPA7fEAMYASAAEqJzdPD_BwE
- <https://www.redcross.org/get-help/how-to-prepare-for-emergencies/types-of-emergencies/wildfire.html>
- [https://www.nfpa.org/-/media/Images/Public-Education/By-topic/Outdoors/7-Firewise-Tips-\(1\).pdf](https://www.nfpa.org/-/media/Images/Public-Education/By-topic/Outdoors/7-Firewise-Tips-(1).pdf)

D. SEWAGE

Sewage is liquid and solid material that overflows or leaks from toilets, broken sewage pipes, septic systems and overflowing rivers and streams. Untreated sewage contains disease-causing organisms such as bacteria, viruses and parasites, and can have short- and long-term health effects such as diarrhea, fever, cramps, vomiting and major infections.

Remember: Whenever the water table is high, or the sewage system is threatened by flooding there is a risk that sewage will back up into the mobile home or RV. The only way to prevent this backup is to relieve pressure on the system *by using it less*.

Sewage spills in and/or around a mobile home or RV should be cleaned as soon as possible.

Keep children and pets out of the area until clean-up has been completed.

- Wear rubber boots and waterproof gloves.
- Thoroughly wash hands after completing the clean-up.
- Launder clothes worn while cleaning up separately and in hot water.

Additional information can be found at:

- <https://www.cdc.gov/healthywater/emergency/sanitation-wastewater/septic.html>
- <https://nasdonline.org/1970/d001564/flooded-private-sewage-systems-safety-sanitation-and-clean.html>
- <https://www.doh.wa.gov/Emergencies/BePreparedBeSafe/SevereWeatherandNaturalDisasters/SewageSpillsCleaningThemUp>
- <https://www.epa.gov/ground-water-and-drinking-water/septic-systems-what-do-after-flood>
- <https://www.neha.org/eh-topic/preparedness-response-septic-systems>
- <https://www.epa.gov/septic/septicsmart-homeowners>
- https://www.epa.gov/sites/production/files/2015-11/documents/2005_09_22_faq_fs_whattodoafteraflood_septic_eng.pdf
- <https://www.epa.gov/septic>
- https://www.epa.gov/sites/production/files/2015-06/documents/2007_04_30_nps_toolbox_other_epa_notinmysepticmagnet.pdf

E. FREQUENTLY ASKED QUESTIONS – BOIL WATER NOTICES

Mission:

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Vision: To be the Healthiest State in the Nation

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State Surgeon General

FREQUENTLY ASKED QUESTIONS: BOIL WATER NOTICES


A boil water notice is issued to protect consumers when it is possible that drinking water has been contaminated by microorganisms that can cause illness (i.e. germs or pathogens).

What is the proper way to disinfect my water so that it is safe to drink?

To be safe, you can disinfect tap water using the procedures below.

- ❖ Do not rely on unverified methods for contaminating water.
- ❖ If water is cloudy, let it settle and filter it through a clean cloth, paper towel or coffee filter. This will help the disinfection process. 
- ❖ If you have any extra water, put it in containers that were disinfected.
- ❖ Containers for water should be rinsed with a bleach solution of one tablespoon of bleach per gallon of water before using them.
- ❖ Use a container that has a cap or cover for disinfecting and storing water for drinking. This will help prevent contamination.

Boil water:

- ❖ Bring water to a rolling boil for at least one minute to kill pathogenic bacteria, viruses and protozoa. 
- ❖ To improve the flat taste of boiled water, add one pinch of salt (depending upon health conditions) to each quart or liter of water, or pour the water from one clean container to another clean container several times.

Using household bleach:

- ❖ Add eight drops of plain unscented household bleach (four to six percent strength), which is about 1/8 teaspoon or

dime-sized puddle, per gallon of water. Do not use color safe bleach, bleaches with added cleaners or scented bleach as the chemicals are harmful to consume.



- ❖ If a higher strength bleach is used (up to 8.25 percent strength), only add six drops of bleach.
- ❖ Mix the solution and let it stand for 30 minutes.
- ❖ If the water is cloudy after 30 minutes, repeat the procedure one time.
- ❖ If the chlorine taste is too strong, pour the water from one clean container to another and let stand for a few hours before use.

Other disinfection methods:

Note: Follow the instructions on the product label as each product may have a different strength.

- ❖ Five drops of Iodine (two percent tincture) can be added to each quart or liter of water to be disinfected.

- Water that has been disinfected with iodine is NOT recommended for pregnant women, people with thyroid problems, those with known hypersensitivity to iodine or for continuous use for more than a few weeks at a time.

<https://www.cdc.gov/healthywater/drinking/travel/index.html>

- ❖ If the water is cloudy or colored add 10 drops of iodine.
- ❖ Stir and let the water stand for at least 30 minutes before use.
- ❖ Water disinfection tablets (available at sporting goods departments or stores) that

contain chlorine, iodine, chlorine dioxide or other disinfecting agents may also be used.

How should I wash my hands while using water under a boil water notice?

- ❖ When using a public water supply, your tap water is safe for basic personal hygiene, especially when you wash hands vigorously with soap for 20 seconds.
- ❖ If you are washing your hands to prepare food, if possible, you should use hand soap with either bottled water or tap water that has been disinfected.

Is potentially contaminated water (where the likelihood of *Cryptosporidium* is not significant) safe for washing dishes or clothes?

- ❖ Yes, the water is safe to use if you soak hand-washed dishes for one minute in a bleach solution made of one tablespoon of bleach per gallon of water after washing and rinsing them. Allow dishes to completely air dry.
- ❖ Most household dishwashers do not reach the proper temperature to sanitize dishes.
- ❖ Yes, it is safe to wash clothes in tap water.

Is potentially contaminated water safe for bathing and shaving?

- ❖ The water may be used for showering, bathing, shaving and washing if care is taken not to swallow or allow water in your eyes, nose or mouth.
- ❖ Children and disabled individuals should have their bath supervised to ensure water is not ingested. The time spent bathing should be minimized.
- ❖ Though the risk of illness is minimal, individuals who have recent surgical

wounds, have compromised immune systems or have a chronic illness may want to consider using bottled water or tap water that has been boiled and cooled for cleansing until the boil water notice is lifted.

How should I wash fruits and vegetables and make ice?

- ❖ Fruits and vegetables should be washed with water that has been boiled and cooled, with commercially-available bottled water or water that has been properly disinfected.
- ❖ Ice should be made with boiled water, bottled water or disinfected water.

What if I have already consumed potentially contaminated water?

- ❖ Even if someone has consumed potentially contaminated water from either a public water system or a private well, the likelihood of becoming ill is low.
- ❖ Anyone experiencing symptoms such as diarrhea, nausea, vomiting and abdominal cramps, with or without fever, should seek medical attention.

What infectious organisms might be present in contaminated water?

- ❖ Major organisms of concern are protozoa, such as *Giardia* and *Cryptosporidium*; bacteria, such as *Shigella*, *E. coli* and *Salmonella* and viruses, such as *Norovirus* and hepatitis A.
- ❖ These organisms usually affect the gastrointestinal system, causing diarrhea, abdominal cramps, nausea and vomiting, with or without fever. These illnesses can be serious or life threatening, especially in older adults, the very young or those with immune systems that are compromised.

If you have questions or comments about this factsheet, we encourage you to contact us.

Please contact: Florida Department of Health in [Insert County Name]
[Insert Facility Address or Email Address]

Or call us at: [Insert CHD Phone Number]

F. WATER TESTING AND DISINFECTING YOUR WELL

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Vision: To be the Healthiest State in the Nation

Ron DeSantis
Governor

Joseph A. Ladapo, MD, PhD
State Surgeon General

WATER TESTING AND DISINFECTING YOUR WELL

Heavy rainfall, especially if accompanied by a tidal surge or flooding, can contaminate the water supply. Drinking contaminated water may cause illness. Residents and visitors should not assume that a water supply in a storm affected area is safe to drink. Watch for public announcements regarding the safety of the water supply.

If your private well has been flooded, it may need to be disinfected and tested after floodwaters recede.

Although chlorine bleach is effective against most microorganisms, it will not remove chemical contamination that may have gotten into the well.

If chemical contamination occurs, use commercially produced bottled water until a safe water source is obtained. Questions about testing should be directed to the Florida Department of Health (DOH) in *[insert county name]* County (DOH-*[insert county name]*).

Is the Water Safe?

The only way to verify that water is safe to drink is to have it tested by a certified laboratory.

- ❖ To find out if your water is safe, have it tested by a certified laboratory for coliform bacteria and/or chemicals. To find a certified laboratory, visit the following website: floridadep.gov/dear/florida-dep-laboratory/content/nelap-certified-laboratory-search.

If a lab is not easily available or you think the well was contaminated, disinfecting the well is another option.

How Do I Disinfect My Well?

It is important to disinfect both well potable water pipes (or lines) with unscented household bleach to ensure that all infectious agents (germs) are killed.

If you have water treatment devices, remove all membranes, cartridges and filters and replace

with new ones after the disinfection process is complete.

The Department recommends the following steps to disinfect a contaminated well:

- ❖ If the water is discolored run the water until it is clear for up to 10 minutes, before adding the bleach.
 - If after a while the water does not clear up, wait until the water is clear before proceeding, as this means the well may still be affected by the flooding.
- ❖ Turn off electricity running to the pump.
- ❖ Turn off and then drain your hot water heater, as bleach is not effective in water above 105 degrees.
- ❖ Remove all membranes, cartridges and filters.
- ❖ Replace the items removed with new ones after the disinfecting process is completed.
- ❖ To avoid adding contamination to the well during disinfection, clean the work area around the top of the well.
 - Remove grease and mineral deposits from accessible parts of the well head.
 - Flush the outside surfaces with $\frac{1}{2}$ cup of unscented household bleach in five gallons of water.
- ❖ Disinfect the pump. Remove the cap or well plug on the rear seal.
 - There are many types of well caps and plugs. If you have questions, contact a licensed well driller.

- If you have a jet pump, you may also want to contact a licensed well driller for advice on disinfection procedures.
- ❖ **Consult the bleach chart below** and pour the recommended amount of unscented household bleach (four to 8.25 percent strength) solution into the well.
 - Try to coat the sides of the casing as you pour.
 - If you get bleach on the pump or wiring, flush it thoroughly with fresh water to prevent later corrosion.

Well Depth in Feet	Well Diameter in Inches			
	2 inches	4 inches	5 inches	6 inches
20 feet	1 cup	1 cup	1 cup	1 cup
30 feet	1 cup	1 cup	1 cup	2 cups
40 feet	1 cup	1 cup	2 cups	2 cups
50 feet	1 cup	2 cups	2 cups	3 cups
80 feet	1 cup	2 cups	1 quart	1 quart
100 feet	1 cup	3 cups	1 quart	1.5 quarts
150 feet	2 cups	1 quart	2 quarts	2.5 quarts
200 feet	3 cups	1.5 quarts	2.5 quarts	3 quarts

Conversions 8 oz. = 1 cup; 16 oz. = 1 pint or 2 cups; 24 oz. = 3 cups; 32 oz. = 1 quart; 48 oz. = 1.5 quarts; 64 oz. = 2 quarts; 80 oz. = 2.5 quarts; 96 oz. = 3 quarts.

- ❖ **Re-cap or plug the well opening** and wait 30 minutes.

- ❖ **Turn on and, if needed, re-prime the pump.**

- Open all faucets on the system one at a time.
- **Start with the faucets outside**, close to the well first, to limit the amount of water entering the septic system, especially if the drain field area is flooded.
- Allow the water to run until there is a noticeable smell of bleach.
- When turning on outside faucets, direct the water away from sensitive plants.
- You may also want to flush the toilets.
- If you cannot detect a bleach odor, repeat the disinfecting process.

- ❖ **Turn off all faucets** and allow the bleach to remain in the system for at least eight hours.

- ❖ **Backwash water softeners**, sand filters and iron removal filters with bleach water.

- ❖ Again, open all faucets and run the water until there is no bleach smell – for up to 15 minutes.

- Again, start with the outside faucets nearest to the well first.
- This will limit the amount of both bleach and water from entering and possibly affecting the septic tank and drain field.

If you have questions or comments about this factsheet, we encourage you to contact us.

Please contact: Florida Department of Health in [Insert County Name]
[Insert Facility Address or Email Address]

Or call us at: [Insert CHD Phone Number]

G. MOSQUITO-BORNE DISEASE PREVENTION

Preventing mosquito bites is the best way to reduce the risk of mosquito-borne disease. Mosquitoes can be found in many different environments and a person may not always notice when they have been bitten.

Mosquito activity in Florida can be year-round. The following are some steps that can be taken to help prevent mosquito bites:

- Drain water from garbage cans, house gutters, pool covers, coolers, toys, flowerpots or any other containers where sprinkler or rainwater has collected.
- Discard old tires, drums, bottles, cans, pots and pans, broken appliances and other items that aren't being used.
- Empty and clean birdbaths and pet's water bowls at least once or twice a week (mark a calendar as a reminder).
- Protect boats and vehicles from rain with tarps that do not accumulate water.
- Maintain the water balance (pool chemistry) of swimming pools. Empty plastic swimming pools when not in use.
- Repair broken screens on windows, doors, porches and patios.
- If someone must be outside when mosquitoes are active, cover up. Wear shoes, socks, long pants and long sleeve.
- Apply mosquito repellent to bare skin and clothing. Always use repellents according to the label.
- Repellents with DEET, picaridin, oil of lemon eucalyptus, para-menthane-diol and IR3535 are effective.
- Some repellents are not suitable for children, read label instructions to be sure the repellent is age appropriate.
- Use netting to protect children younger than two (2) months of age.
- Avoid applying repellents to the hands of children. Adults should apply repellent first to their own hands and then transfer to the child's skin and clothing.

Useful Links:

- [Mosquitoes, Hurricanes, and Flooding | Mosquitoes | CDC](#)
- [Florida SART - State Agricultural Response Team \(flsart.org\). MCIRT Brochure 2022.pdf \(flsart.org\)](#)

H. EMERGENCY RESPONSE PLANS FOR BUSINESS



Emergency Response Plan

Company Name

Address

Telephone

Contact Name

Title

Last Revision Date

Policy and Organizational Statements

Identify the goals and objectives for the emergency response plan.

Define what your emergency response team is expected to do during an emergency (e.g., evacuate employees and visitors, provide first aid, etc.)

Identify any regulations covered by your plan (e.g., OSHA, fire code, etc.)

ready.gov/business

Evacuation Plan

Evacuation may be required if there is a fire in the building or other hazard. The evacuation team will direct the evacuation of the building and account for all employees outside at a safe location.

Employees will be warned to evacuate the building using the following system:	
Employees should assemble at the following location for accounting by the evacuation team:	

(Post a map showing the location(s) in a conspicuous location for all employees to see.)

Person who will bring the employee roster and visitor log to the evacuation assembly area to account for all evacuees. The evacuation team leader will be informed if anyone is missing or injured.	
---	--

Evacuation Team	Name / Location
Evacuation Team Leader	
Floor Wardens (one for each floor)	
Searchers (one per floor)	
Stairwell and Elevator Monitors	
Aides for Persons with Disabilities	
Assembly Area Monitors (account for evacuees at the assembly area and inform incident commander if anyone is missing or injured)	

Severe Weather/Tornado Sheltering Plan

If a tornado warning is issued, broadcast a warning throughout all buildings instructing everyone to move to shelter.

Shelter-In-Place Team Assignments	Name / Location
Team Leader	
Person to monitor weather sources for updated emergency instructions and broadcast warning if issued by weather services	
Persons to direct personnel outside to enter the building	
Persons to direct employees to designated tornado shelter(s)	

Tornado Warning System & Tornado Shelter Locations

Location of tornado warning system controls	
Location of tornado shelters	

Shelter-In-Place Plan

If warned to "shelter-in-place" from an outside airborne hazard, a warning should be broadcast and all employees should move to shelter.

Shelter-In-Place Team Assignments	Name / Location
Team Leader	
Direct personnel outside to enter the building; then close exterior doors	
Shutdown ventilation system and close air intakes	
Move employees to interior spaces above the first floor (if possible)	
Person to monitor news sources for updated emergency instructions	
Assembly Area Monitors (to account for evacuees at the assembly area)	

Shelter-In-Place Shutdown of Ventilation System

Location of controls to shutdown ventilation system:	
Location of air handling units, fan rooms, or air intakes:	

Medical Emergency Plan

If a medical emergency is reported, dial 9-1-1 and request an ambulance. Provide the following information:

- Number and location of victim(s)
- Nature of injury or illness
- Hazards involved
- Nearest entrance (emergency access point)

Alert trained employees (members of the medical response team) to respond to the victim's location and bring a first aid kit or AED.

Personnel Trained to Administer First Aid, CPR, or use Automated External Defibrillator (AED)

Name	Location / Telephone

Locations of First Aid Kits and Automated External Defibrillator(s)

Locations of First Aid Kits and "Universal Precautions" kit (used to prevent exposure to body fluids)	
Locations of Automated External Defibrillator(s) (AEDs)	

Procedures

- Only trained responders should provide first aid assistance.
- Do not move the victim unless the victim's location is unsafe.
- Control access to the scene.
- Take "universal precautions" to prevent contact with body fluids and exposure to bloodborne pathogens.
- Meet the ambulance at the nearest entrance or emergency access point; direct them to victim(s).

Fire Emergency Plan

If a fire is reported, pull the fire alarm, (if available and not already activated) to warn occupants to evacuate. Then Dial 911 to alert Fire Department. Provide the following information:

- Business name and street address
- Nature of fire
- Fire location (building and floor or)
- Type of fire alarm (detector, pull station, sprinkler waterflow)
- Location of fire alarm (building and floor)
- Name of person reporting fire
- Telephone number for return call

Evacuation team to direct evacuation of employees and visitors.

Procedures

- Evacuate building occupants along evacuation routes to primary assembly areas outside.
- Redirect building occupants to stairs and exits away from the fire.
- Prohibit use of elevators.
- Evacuation team to account for all employees and visitors at the assembly area.
- Meet Fire Department Incident Commander (IC). Inform the IC if everyone has been accounted for and if there are any injuries. Provide an update on the nature of the emergency and actions taken. Provide building floor plans, keys and other assistance as requested.
- Assign personnel to verify that fire protection systems are operating normally and to operate building utility and protection systems as directed by the fire department.

Property Conservation

Identify preparations before a forecast event such as severe weather.

Identify how you will assess damage; salvage undamaged goods; and cleanup the building following an incident.

Identify the contractors, equipment, and materials that would be needed. Update the resource table at the end of this plan.

Annexes

Hazard or Threat-specific

Instructions: Review the following list of hazards and identify those hazards that are foreseeable. Review the links to information provided within the Ready Business website to develop specific emergency procedures.

Natural hazards (geological, meteorological, and biological)

Geological hazards

- Earthquake
- Tsunami
- Volcano
- Landslide, mudslide, subsidence

Meteorological Hazards

- Flood, flash flood, tidal surge
- Water control structure/dam/levee failure
- Drought
- Snow, ice, hail, sleet, arctic freeze
- Windstorm, tropical cyclone, hurricane, tornado, dust storm
- Extreme temperatures (heat, cold)
- Lightning strikes (Wildland fire following)

Biological hazards

- Foodborne illnesses
- Pandemic/Infectious/communicable disease (Avian flu, H1N1, etc.)

Technology caused event

- Utility interruption or failure (telecommunications, electrical power, water, gas, steam, HVAC, pollution control system, sewerage system, other critical infrastructure)

Human-caused events (accidental and intentional)

Accidental

- Hazardous material spill or release
- Nuclear Power Plant Incident (if located in proximity to a Nuclear power plant)
- Explosion/Fire
- Transportation accident
- Building/structure collapse
- Entrapment and or rescue (machinery, confined space, high angle, water)
- Transportation Incidents (Motor Vehicle, Railroad, Watercraft, Aircraft, Pipeline)

Intentional

- Robbery
- Lost Person, Child Abduction, Kidnap, Extortion, Hostage Incident, Workplace violence
- Demonstrations, Civil disturbance
- Bomb threat, Suspicious package
- Terrorism

Appendices

Emergency Response Teams

Identify the members of emergency response teams not identified elsewhere.

- Facilities or building management staff familiar with building utility and protection systems and those who may assist with property conservation activities.
- Security
- Others trained to use fire extinguishers, clean up small spills of hazardous materials.

[illegible]

Public Emergency Services & Contractors

Emergency Service	Name	Emergency Telephone	Business Telephone
Fire Department			
Emergency Medical Services			
Police Department			
Emergency Management Agency			
Hospital			
Public Health Department			
State Environmental Authority			
National Response Center (EPA)			
Electrician			
Plumber			
Fire Protection Contractor			
Elevator Service			
Hazardous Materials Cleanup			
Cleanup / Disaster Restoration			

Warning, Notification & Communications Systems

The following systems are used to warn employees to take protective action (e.g., evacuate, move to tornado shelter, shelter-in-place, or lockdown) and provide them with information. The Communications capabilities enable members of our emergency team to communicate with each other and others.

	System	Location/Control Panel or Access Point
Warning System	Fire Alarm	
	Public Address	
	Other (describe)	
Notification System	Electronic	
	Telephone call tree	
Communications Capabilities	Telephone	
	Two-way radio	

Fire Protection Systems

Document the fire protection systems including the types of systems, location, area, or hazard protected, and instructions.

System Type	Location	Access Point / Instructions
Sprinkler System	Control Valve	
	Control Valve	
	Control Valve	
Fire Pump		
Special Extinguishing Systems	Computer Room	
	Kitchen	
	Manufacturing Area	

Revision History

Revision No.	Date	Description of Changes	Authorization

Plan Distribution & Access

The Plan will be distributed to members of the emergency response team and department heads. A master copy of the document should be maintained by the emergency response team leader. The plan will be available for review by all employees.

Provide print copies of this plan within the room designated as the emergency operations center (EOC). Multiple copies should be stored within the facility EOC to ensure that team members can quickly review roles, responsibilities, tasks, and reference information when the team is activated.

An electronic copy of this Plan should be stored on a secure and accessible website that would allow team member access if company servers are down.

Electronic copies should also be stored on a secured USB flash drive for printing on demand.

I. PLANNING CHECKLIST FOR MOBILE HOME/RV PARKS

The following list of questions is provided as a tool to assist in the development of mobile home park emergency disaster plans.

1. Does the park have procedures, guidelines, or a plan to follow in case of an evacuation, sheltering in place, or an emergency (e.g., fire, flood, etc.)?
2. How many entrances and exits are there in the park? See Attachment M - Evacuations
3. If an entrance or exit is blocked, does the park have an alternate route for residents to use as an evacuation route?
4. In the event that all evacuation routes are not accessible, is there a site in the park where air lifting residents from the park can be done? Identify this site in your evacuation plan.
5. Are there any sections of the park that would be easier to evacuate first? second? third? Please identify those sections.
6. Are there any concentrations of park residents who need special assistance to evacuate located in certain sections of the park?
7. Does the park have a list of any elderly/disabled/special needs' residents that would need to be evacuated and the order that they would need to be evacuated (First, Second, and Third)?
8. Does the park have any residents or staff that require the need of a service animal?
9. What is the nearest hospital and how far is it from the park?
Name: _____ Telephone: _____
Miles Away: _____
10. Are there any sections of the park that have fixed obstacles that would slow down or prevent an evacuation?
11. Does park have residents that speak languages other than English?
If so, how many residents? _____ What language(s)? _____
12. Does park have an established contract with a sanitation company (refuse/garbage) to provide clean-up or pick up services after a disaster or emergency?
13. Does the park have potable water supply for its residents to cook, drink, and for sanitation?
 - If so, what type of water supply system? Municipal/city _____ Well _____
If well, what type? _____ Permit Number: _____
Is well functioning properly? Yes _____ No _____
If No, is it flooded? Yes _____ No _____
If well is flooded: Have any water samples been taken? Yes _____ No _____

- Is there a boil water notice in effect for your park or your residential area?
If yes, how is the park informing residents to have bottled water (one gallon of water per person per day) while boil water notice is issued?
14. If park was issued a boil water notice, how will park owner, manager, operator inform residents of the boil water notice that the water is Not OK to use for cooking, drinking, and for sanitation as is?
 15. If park was issued a boil water notice, and the notice has been rescinded (lifted) for the park, how will park owner, manager, operator notify its residents that the water is OK to use for cooking, drinking, and for sanitation?
 16. Is the park connected to city sewer?
If not, how many septic systems are in the park?
Are these septic systems maintained by the park or is it responsibility of the individual homeowners/renters?
 17. If loss of power is experienced while evacuating at night, does the park have outside light sources/emergency lighting to continue and complete the evacuation?
 18. If the residents refuse to evacuate, does the park have some alternate facilities (clubhouse, park storage, shelter, warehouse building) for residents to shelter in place (food, water, etc.)?
 19. If residents refuse to evacuate, or did not evacuate on time, collect names, addresses, and telephone numbers for residents' next of kin, so law enforcement can notify those relatives in case a fatality would occur due to residents' failure to evacuate, or evacuate on time.
 20. How many park residents were evacuated?
- If park was evacuated, how will park owner/manager/operator inform its residents that the park has reopened? Are all park residents accounted for once the park is re-opened?

J. HAZARD VULNERABILITY ANALYSIS

Mobile Home/RV Park Name _____

Date _____ Completed By: _____

Hazard	Probability	Vulnerability	Preparedness	Score
Natural				
Hurricane				
Tornado				
Heavy Thunderstorm				
Flash Flooding				
High Winds				
Severe Weather				
Extreme Heat				
Flooding				
Drought				
Wildfire				
Tidal wave/Tsunami				
Man-made				
War (conventional, biological, chemical, or nuclear)				
Toxic materials emissions/spill				
Nuclear plant breakdown or nuclear disaster				
Terrorism				
Fire				
Technological				
Electrical				
Heating/Cooling				
Communications				
Other				
Disease Outbreak				
Community Infrastructure (bridge collapse,				

road, building collapse)				
Utility Failure				
Transportation Failure				
Other				

K. MOBILE HOME/RV PARK'S EMERGENCY CONTACT LIST

EMERGENCY CONTACT	NUMBER	OTHER
Police Department:		Non-Emergency #:
Sheriff's Department:		Non-Emergency #:
Fire Department - local:		Non-Emergency #:
Fire Department – county (if applicable):		Non-Emergency #:
Ambulance Services/Company:		
FL Poison Control Center:	1-800-222-1222	
Hospital - Name:		
Local Coroner's Office:		After Hours:
Funeral Home:		After Hours:
Local Shelter:		Accepting (circle one) Pets or Service Animals: Yes No
Special Needs Shelter:		Accepting (circle one) Pets or Service Animals: Yes No
Utility Contacts:		
Water:		
Electric:		
Gas:		
Garbage:		
Solid Waste Disposal:		
Park's Plumber:		
Park's Electrician:		

Park's Heating and Air Contractor:		
County Health Department:		Office Hours:
County Emergency Manager:		
Local Mental Health Center:		
Local Church:		
Local Soup Kitchen:		
Local Dialysis Center:		
Local Red Cross:		
FL Department of Health – Environmental Health:		
FL Division of Emergency Management:		Office Hours:
FL Department of Elder Affairs:		
FL Department of Children and Families:		Office Hours:
FL Persons with Disabilities:		Office Hours:
FL Department of Health Care Administration:		Office Hours:
FL Independent Living Council:		Office Hours:
FL Commission for the Transportation Disadvantaged:		
FL Department of Education – Division of Blind Services:		
FL Highway Patrol:		
American Red Cross:		
Other -		
Other-		

Other-		
Other-		
Other-		
Other-		
Other-		
Other-		

L. DISASTER SUPPLY KIT

An emergency supply kit for homes or in the event of an evacuation should include items from six basic areas: (1) water, (2) food, (3) first aid supplies and medications, (4) clothing and bedding, (5) tools and emergency supplies, and (6) important family documents. You will need a supply kit if you must stay at home. It is important to assemble your kit well in advance of an emergency. It is also valuable if you evacuate to a place other than a general shelter or if you're unsure of the shelter supplies. If possible, make arrangements to stay with a friend or relative who resides closest to your home and who will not have to evacuate. If a hotel or motel is your final intended destination during an evacuation, make reservations before you leave.

Tips for Making Your Kit

- Keep loose items in airtight plastic bags.
- Gather the kit's items in easy-to-carry containers or duffle bags and put kit within reach of your most regularly used exit.
- Check and update your kit and family needs at least once a year.

Tips for Water and Food Supplies

- Food preparation and sanitation require one gallon of water per day per person.
- Purchased bottled water that has been sealed is best for storage. It meets FDA guidelines for food, is not as vulnerable to temperature changes as unsealed water and has no shelf life. (Some bottles do have expiration dates, but this is mainly for inventory control.) If for any reason you must disinfect water, use unscented bleach in the ratio of eight drops per gallon, about one eighth teaspoon, and let the mixture sit 30 minutes before use.
- Choose compact, lightweight foods that do not require refrigeration, cooking, or preparation, and foods that use little or no water.
- Hand washing with soap and water is extremely important. However, in the event water for hand washing is unavailable, use alcohol-based sanitizer.

Recommendations for at least a three-day supply of food and water in your kit, including:

- One gallon of water per person per day
- Ready-to-eat canned foods, fruits, and vegetables
- Staples (salt, sugar, pepper, spices, etc.)
- Powdered milk and canned juices
- High-energy snacks, non-perishables (protein or fruit bars, nuts, crackers, whole grains)
- Food for infants and individuals with special needs
- Comfort/stress foods
- Pedialyte (to restore hydration if needed)
- Mess kits or paper cups, plates, and plastic utensils
- Non-electric can opener, cooking tools, utility knife
- Pet food and extra water for your pet

Recommendations for tools and emergency supplies:

- Cash or traveler's checks, coins
- Map of the area for locating shelters and local maps
- Extra set of car keys and house keys

- Battery-operated radio and flashlight with extra batteries
- Cell phone with chargers
- Fire extinguisher
- Pliers or wrench to turn off household water and/or gas
- Compass, signal flare, whistle, and tube tent
- Plastic sheeting, storage containers, and bucket with tight lid
- Garbage bags and plastic ties for sanitation
- Tape (duct and masking)
- Candles and matches in a waterproof container
- Paper and pencil
- Needles and thread
- Medicine dropper
- Aluminum foil
- Toilet paper, moistened towelettes, and towels
- Soap, liquid detergent, disinfectant, and unscented household chlorine bleach
- Feminine supplies and personal hygiene items
- Infant supplies (diapers, bottles, and pacifiers)

Recommendations for Clothing and Bedding Supplies:

- At least three complete changes of clothing and footwear per person
- Sturdy shoes, work boots, hats, and gloves
- A sleeping bag or warm blanket for each person
- Rain gear

Recommendations for having first aid kits for your home and cars, including:

- A three-day supply of each person's vital medications
- Prescription drugs in original packaging (bottles)
- Sterile adhesive bandages in assorted sizes
- Two-inch and four-inch sterile gauze pads (four-six)
- Two-inch and three-inch sterile roller bandages (three rolls)
- Triangular bandages (three)
- Latex gloves (at least two pairs)
- Cleansing agent, soap, and moistened towelettes
- Antiseptic and antibiotic ointment
- Petroleum jelly or other lubricant
- Assorted sizes of safety pins
- Scissors, tweezers, needle, and thermometer
- Tongue depressors (two)
- Non-prescription drugs
- Aspirin or non-aspirin pain reliever
- Anti-diarrhea medication, antacid, and laxative
- Sunscreen
- Mosquito repellent, with DEET when appropriate
- Extra prescription glasses, sunglasses, and/or contact lenses
- Hearing aid and batteries

- Personal items required to perform basic daily functions

Copies of the following important family documents are kept in a waterproof, portable container within kits:

- Family records (birth, marriage, death certificates) and wills
- Current photographs of family members
- Insurance policies
- Contracts and deeds
- Stocks and bonds
- Social Security cards and passports
- Immunization records and prescriptions
- Bank account numbers
- Credit card account numbers and company names and telephone numbers
- Inventory of valuable household goods

M. EVACUATIONS

For hazards that allow communities time to prepare ahead of time, it is possible to have people evacuate the area. Hazards that fall into this category are hurricanes, wildfires, geo-hazards (e.g., earthquakes, volcanoes), and floods. No matter the category of storm, whenever an evacuation order is given, all mobile and manufactured home residents must strongly consider evacuating.

Don't assume that every shelter will be open during every emergency activation.

If your area is ordered to evacuate, DO NOT wait until it is too late.

1. List the circumstances that would dictate the evacuation of mobile home park residents (for example: hurricanes, tropical storms, major fire, storm surge, flood or flood damage, drinking water well failure, tornado destruction, etc.):

2. Identify the person/staff who will authorize the evacuation of the residents if they need to be evacuated.

Authorizing Park member: _____

Phone #: _____

1st Authorizing Alternate Staff: _____

Phone #: _____

2nd Authorizing Alternate Staff: _____

Phone#: _____

Mobile Home/RV Park Manager/Administrator: _____

Phone #: _____

Mobile Home/RV Park Owner (if different from Manager/Administrator):

Phone #: _____

Other (specify title): _____

DO YOU KNOW? It is illegal to stay in a home under a mandatory evacuation order. Under Section 252.38, Florida Statutes, the local authority has the ability to take necessary steps to provide for the health and safety of people and property. Section 252.50 sets refusal to follow an evacuation order as a second-degree misdemeanor.

Does this mean the police will take you out of your property? No. They will be too busy helping those who will be following the evacuation order, although they will likely ask for next of kin or an emergency contact.

Not sure what your evacuation or storm surge zone? To know your zone, use the following link, and select your county: www.floridadisaster.org/planprepare/disaster-preparedness-maps/.
FEMA: www.msc.fema.gov/portal

N. EVACUATION ORDER: CHECKLIST

Your area has been ordered to evacuate by local officials. Complete the following:

_____ A. Advise residents of order to evacuate:

1. WHO: _____

2. HOW: _____

_____ B. Organize and inform residents of their evacuation route to take in order to leave the park in an orderly and safe fashion:

1. WHO: _____

2. HOW: _____

_____ C. Inform/remind park residents on procedures for securing their homes before an evacuation such as gas shutoff, water main shutoff, electrical shutoff, locking doors and windows, tiedowns for water heaters, gas tanks, and lawn furniture/equipment:

1. WHO: _____

2. HOW: _____

_____ D. Provide park residents/occupants with sheltering information, if needed:

1. WHO: _____

2. HOW: _____

_____ E. Provide park residents/occupants with transportation information, as required:

1. WHO: _____

2. HOW: _____

_____ F. Complete securing of the grounds:

1. WHO: _____

2. WHAT: _____

3. HOW: _____

_____ G. Release non-essential employees who live in evacuation zones, or live in mobile homes:

1. WHO: _____

2. HOW: _____

O. EVACUATION: SHELTER INFORMATION

If you are going to a general or special needs shelter, it is important to remember that most shelters DO NOT PERMIT PETS, although they DO PERMIT SERVICE ANIMALS. If there are residents that require the use of a service animal, know what shelters in your area allow service animals. If your regional shelter does not accept pets, consider recruiting friends or family members who can host your pet in their home, boarding your pet at a secure veterinarian's office or even a hotel.

- Know the evacuation route for your city or county area and the emergency information radio station to tune into for evacuation notices.
- Know where the nearest approved shelters are located within your county.

Shelter information can be found at:

www.floridadisaster.org/planprepare/disability/evacuations-and-shelters/shelter-information/

Your local emergency management office can be found at:

www.floridadisaster.org/counties/

SPECIAL NEEDS SHELTER (SpNS)

It is important to note that a special needs shelter is a shelter of last resort - a place to go when you or the person you care for has no other sheltering option. Residents requiring to go to a Special Needs Shelter (SpNS) should be registered ahead of time with your local county emergency management. Contact your local emergency management office for dates for registration period.

If a resident(s) is medically dependent on electricity, oxygen, need transportation to evacuate, or assistance due to a disability, encourage resident(s) to register through your county's Special Needs Registry. Each county handles the registry of persons with special needs and the services a little differently.

To find your Special Needs Registry Contact information by County, go to:

[Home Page - Special Needs Registry \(flhealthresponse.com\)](http://Home Page - Special Needs Registry (flhealthresponse.com))

Guidelines for admittance to special needs shelters may vary from county to county, so make sure that you contact your local management office before you offer information to park residents/occupants that may not be accurate. Your local emergency management office can be found at: www.floridadisaster.org/counties/

If you are going to a public emergency shelter, it is important to remember that most shelters DO NOT PERMIT PETS, although they DO PERMIT SERVICE ANIMALS. If there are residents that require the use of a service animal, know what shelters in your area allow service animals. If your regional shelter does not accept pets, consider recruiting friends or family members who can host your pet in their home, boarding your pet at a secure veterinarian's office, or even a hotel.

www.floridadisaster.org/planprepare/disability/evacuations-and-shelters/shelter-information/

P. PETS

If you are going to a general or Special Needs shelter, it is important to remember that most shelters **DO NOT PERMIT PETS**, although they **DO PERMIT SERVICE ANIMALS**. If there are residents within your park that require the use of a service animal, know what shelters in your area allow service animals.

Shelter information can be found at:

www.floridadisaster.org/planprepare/disability/evacuations-and-shelters/shelter-information/

For admittance to a public shelter for service animals or a private kennel for pets, pets need to be up to date on all shots and vaccinations. Here is some information, you can provide residents/occupants in order to prepare a pet survival kit in advance should you need to evacuate in a moment's notice.

PET SURVIVAL KIT (this is only a recommendation list; you can add items based on the needs of your pet):

- A crate or carrier
- Leash and collar with proper identification
- Veterinary records with rabies certificate
- Current license tag number
- Medications with instructions for dosage
- Two-week supply of water and food (dry or moist and canned food)
- Manual can-opener
- Water and food dishes
- Cat litter and litter pan
- Toys and treats
- Sleeping pad or blankets
- Emergency phone numbers for veterinarian, animal shelters, friends, and relatives
- Photo of the pet with you (to prove you are the owner)
- Cleaning supplies (newspaper, plastic bags with ties, paper towels, and disinfectant spray)

Q. SAMPLE EVACUATION NOTICE

NOTE: Your park evacuation map routes should include all available exit locations for residents, who will inform residents of evacuation orders, evacuation meeting place outside of the park so that residents can have information from one contact person, and park staff accountability.

Our Mobile Home Park is in evacuation level _____

Our Mobile Home Park Is / Is Not located in an area subject to evacuation for _____
(this can be flood, hurricane, wildfire, etc.)

The park office will be closed at _____ AM / PM due to the evacuation. Residents should contact: _____ at phone #: _____ - _____ - _____

Residents should evacuate as mandated. Ensure that you and your families are prepared to evacuate. The closest general population for _____ County is located at:

_____ (ADDRESS OF SHELTER HERE) _____

The order of evacuation out of the park is as follows:

Section 1 is to evacuate first, then Section 2 evacuates second and continue evacuating sequentially by Section number until the entire park has been completely evacuated.

For RVs, these should evacuate as per their respective sections within the park and not block streets while exiting out of the park. Before evacuating the park, RV owners should ensure that they have disconnected water, sewer, and electrical connections as well as securing any propane tanks that may have been used.

SECTION NUMBER

1
2
3
4

SPACE NUMBER

1 to 18
19 to 37
38 to 56
57 to 75

In case of a disaster that does not require an evacuation out of the mobile home park, the designated site of evacuation is:

_____ (indicate place within park) _____

Person Mandating Park Evacuation: _____

R. AMERICAN RED CROSS: FACT SHEET ON SHELTER-IN-PLACE



American
Red Cross

FACT SHEET ON SHELTER-IN-PLACE

What Shelter-in-Place Means:

One of the instructions you may be given in an emergency where hazardous materials may have been released into the atmosphere is to shelter-in-place. This is a precaution aimed to keep you safe while remaining indoors. (This is not the same thing as going to a shelter in case of a storm.) Shelter-in-place means selecting a small, interior room, with no or few windows, and taking refuge there. It does not mean sealing off your entire home or office building. If you are told to shelter-in-place, follow the instructions provided in this Fact Sheet.

Why You Might Need to Shelter-in-Place:

Chemical, biological, or radiological contaminants may be released accidentally or intentionally into the environment. Should this occur, information will be provided by local authorities on television and radio stations on how to protect you and your family. Because information will most likely be provided on television and radio, it is important to keep a TV or radio on, even during the workday. The important thing is for you to follow instructions of local authorities and know what to do if they advise you to shelter-in-place.

How to Shelter-in-Place

At Home:

- Close and lock all windows and exterior doors.
- If you are told there is danger of explosion, close the window shades, blinds, or curtains.
- Turn off all fans, heating, and air conditioning systems.
- Close the fireplace damper.
- Get your family disaster supplies kit www.redcross.org/store/preparedness/emergency-supplies, and make sure the radio is working.
- Go to an interior room without windows that's above ground level. In the case of a chemical threat, an above-ground location is preferable because some chemicals are heavier than air and may seep into basements even if the windows are closed.
- Bring your pets with you and be sure to bring additional food and water supplies for them.
- It is ideal to have a hard-wired telephone in the room you select. Call your emergency contact and have the phone available if you need to report a life-threatening condition. Cellular telephone equipment may be overwhelmed or damaged during an emergency.
- Use duct tape and plastic sheeting (heavier than food wrap) to seal all cracks around the door and any vents into the room.
- Keep listening to your radio or television until you are told all is safe or you are told to evacuate. Local officials may call for evacuation in specific areas at greatest risk in your community.

At Work:

- Close the business
- Bring everyone into the room(s). Shut and lock the door(s).
- If there are customers, clients, or visitors in the building, provide for their safety by asking them to stay – not leave. When authorities provide directions to shelter-in-place, they want everyone to take those steps now, where they are, and not drive or walk outdoors.
- Unless there is an imminent threat, ask employees, customers, clients, and visitors to call their emergency contact to let them know where they are and that they are safe.
- Turn on call-forwarding or alternative telephone answering systems or services. If the business has voice mail or an automated attendant, change the recording to indicate that the business is closed, and that staff and visitors are remaining in the building until authorities advise it is safe to leave.
- Close and lock all windows, exterior doors, and any other openings to the outside.
- If you are told there is danger of explosion, close the window shades, blinds, or curtains.
- Have employee's familiar with your building's mechanical systems turn off all fans, heating, and air conditioning systems. Some systems automatically provide for exchange of inside air with outside air – these systems, in particular, need to be turned off, sealed, or disabled.
- Gather essential disaster supplies, such as nonperishable food, bottled water, battery-powered radios, first aid supplies, flashlights, batteries, duct tape, plastic sheeting, and plastic garbage bags.
- Select interior room(s) above the ground floor, with the fewest windows or vents. The room(s) should have adequate space for everyone to be able to sit in. Avoid overcrowding by selecting several rooms if necessary. Large storage closets, utility rooms, pantries, copy rooms, and conference rooms without exterior windows will work well. Avoid selecting a room with mechanical equipment like ventilation blowers or pipes, because this equipment may not be able to be sealed from the outdoors.
- It is ideal to have a hard-wired telephone in the room(s) you select. Call emergency contacts and have the phone available if you need to report a life-threatening condition. Cellular telephone equipment may be overwhelmed or damaged during an emergency.
- Use duct tape and plastic sheeting (heavier than food wrap) to seal all cracks around the door(s) and any vents into the room.

In Your Vehicle:

If you are driving a vehicle and hear advice to “shelter-in-place” on the radio, take these steps:

- If you are very close to home, your office, or a public building, go there immediately and go inside. Follow the shelter-in place recommendations for the place you pick described above.
- If you are unable to get to a home or building quickly and safely, then pull over to the side of the road. Stop your vehicle in the safest place possible. If it is sunny outside, it is preferable to stop under a bridge or in a shady spot, to avoid being overheated.
- Turn off the engine
- Close windows and vents
- If possible, seal the heating/air conditioning vents with duct tape.
- Listen to the radio regularly for updated advice and instructions.
- Stay where you are until you are told it is safe to get back on the road. Be aware that some roads may be closed, or traffic detoured. Follow the directions of law enforcement officials.

Local officials on the scene are the best source of information for your particular situation. Following their instructions during and after emergencies regarding sheltering, food, water, and cleanup methods is your safest choice.

Remember that instructions to shelter-in-place are usually provided for durations of a few hours, not days or weeks. There is little danger that the room in which you are taking shelter will run out of oxygen and you will suffocate.

S. SINKHOLES

Sinkholes are a common feature of Florida's landscape. Florida is the state that has more sinkholes than any other state in the nation. They are only one of many kinds of karst landforms, which include caves, disappearing streams, springs, and underground drainage systems, all of which occur in Florida.

If a sinkhole appears on your property, or a portion of your home has shifted or sunk due to a sinkhole, here are some recommendations:

- First, and foremost, ensure the personal safety of your family and evacuate, if necessary.
- Contact your local law enforcement agency, county emergency management, city, county, and/or building inspector – in some counties local government agencies may assist in evacuating the home.
- Contact your insurance company or insurance agent immediately.
- If you can do so safely, secure or remove your valuable possessions.
- Mark the sinkhole or property with fencing, rope, or tape to warn others of the danger.
- You could be held liable if someone is injured in the sinkhole.

If your property has a drinking water well serving your property and a sinkhole has appeared on the property, take precautions if there is a noticeable change in water quality. If your well water has changed color, odor, or taste since the sinkhole opened, there is a good chance it is a result of the surface water getting to it. Here are some recommendations:

- Well water should not be consumed without boiling.
- Well water should be tested for bacteria. If tests show bacteria are present, additional advice will be given by your county health department.
- For drinking and cooking, use commercially bottled water, or disinfect your well water by boiling it for one minute and then allow it to cool.
- If you must bathe with well water, only showers to be taken to avoid sitting in the water.
- Dishes must be rinsed with bottled or boiled water with no use of the automatic dishwasher since it doesn't heat the water to 212 degrees Fahrenheit, or you can use two capfuls of bleach in the dish rinse sink.
- Persons with compromised immune systems, open wounds, and small children/babies are more vulnerable to illness/infection, so carefully consider your choices of water at this time.

For information on well water issues due to sinkholes, contact your county health department at _____ - _____ - _____.

For additional information on Florida sinkholes, contact Florida Department of Environmental Protection at:

Northwest District Office 850-595-8300

Northeast District Office 904-807-3300

www.floridadep.gov/districts

www.floridadep.gov/fgs/sinkholes

T. RESOURCES

1. Florida Department of Health, Mobile Home Parks program:
www.FloridaHealth.gov/environmental-health/mobile-home-parks/index.html
2. Florida Department of Health, find a county health department:
www.FloridaHealth.gov/programs-and-services/county-health-departments/find-a-county-health-department/index.html?utm_source=articleResource
3. Is your mobile home or RV park located in a flood zone?
FEMA portal - www.msc.fema.gov/portal
4. Florida Department of Health, Indoor Air Toxics program:
www.FloridaHealth.gov/environmental-health/indoor-air-quality/index.html
5. To know your evacuation, or storm surge zone, use the following link, and select your county:
www.floridadisaster.org/planprepare/disaster-preparedness-maps/
6. Shelter information:
www.floridadisaster.org/planprepare/disability/evacuations-and-shelters/shelter-information/
7. Local emergency management office:
www.floridadisaster.org/counties/
8. Special Needs Registry:
<https://www.floridadisaster.org/snr/>
9. Red Cross services:
www.redcross.org/store/preparedness/emergency-supplies
10. Florida Department of Health, Drinking water information:
www.FloridaHealth.gov/environmental-health/drinking-water/index.html
11. Sinkhole Information, Florida Department of Environmental Protection:
Northwest District Office 850-595-8300 Northeast District Office 904-807-3300
www.floridadep.gov/districts
www.floridadep.gov/fgs/sinkholes