

COMMUNITY SPOKESPERSON – SHELTER-IN-PLACE KEY MESSAGING

- A primary consideration is to set the tone / expectation for the public by striking a balance between clearly communicating directions and not causing unnecessary panic
- It has been observed in previous situations that the phrase “Shelter in Place” can be confusing for the public, so utilize plan language in the messaging as much as possible
- **Remain inside your home or whatever structure you are currently in**
- Due to a <type of incident>, emergency officials have instituted a “Shelter in Place” order, which means you must stay inside until further notice
- Once inside, do the following:
 - Close (and lock) all windows and exterior outside doors
 - Close every door inside the building
 - Turn off all fans, heating, and air conditioning systems
 - Do not use kitchen or bathroom vent fans
 - Do not use fireplaces. Close all dampers
 - Do not operate your clothes dryer
 - Get your emergency kit and turn on the radio
 - Cell phones may be overwhelmed, or infrastructure may be damaged during an emergency. It is ideal to have a hard-wired telephone in the room you select. If you do not have a hard-wired telephone, bring your cell phone and charger to ensure you have a method to communicate in the event of a life-threatening condition. Call your emergency contact
 - Go to an interior room without windows that is above-ground level if you can. Since some chemicals are heavier than air, avoid sheltering in basements
 - Bring your pets with you, and be sure to bring additional food and water supplies for them
 - Use duct tape and plastic sheeting (heavier than food wrap) to seal all cracks around the door and any vents into the room. A wet towel can also be used to seal along doors and windows
 - Monitor the radio, television, and [Emergency Info BC](#) online until you are told by local officials all is safe or you are told to evacuate
- Please monitor the Community Emergency Operations Centre website at: <insert website link here> for further information and updates, or tune to <local radio station> for further alerts
- Please monitor the Tk'emlúps Facebook Page at: <https://www.facebook.com/TkemlupsteSecwepemc> for further information updates

DO NOT leave your building or home until you receive notification that the danger has passed.

The hazardous material is toxic. The signs and symptoms of overexposure are as follows: [insert signs and symptoms]. If you have any of these signs or symptoms and the order to shelter-in-place is still in effect, contact medical help by telephone at: [insert contact number]. If shelter-in-place order has been rescinded, seek immediate medical attention at the following location: [insert location and address]. If the situation is life-threatening or you are unable to move, dial 911.