

NATURAL/MAN MADE DISASTERS

In the event of fire, flood, chemical threat, biological threat or radiation threat, bank personnel should do the following:

Secure the branch. Refer to the handouts included in this packet for safe evacuation methods.

Stay at least 300 feet from the Bank.

1. Go to intersection of Hubbard and Northwest Blvd
2. Call 911
3. Call Wes or Kim
4. Remain Calm
5. Stay Alert

Describe any suspicious activity going on or around the bank and surrounding areas.

Flood Safety

Do Not Walk Through Flowing Water

Drowning is the number one cause of flood deaths. Most occur during flash floods. Six inches of moving water can knock you off your feet. Use a pole or stick to make sure that the ground is still there before you go through an area where the water is not flowing.

Do Not Drive Through a Flooded Area

Most people drown in their cars than anywhere else. Don't drive around road barriers; the road or bridge may be washed out.

Stay Away From Power Lines and Electrical Wires

Electrocution is also a major killer in floods. Electrical current can travel through water. Report downed power lines to your utility company or local emergency manager.

Turn Off Your Electricity When You Return Home

Some appliances, such as television sets, can shock you even after they have been unplugged. Don't use appliances or motors that have gotten wet unless they have been taken apart, cleaned, and dried.

Watch for Animals, Especially Snakes

Small animals that have been flooded out of their homes may seek shelter in yours. Use a pole or stick to poke and turn items over and scare away small animals.

Look Before You Step

After a flood, the ground and floors are covered with debris including broken bottles and nails. Floors and stairs that have been covered with mud can be very slippery.

Be Alert for Gas Leaks

Use a flashlight to inspect for damage. Don't smoke or use candles, lanterns, or open flames unless you are sure that the gas has been turned off and the area has been aired out.

Carbon Monoxide Exhaust Kills

Use a generator or other gasoline-powered machine outdoors. The same goes for camping stoves. Fumes from charcoal are especially deadly -- cook with charcoal only outdoors.

Clean Everything That Get Wet

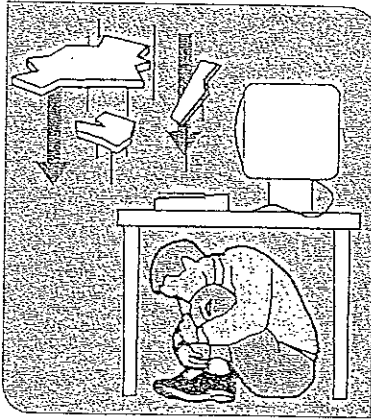
Floodwaters have picked up sewage and chemicals from roads, farms, factories, and storage buildings. Spoiled food and flooded cosmetics and medicines are health hazards. When in doubt, throw them out.

Take Good Care of Yourself

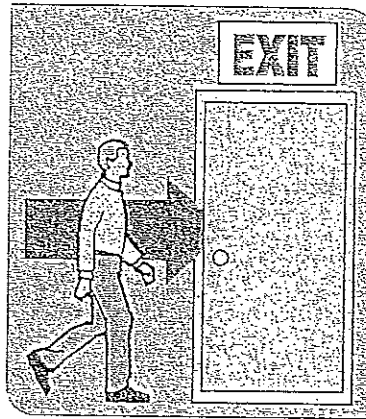
Recovering from a flood is a big job. It is tough on both the body and the spirit. And the effects a disaster has on you and your family may last a long time. Learn how to recognize and care for anxiety, stress, and fatigue.

EXPLOSIONS

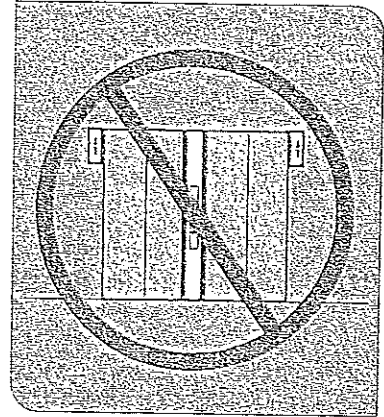
If there is an explosion...



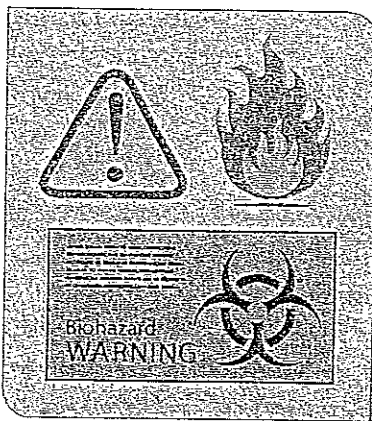
1. Take shelter against your desk or a sturdy table.



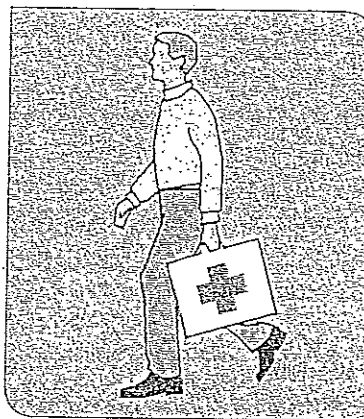
2. Exit the building as quickly as possible.



3. Do not use elevators.



4. Check for fire and other hazards.

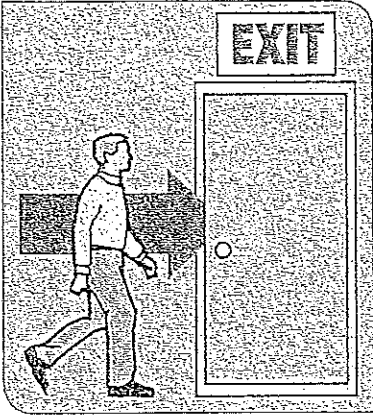


5. Take your emergency kit if time allows.

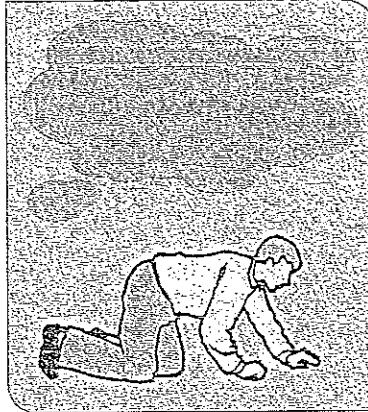
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EXPLOSIONS

If there is fire...



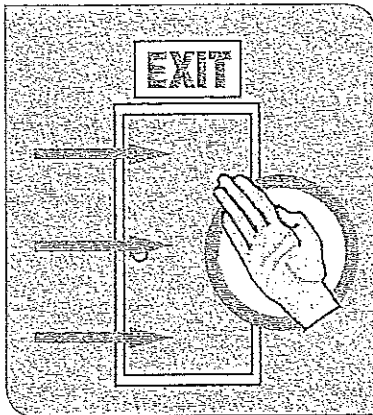
1. Exit the building as quickly as possible.



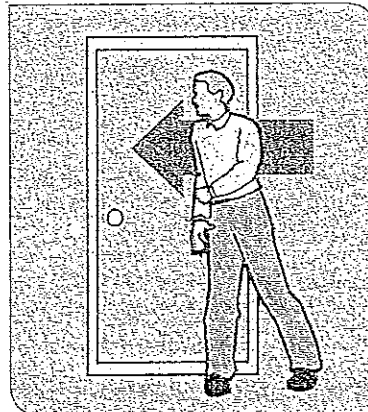
2. Crawl low in smoke.



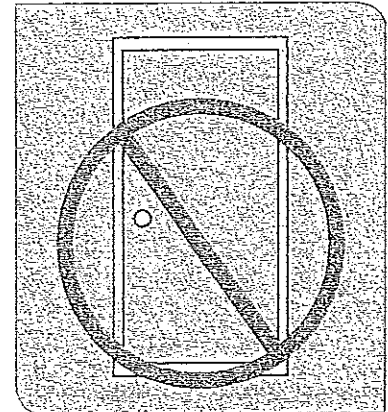
3. Use a wet cloth to cover your nose and mouth.



4. Use the back of your hand to feel the lower, middle, and upper parts of closed doors.



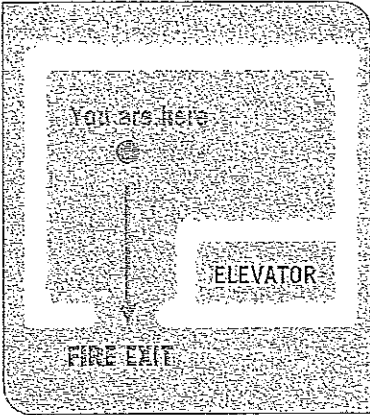
5. If the door is not hot, brace yourself against the door and open it slowly.



6. Do not open the door if it is hot. Look for another way out.

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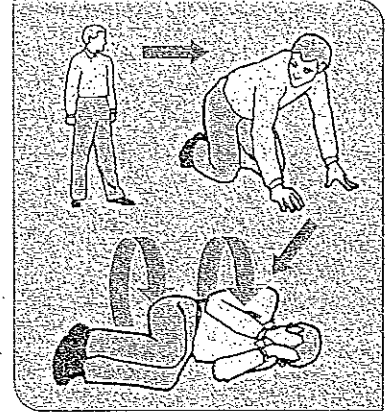
EXPLOSIONS If there is fire...



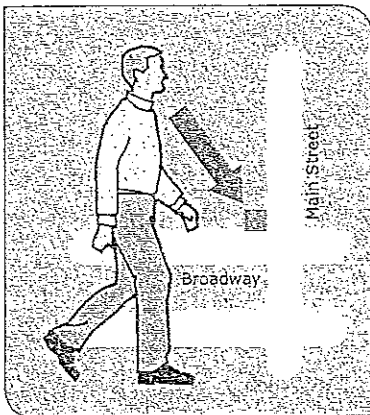
7. Use appropriate fire exits, not elevators.



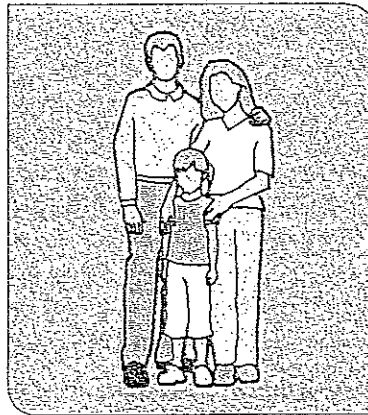
8. If you catch fire, do not run!



9. Stop, Drop and Roll.



10. If you are at home, go to previously designated meeting place.



11. Account for your family members.



12. Do not go back into a burning building and carefully supervise small children.

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EXPLOSIONS If there is fire...

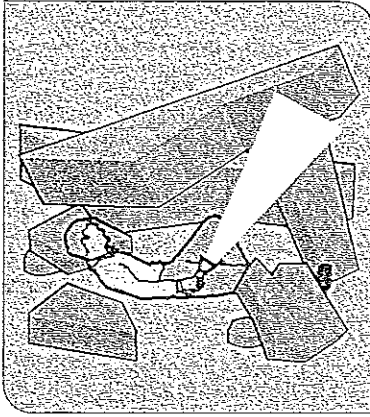


13. Call the fire department.

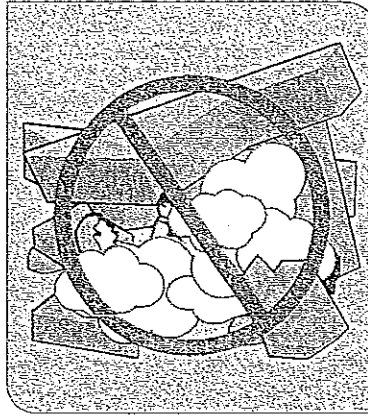
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EXPLOSIONS

If you are trapped in debris...



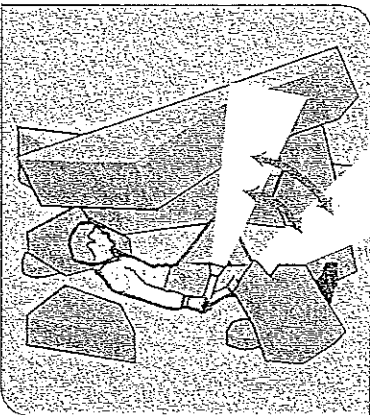
1. If possible, use a flashlight to signal your location.



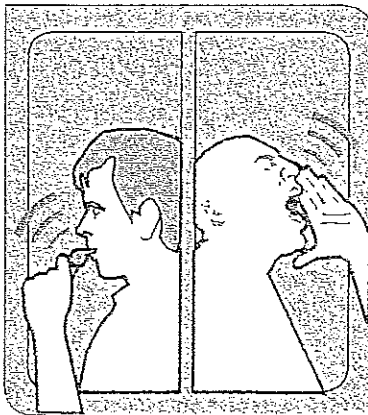
2. Avoid unnecessary movement so that you don't kick up dust.



3. Cover your mouth and nose with anything you have on hand. Dense weave cotton material can create a good filter. Try to breathe through the material.

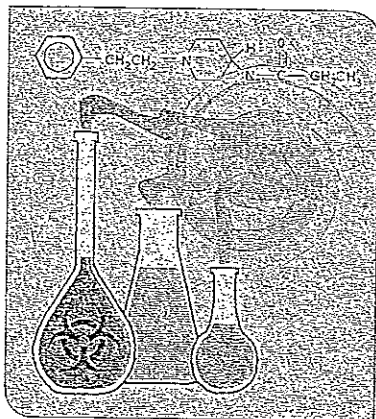


4. Tap on a pipe or wall so that rescuers can hear where you are.



5. Use a whistle if one is available. Shout only as a last resort - shouting can cause a person to inhale dangerous amounts of dust.

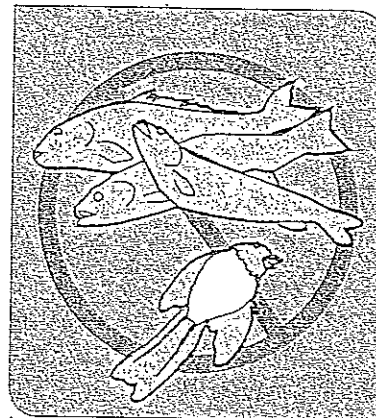
CHEMICAL THREAT



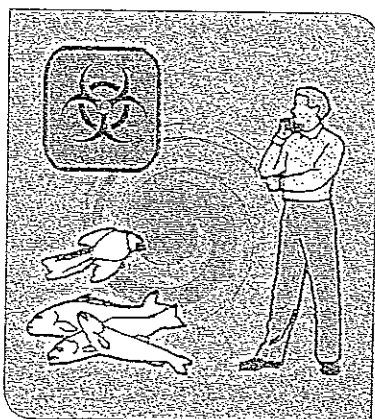
1. A chemical attack is the deliberate release of a toxic gas, liquid or solid that can poison people and the environment.



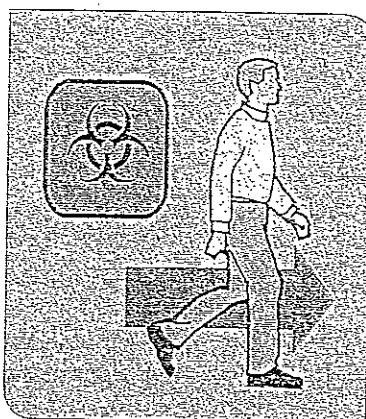
2. Watch for signs such as many people suffering from watery eyes, twitching, choking, having trouble breathing or losing coordination.



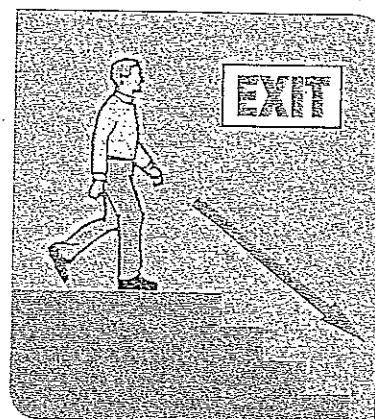
3. Many sick or dead birds, fish or small animals are also cause for suspicion.



4. If you see signs of a chemical attack, quickly try to define the impacted area or where the chemical is coming from, if possible.

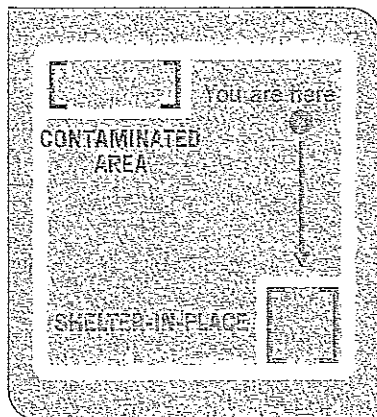


5. Take immediate action to get away from any sign of a chemical attack.

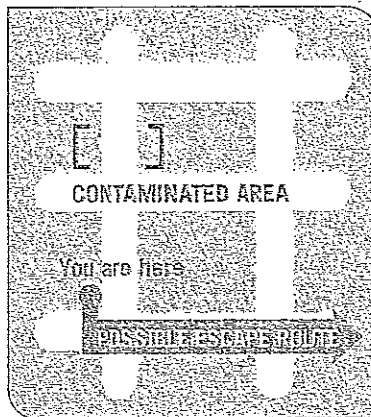


6. If the chemical is inside a building where you are, try to get out of the building without passing through the contaminated area, if possible.

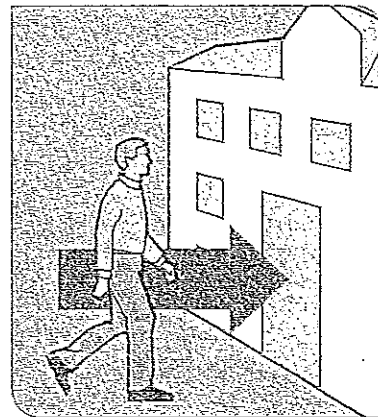
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CHEMICAL THREAT



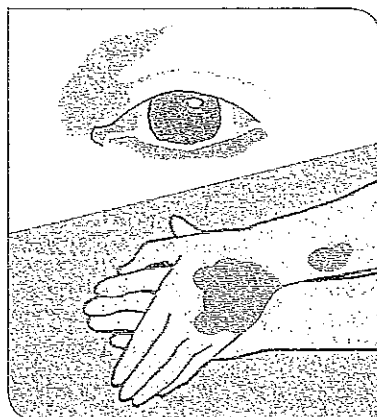
7. Otherwise, it may be better to move as far away from where you suspect the chemical release is and "shelter-in-place."



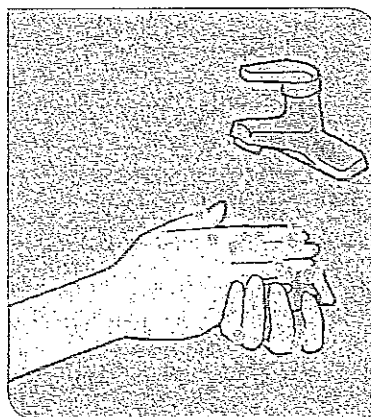
8. If you are outside when you see signs of a chemical attack, you must quickly decide the fastest way to get away from the chemical threat.



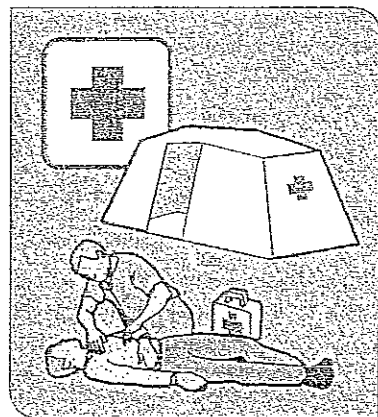
9. Consider if you can get out of the area or if it would be better to go inside a building and follow your plan to "shelter-in-place."



10. If your eyes are watering, your skin is stinging, you are having trouble breathing or you simply think you may have been exposed to a chemical, immediately strip and wash. Look for a hose, fountain, or any source of water.



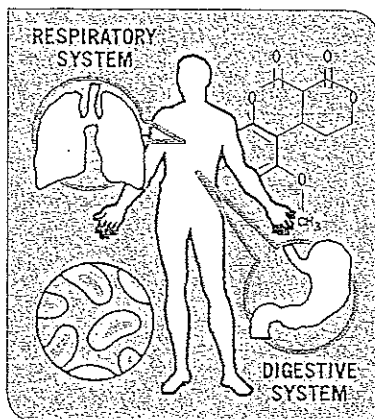
11. Wash with soap and water, if possible, but do not scrub the chemical into your skin.



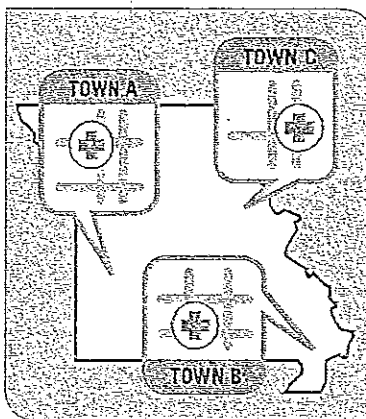
12. Seek emergency medical attention.

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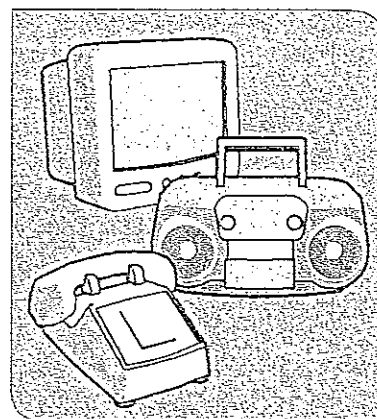
BIOLOGICAL THREAT



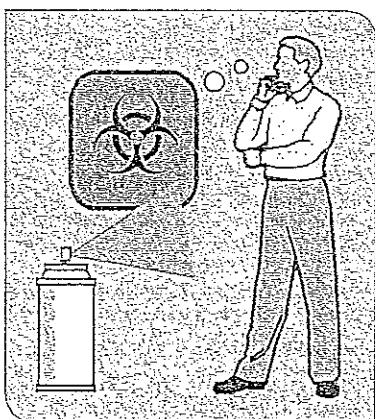
1. A biological attack is the release of germs or other biological substances. Many agents must be inhaled, enter through a cut in the skin or be eaten to make you sick. Some biological agents can cause contagious diseases, others do not.



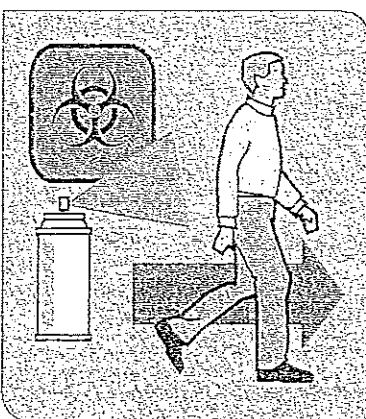
2. A biological attack may or may not be immediately obvious. While it is possible that you will see signs of a biological attack it is perhaps more likely that local health care workers will report a pattern of unusual illness.



3. You will probably learn of the danger through an emergency radio or TV broadcast.



4. If you become aware of an unusual or suspicious release of an unknown substance nearby, it doesn't hurt to protect yourself.

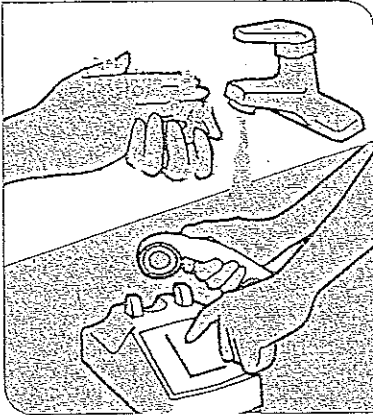


5. Get away from the substance as quickly as possible.

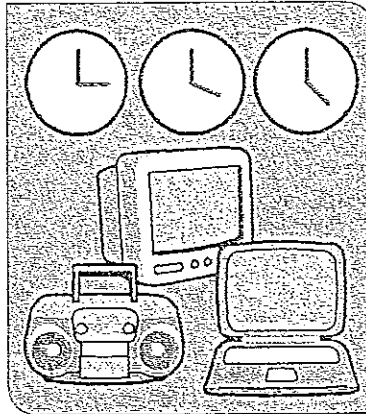


6. Cover your mouth and nose with layers of fabric that can filter the air but still allow breathing.

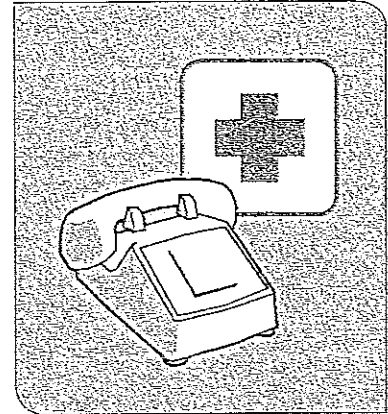
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BIOLOGICAL THREAT



7. Wash with soap and water and contact authorities.

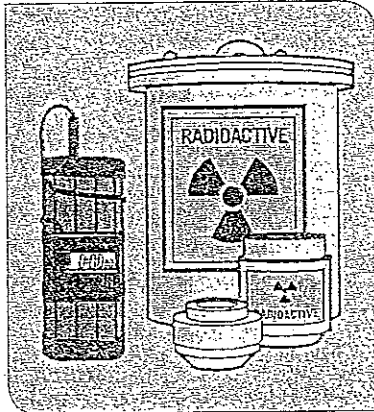


8. In the event of a biological attack, public health officials may not immediately be able to provide information on what you should do. However, you should watch TV, listen to the radio, or check the Internet for official news as it becomes available.

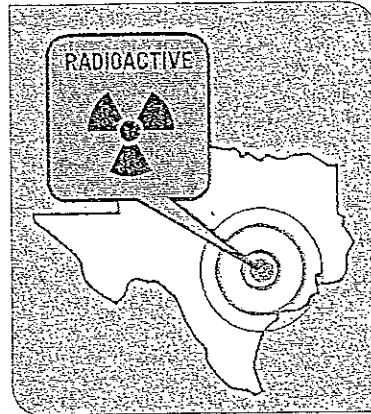


9. At the time of a declared biological emergency be suspicious, but do not automatically assume that any illness is the result of the attack. Symptoms of many common illnesses may overlap. Use common sense, practice good hygiene and cleanliness to avoid spreading germs, and seek medical advice.

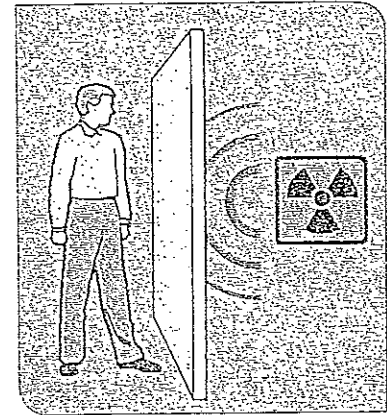
RADIATION THREAT



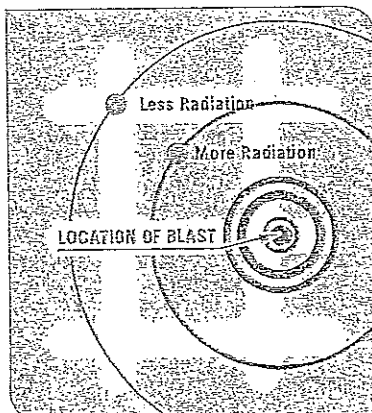
1. A radiation threat or "Dirty Bomb" is the use of common explosives to spread radioactive materials.



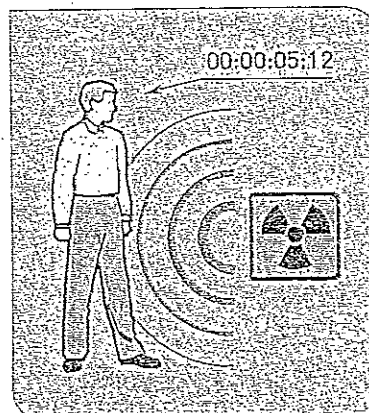
2. It is not a nuclear blast. The force of the explosion and radioactive contamination will be more localized. In order to limit the amount of radiation you are exposed to, think about shielding, distance and time.



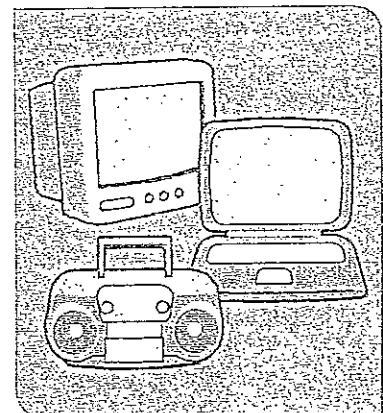
3. **Shielding:** If you have a thick shield between yourself and the radioactive materials more of the radiation will be absorbed by the thick shield, and you will be exposed to less.



4. **Distance:** The farther away you are from the radiation the lower your exposure.



5. **Time:** Minimizing time spent exposed will also reduce your risk.



6. Local authorities may not be able to immediately provide information on what is happening and what you should do. However, you should watch TV, listen to the radio, or check the Internet often for official news and information as it becomes available.