



CDMX
CIUDAD DE MÉXICO



SECRETARÍA
DE PROTECCIÓN CIVIL



@SPCCDMX



/ SPCCDMX

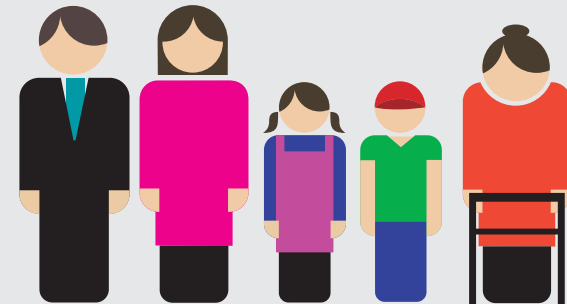
www.proteccioncivil.cdmx.gob.mx

CIVIL PROTECTION FAMILY PLAN

Family: _____

Address: _____

Self-protection starts at home!



CapitalSocial **Por Ti**



CDMX
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D	Department of Civil Protection 56 83 22 22
C	City Emergencies 066
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FOREWORD



Disturbances which are caused by natural phenomena or by man can be avoided or reduced if every member of your family knows and acknowledges them, since it is necessary to be prepared to confront them and reduce its impact on your wellbeing, property and environment.

Mexico City's Department of Civil Protection provides this guide in order to create your own Family Plan.







Take a few minutes of your time in order for you and your family to create a self-protection plan which could be invaluable during difficult times.

Your participation is important.

Government and Population working together

Instructions: Fill in spaces with family information.

Family Plan Responsible Party			Number of Members		
Mom	<input type="checkbox"/>	Dad	<input type="checkbox"/>	Daughter	<input type="checkbox"/>
Son	<input type="checkbox"/>	Others	<input type="checkbox"/>	Adults:	<input type="text"/>
				Children:	<input type="text"/>
Telephone:			<input type="text"/>		

 <p>Name: _____</p> <p>Age: _____</p> <p>Kin: _____</p> <p>Blood Type: _____</p> <p>Illnesses / Allergies: _____</p> <p>Medication: _____</p>	 <p>Name: _____</p> <p>Age: _____</p> <p>Kin: _____</p> <p>Blood Type: _____</p> <p>Illnesses / Allergies: _____</p> <p>Medication: _____</p>
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Instructions: Fill in the Family data, cut following the dotted line, fold in half and always carry it with you.

<p>Emergency Numbers</p> <p>Department Of Civil Protection ----- 56.83.22.22</p> <p>City Emergencies ----- 066</p> <p>Heroic Fire Department ----- 068</p> <p>Locatel ----- 56.58.11.11</p> <p style="text-align: right;">Back</p>	<p>SAFETY CARD</p> <p>PERSONAL DATA</p> <p>Name: _____</p> <p>Blood type: _____</p> <p>Allergies: _____</p> <p>Illnesses: _____</p> <p>Social Security: _____</p> <p>/Private (Which?) _____</p> <p>IN CASE OF EMERGENCY NOTIFY:</p> <p>Name: _____</p> <p>Telephone: _____</p> <p style="text-align: right;">Front</p>
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Pets general data

Instructions: Fill in the spaces with pets information.

optional photograph

Name:
Age:
Race:
Gender: male female
Registration number:

optional photograph

Name:
Age:
Race:
Gender: male female
Registration number:

optional photograph

Name:
Age:
Race:
Gender: male female
Registration number:

optional photograph

Name:
Age:
Race:
Gender: male female
Registration number:

What is a Civil Protection Family Plan?

The Family Plan will help you to prevent as well as act during and after an emergency.

Implement the following steps to create your Civil Protection Family Plan:



Prevention is the key element to reduce threats impact.

Safety Card

Instructions: Fill with the family data, cut along the dotted line, fold in half and keep it always with you.

Emergency Numbers

Department Of Civil Protection ----- 56.83.22.22
 City Emergencies ----- 066
 Heroic Fire Department ----- 068
 Locatel ----- 56.58.11.11

Back

Emergency Numbers

Department Of Civil Protection ----- 56.83.22.22
 City Emergencies ----- 066
 Heroic Fire Department ----- 068
 Locatel ----- 56.58.11.11

Back

SAFETY CARD

PERSONAL DATA
 Name: _____
 Blood type: _____
 Allergies: _____
 Illnesses: _____
 Social Security: _____
 /Private (Which?) _____

IN CASE OF EMERGENCY NOTIFY:
 Name: _____
 Telephone: _____

Front

SAFETY CARD

PERSONAL DATA
 Name: _____
 Blood type: _____
 Allergies: _____
 Illnesses: _____
 Social Security: _____
 /Private (Which?) _____

IN CASE OF EMERGENCY NOTIFY:
 Name: _____
 Telephone: _____

Front

Emergency Calls Assistance Service



066

How do we use emergency service?

You must provide the following information:

- 01 What happened?
- 02 How many involved persons do you see?
- 03 How many apparent injuries can you see?
- 04 Your complete name and location the most accurate as possible, any point of reference, park, bank, etc.
- 05 Do not hang-up until the person providing assistance tells you to do so.

Note: Simulated or false calls are sanctioned by law. These calls do not allow to assist somebody that really needs help.

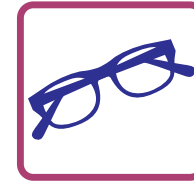


01

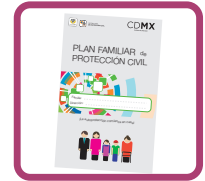
**DETECT AND
REDUCE RISKS
INSIDE AND
OUTSIDE YOUR
HOME**



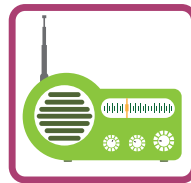
Life bag (easy transportation)



Spare eyeglasses



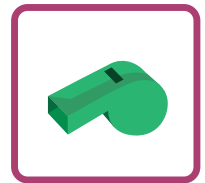
Civil Protection Family Plan



Portable radio with batteries



Hand flashlight



Whistler



Bottled water



Baby food



Non-perishable food



Pets food



Keys duplicate



Extra clothing



Blanket



Lighter



Money



Toilet paper and sanitary towels



Baby diapers



Paper sheet and pen



First Aid Kit



Medication for any specific treatment



Thermometer



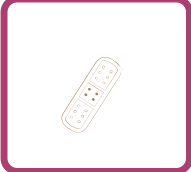
Latex gloves



Lodine



Antiseptic



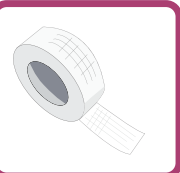
Band aids



Cotton



Gauzes



Masking tape



Elastic bandages (5 and 10 cm.)



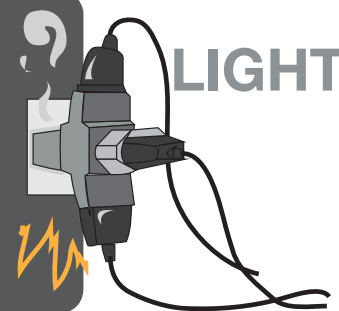
Scissors



Masks

Identify potential hazards and correct them.
Constantly check power, water and gas utilities.

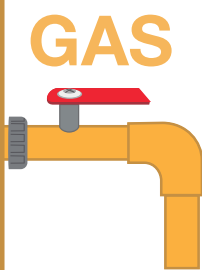
- Do not overload power plugs with different electric devices since you can create short circuit.
- Prevent children from playing with light switches. Protect power plugs with a special cover.
- If you detect extension cords or electric devices cables in bad conditions, replace them.
- Do not connect devices which are wet.
- If you sweep your home roof, or dry your cloth, stay away from mid-power cables



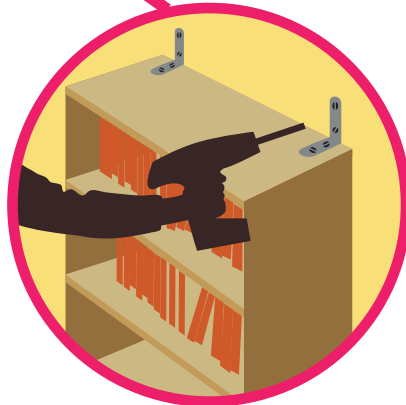
- Eliminate dripping from all faucets.
- Check that pipes have no leakage.
- If you find humidity in a wall, you must immediately call a specialist in order to make necessary repairs.
- Do not discard food or objects in piping since it may be clogged.
- Check that bathroom toilet accessories work properly.
- Clean cisterns or tanks at least twice a year.
- Keep sewer strainers free from garbage.



- Check that installations have no leaks by applying a water and soap solution in connections, if bubbles appear, it will be necessary to call a specialist.
- Check that flames in stoves and boilers are blue and not red, since the latter is indicative of carbon monoxide presence.
- In case of gas cylinders whenever purchasing them check that they have no impacts or removed paint, and do not receive them if they are in bad conditions.
- Tanks must be placed outdoors and over sound floor, and they must be at a minimum distance of 3 meters among them as well as from electric switches, combustible materials, windows.
- In case of a water boiler, device must also be placed outdoors. Its useful life is of 10 to 15 years, and if you detect leaking or see that it does not work properly, it must be replaced.
- Before going to sleep or leaving home, check that stove and boiler pilot lights are working, in order to prevent gas leaks.



- Fasten objects and furniture that could fall



- Keep toxic products away from reach of children.



- Identify outdoors risks; be aware if there are any construction works near your home, including gas stations, dislodged or loose power cables, including nearby rivers, ravines, etc.

Extinguisher



Recommendations:

You must have a 2.5 kg fire extinguisher which must be located in a visible place, with easy access and within risk possible zones, for example, near the kitchen.

Periodically check extinguisher's expiration date.

It is also recommended to install smoke detectors in halls, living room and bedrooms.

Waterproof bag with important documents.

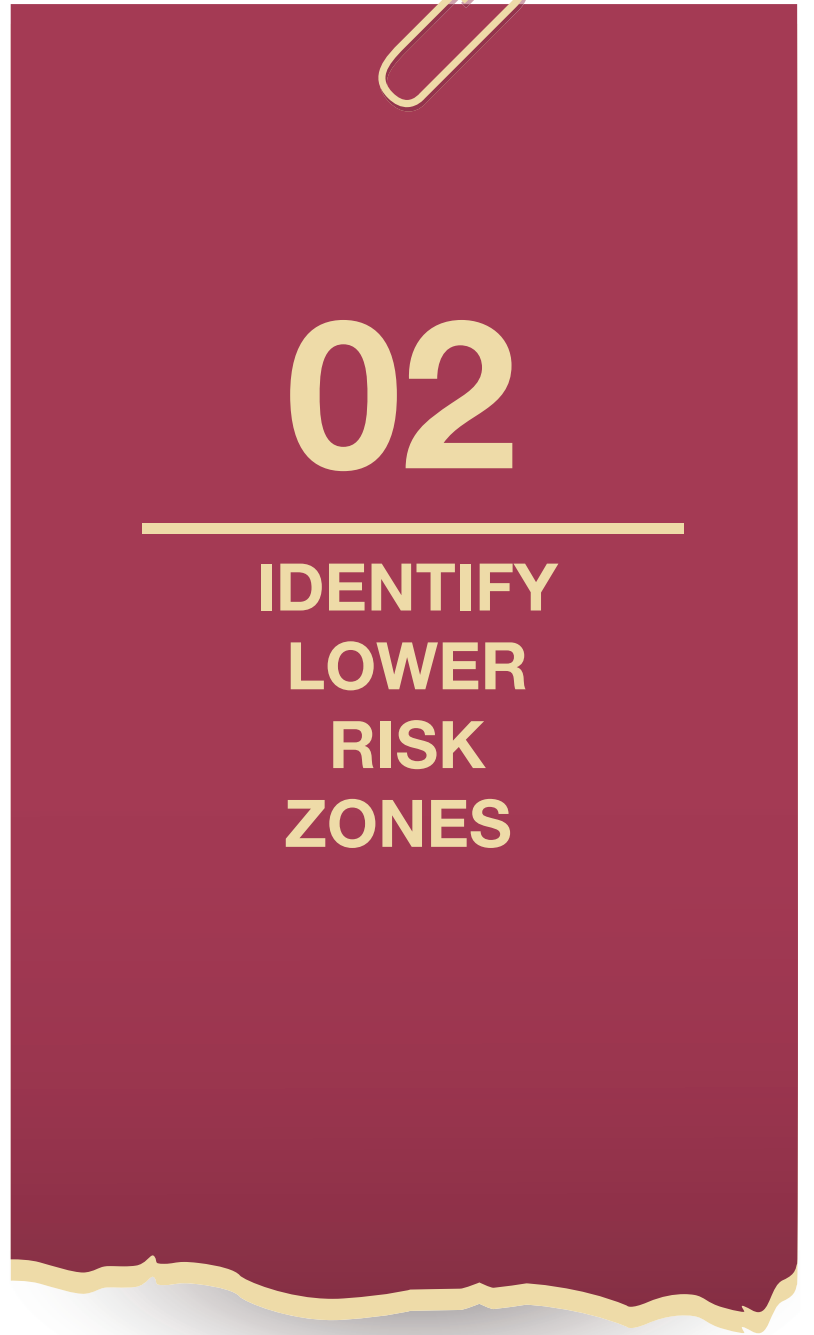


It must contain:

- Birth certificate
- Proof of address
- ID card with photograph (IFE, driver license, etc.)
- CURP
- Studies certificate
- Material assets invoices (home, car, etc.)
- Medical information
- Vaccination card
- Health card

If possible:

Scan said documents and carry them also in electronic means (flash drive, hard disk, etc), or forward them via e-mail.



02

**IDENTIFY
LOWER
RISK
ZONES**



ATTACHMENT

- What must never be missing at home
- Emergency numbers
- Emergencies Metropolitan Service

3

Upon any alarm, interrupt any activity. Close water and gas stopcocks and shutdown electric power supply.

4

Evacuate following indicated routes and according to the plan. Time as required to arrive to safe locations out of home, starting from different locations must be measured.



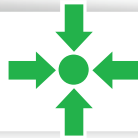
Whenever fire is involved, family members must always evacuate.

5

It is important to remember to stay calm.

6

Members must arrive to designated meeting point. Check that everybody is fine.



7

Results must be assessed and times adjusted.



Remember that in order to evacuate vulnerable groups, mainly children, disabled or elder individuals, more time is required and therefore needed help must be considered.

“IF YOU PLAN TODAY YOU WILL BE PREPARED”

Identify and indicate in a sketch your home's lower risk zones, including evacuation routes and meeting point.

If there is a person with a disability according to respective limitations it will be more important to account for safe locations, specially if these persons cannot bend over, cover or move by themselves.



Load bearing columns and walls are lower risk zones

Indicate lower risk zones

- Away from windows which could break as well as objects that could fall.
- Away from locations where hazardous materials are kept.
- Out of the kitchen, since in case of an earthquake, cabinet doors may open and dishes and glasses could fall and break.

1



Indicate evacuation routes:

- Those through which you arrive to lower risk locations and select not only must direct but also safer ones.
- Identify objects which could be an obstacle in evacuation routes and remove them.

2



Meeting point:

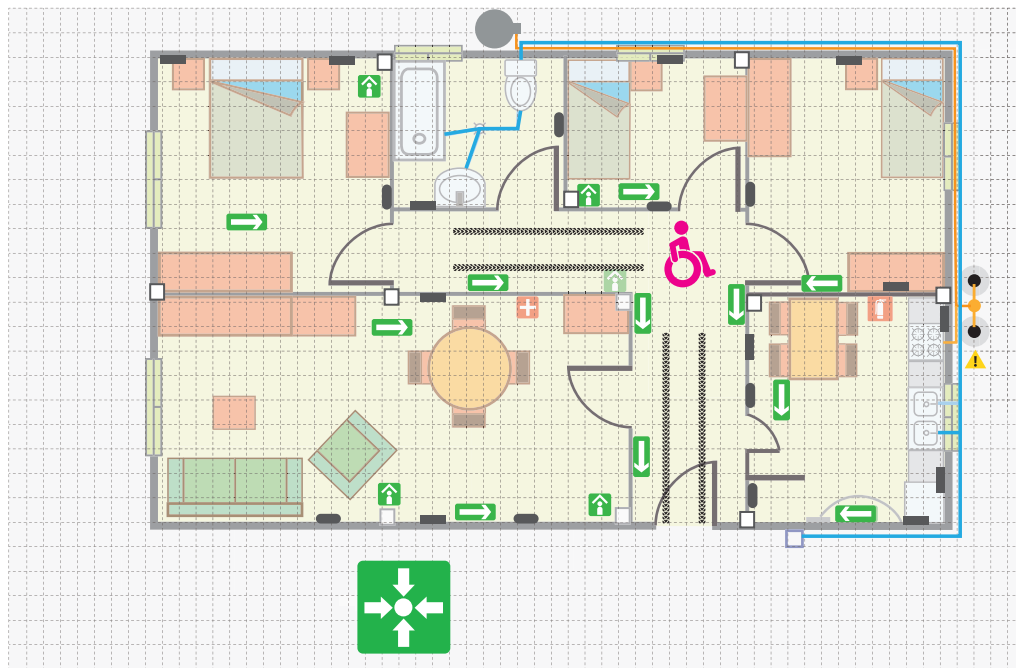
In case your family is not together during an emergency, a meeting point must be established.










3

If you live in a building, neighbors, in coordination with respective manager must create a **Civil Protection Internal Program**, identifying building indoors and outdoors **lower risk Zones**, including evacuation routes.



The following illustration is an example of the way in which you can make draw your sketch, indicating location of power, water and gas installations, as well as lower risk zones, evacuation routes, external meeting point, etc.



-  Extinguisher
-  First Aid Kit
-  Caution with flammable and/or combustible materials
-  Evacuation Route
-  Power Installation
-  Switches
-  Plugs
-  Gas Installation
-  Water Installation
-  Meeting Point
-  Lower Risk Zone

Once the entire family has knowledge of the **lower risk zones, evacuation routes and how to react in case of emergency** it is necessary to perform drills which will serve to strengthen and improve activities protocols.

By way of these exercises, common mistakes can be corrected

And they are also useful to reinforce self-protection



7 STEPS TO PERFORM DRILLS

Imagine an emergency situation (hypothetical) at home and what will you and your family do. 1

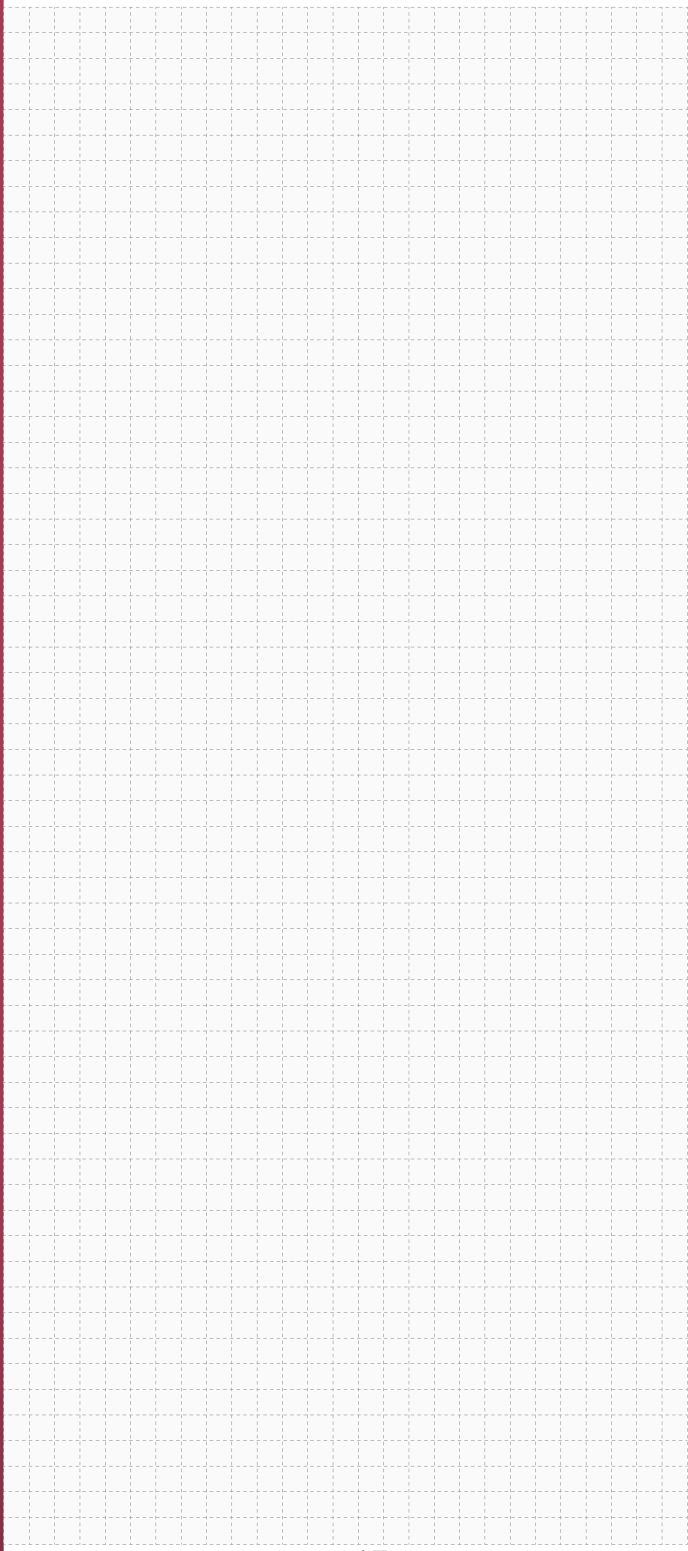
Responsibilities must be assigned to each family member. You should agree who will be responsible for the following: 2

- Taking care of minors
- Helping elders
- Assist disabled persons
- Protecting pets
- Shutting off gas, water and power supply
- Carry the life bag
- Calling Emergency Services
- Checking First Aid Kit status
- Checking life bag condition




Home Sketch

As a next step the family will meet and draw a sketch of home both indoors and outdoors and which will identify where power, water and gas installations are located, including lower risk zones, evacuation routes, meeting point, etc.



 Extinguisher

 First Aid Kit

 Caution against flammable
and/or combustible materials



Evacuation Routes



Power Installation

Gas Installation

Water Installation

Lower risk zones



External Risks and Meeting Points

Draw the outside area of your home in relation to potentially hazardous elements such as construction works, gas stations ravines, trees and bad conditions posts, factories, etc.

Locate hospitals or shelters, as well as sites which could be useful in case of an emergency

Meeting Point

Choose a safe location outdoors in order to meet after the emergency

- Gas stations

- Power posts

- Trees

- Cliffs

- Fallen cables

- Windows

Reaction



- If it is necessary to go outdoors, protect your eyes, nose, and mouth.



- Wear mask, glasses or goggles. Ash may have effects on your health.



- Do not exercise outdoors.
- Cover water tanks, cisterns and deposits to prevent from being contaminated.



- Do not leave human or animal consumption food outdoors.



- You should never pour water on ash since the latter hardens and blocks sewerage, it must only be swept and placed on bags, separated from other kinds of garbage.



- Standby for instructions by the authorities.

In case of fall of ashes from the Popocatépetl volcano

ASH



- If the start of a fire can be extinguished, this must be done with caution while other family member calls emergency services, if not possible to contain fire, evacuate according to that as already planned.



- Responsible member for shutting off electric power and gas supply will do so as long as

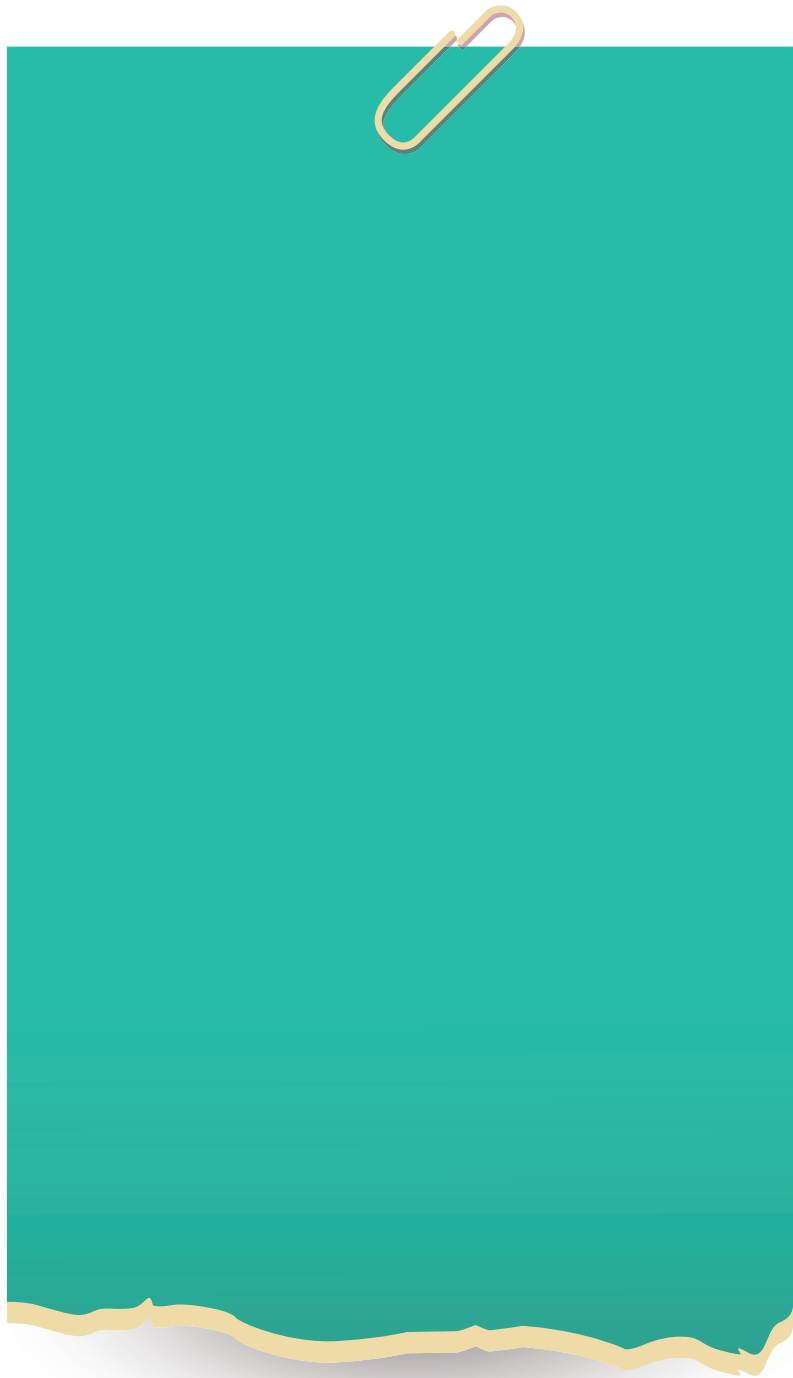
- Start of fire: Fire that may still be controlled.

FIRE



03

ACT

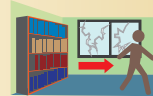


Reaction

In case a **threat** actually takes place, you must be prepared to act according to eventuality type.



- If you hear the seismic alert, you have few seconds of advantage and must locate in a lower risk zone.
- It is important to remain calm, since if you do not, an accident can occur.



- Stay away from windows or furniture which could fall.



- Upon seismic movement being perceptible, do not use stairways nor elevators.

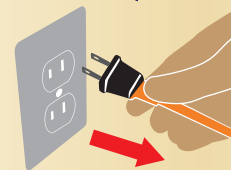
- Upon earthquake conclusion, check water, power and gas installations. Do not light fire.

- Try to have technical help for disabled individuals near said persons (wheelchair, prosthesis, canes and crutches).

EARTHQUAKE



- Have important documents available in an airtight bag.



- In case that water enters your home, disconnect electric power.



- If there is a flood or landslide warning, evacuate by providing more assistance to vulnerable groups, children, disabled and elder individuals.

RAINS/ FLOODS

