

Family Force Protection Plan

October 2013

Individual Highlights

Commander's Intent	1
Are you Prepared?	1
Disaster Kit	2
Siren Warning Signals	3
Natural Disasters	4
Terrorism	7
Pandemic Influenza	8
Sheltering In Place	9
Pet Sheltering	10
Links	11
Run, Hide, Fight	12



Commander's Intent

Prepare for natural or man-made incidents through development of sound base threats to MCB Hawaii through successful implementation of Force Protection Measures and appropriate Countermeasures; **Prevent** or minimize the effects of natural or man-made disasters through evaluation of base preparedness and providing real-time information to residents and

responding real-time Information to residents and responding units of approaching hazards; **Respond** to man-made and natural threats in accordance with plans and procedures developed through exercise lessons learned; **Recover** from disasters by cooperating with local, state and Federal response forces while stressing to the community the hazards involved in recovery operation, and by providing for physical

and emotional needs of the base community. **End State:** No loss of life; our forces protected, and continuity of operations ensured.

Are You Prepared?

Everyone should have a Disaster Preparedness Plan in order to be prepared for emergencies that may occur. When putting together your plan, first discuss the types of hazards that could affect your family. Know your homes vulnerability to storm surge, flooding and wind. Locate a safe room or the safest areas in your home and places to meet. Have an out-of-state friend as a family contact, so all your family members have a single point of

contact to call in the event that you are displaced. Don't forget to include your pets when making up your plan. Check your insurance coverage – flood damage is not usually covered by homeowners insurance. Take First Aid, CPR and disaster preparedness classes. Practice and maintain your plan. Now that you've completed your plan, it's time to prepare your disaster kit. Think practical first, and think comfortable second. All

essential needs should be able to fit in a 5 gallon bucket. Absolute necessities include food, water and warmth. After your most basic needs, consider additional necessities to include in your emergency preparedness kit. When making additions to your family emergency kit, keep in mind that it should be easily transportable, accessible and close to an exit of the building. Mobile emergency kits should be smaller, more

Disaster Kits

personalized and should be no bigger than a backpack or fanny pack. While you can never be too ready or too prepared, you do not want to burden yourself when you need to be on the move. Consult with the checklists from the FEMA.Ready.gov or American Red Cross websites provided at the end of this document to determine your planning needs. The emergency kits are designed to be the basis for some of the supplies you may have available when an emergency or disaster happens. While the materials included in the kit are a good start, there is no kit that can provide all the supplies that individuals may need in an emergency. Your kit should be based on your own personal needs. Additional contents could include:

CLOTHING AND BEDDING

At least one complete change of clothing and footwear per person

Sturdy shoes or work boots

Blankets or sleeping bags

TOOLS AND SUPPLIES

Flashlight and extra batteries

Mess kit, or paper cups, plates and plastic utensils

Cash, traveler's checks, change

Non-electric can opener, utility knife.

Tent

Pliers

Tape

Matches in waterproof container

Needles and thread

Medicine droppers

Plastic sheeting

Map of area

Battery operated radio and extra batteries

Masks

Plastic storage containers

SANITATION

Toilet paper, towelettes

Soap, liquid detergent

Feminine supplies

Plastic garbage bags, ties

Plastic bucket with tight lid

Disinfectant

Household chlorine bleach

Diapers

WATER

Store one gallon of water per Person, per day (two quarts for drinking, two quarts for food preparation/sanitation)

WAYS OF TREATING WATER. In the event it becomes necessary to decontaminate water, the following procedures should be adhered to.

Boiling. Boiling is the safest method of treating water. Bring water to a boil for 1 full minute. Boiled water will taste better if you put oxygen back into it by pouring the water back and forth between two clean containers.

Chlorination. Some kinds of "Liquid Chlorine Bleach" can be used. Check the label; it should contain 5.25% - 6.0 sodium hypochlorite to be Effective in killing bacteria. Do not use scented bleaches. Add to water using an eye dropper, stir and wait 30 minutes before drinking. Use the following table as an example.

Amount of water: 1 Gallon

Amount of bleach if water is clear: 8 Drops

Amount of bleach if water is cloudy: 16 Drops.

Distillation. Involves boiling water and then collecting only the vapor that condenses. To distill, fill a pot halfway with water. Tie a cup to the handle on the pot's lid so that the cup will hang right-side-up when the lid is upside-down (make sure the cup is not dangling into the water) and boil the water for 20 minutes. The water that drips from the lid into the cup is distilled.

FOOD

Ready-to-eat canned meats, fruits and vegetables.

Canned juices, milk, soup (if powdered, store extra water)

Baby formula and vitamins

High energy foods – Peanut butter, jelly, crackers, granola bars, trail mix

Comfort/stress foods – Cookies, hard candy, sweetened cereals, instant coffee, tea bags.

SPECIAL ITEMS

Medications (both prescription and non-prescription), pain relievers, stomach remedies, etc. (Ask your physician/pharmacist about storing medications). Extra eyeglasses, Important family documents (in a waterproof container), will insurance policies, contracts, deeds, stocks and bonds, Passports, social security cards, immunization records, bank account numbers, credit card numbers and companies, inventory of valuables, important telephone numbers, family records (birth, marriage, death certificates). Entertainment – Games, books, special needs supplies (infant, elderly, disabled). Rethink your kit at least once a year. Replace batteries, update clothing as necessary.

Marine Corps Base Hawaii uses several methods to alert and notify personnel both on and off base.

- For on base personnel, we utilize television channel 2.
- We have the capability to send Specific emergency messages to all television channels on Base.
- We have a system known as the Giant Voice which uses several towers and speakers throughout the Base to transmit emergency messages.
- We have a system which has the capability to place phone calls to numerous personnel simultaneously.
- MCB Hawaii 'Hawaii Marine newspaper' utilizes Facebook/Twitter to get the word out, highly encourage folks go to MCBH Hawaii Marine Facebook page.

MCB Hawaii will also be announcing on MCBH Homepage immediate message; go to <http://www.mcbhawaii.marines.mil/> or to www.facebook.com/MarineCorpsBaseHawaii.

- These methods are designed to ensure that the word gets out to as many military/civilian personnel and dependents as possible. Don't forget to watch the local news channels.



Natural Disasters

Natural disasters include tropical cyclones, tsunamis, winter storms, flooding (including flash floods), storm surges and earthquakes.

Tropical Cyclones. Tropical Cyclones are systems of rotating winds characterized by a rapid decrease in pressure and increase in wind speed toward the center of the storm. Damage from tropical cyclones is caused by torrential rain from the advancing band of thunderclouds, ferocious wind, flooding from heavy rains during the storm, tornadoes, and storm surge. When a tropical cyclone reaches sustained winds greater than 74 mph, it is considered a HURRICANE. They are generated each year over tropical waters, generally during the months of JUNE thru NOVEMBER.

Hurricanes. Hurricanes can strengthen and weaken and be assigned to different categories of strength at different times in their evolution.

Category one. Sustained winds of 74-95 mph or storm surge up to 4-5 feet above normal sea state. No real damage.

Category two. Sustained winds of 96-110 mph or storm surge of 6-8 feet above normal sea level. Some minor damage to buildings, coastal and low lying escape routes flood 2-4 hours before the arrival of the eye of the storm. Small craft in unprotected anchorages will likely break moorings.

Category three. Sustained winds of 111-130 mph or storm surge 9-12 feet above normal sea state. Some structural damage to small residences and utility buildings. Terrain less than 5 feet above mean sea level (MSL) may be flooded inland as far as six miles.

Category four. Sustained winds of 131-155 mph or storm surge 13-18 feet above normal sea state. Major damage to lower floors of structure near the shore. Terrain less than 10 feet above MSL may be flooded requiring massive evacuation of residential areas inland as far as six miles.

Category five. Sustained winds greater than 155 mph or storm surge greater than 18 feet above normal sea state. Some complete building failures will small utility buildings blown over or away. Major damage to lower floors of all structures located less than 15 MSL and within 500 yards of the shoreline. Massive evacuation of residential areas on low ground within 5-10 miles of the shoreline may be required.

Tsunami- Earthquakes

5

If you feel the earth shaking, you should immediately move away from the beach. A local earthquake could generate a tsunami in approximately 20-30 minutes. If in a bldg or away from the beach, you should stop, drop and hang on to something.

Tsunami is the Japanese term meaning "harbor wave". As such, it is most descriptive of the phenomenon frequently referred to as tidal or seismic sea wave. Generally caused by under water earthquakes anywhere in the pacific basin, tsunamis, although infrequent, are capable of causing considerable loss of life and property anywhere along the coastal areas. Locally generated earthquakes can produce a Tsunami within 25 minutes. Alaskan Earthquakes would take approximately 6-10 hours to reach us. Tsunami characteristics include: Can be hundreds of miles wide, it can range from a few inches to several hundred feet tall and can travel at speeds up to 500 mph. **If you feel an earthquake, immediately move away from the ocean.** If away from the water, **STOP, DROP AND HOLD ON!**



High Surf Warnings

Warning Level: DANGEROUS.....a potential for loss of life or limb exists.

Condition: Large powerful waves are generated by winds and storms at sea sometimes thousands of miles from the Hawaiian Islands. Seasonal high surf occurs on all shores of O'ahu. Typically, shorelines facing North, East and West receive high surf during winter months. Shores facing Southeast and Southwest receive high surf during summer months. If you're uncertain of your abilities, don't go into the ocean during high surf; heed all posted high surf warnings! Your life could depend on it!

NOTE: Surf on the North shore may reach heights of twenty-five feet plus, on the West shore, fifteen feet plus.




(c) Copyright 1986, 2001, Hawaiian Lifeguard Association. All Rights Reserved.



(c) Copyright 1986, 2001, Hawaiian Lifeguard Association. All Rights Reserved.



 Swim at beaches with lifeguards. Read and observe posted sign warnings. Watch children carefully. Hold on to the younger ones. Never attempt to swim at the water's edge during big surf. Never surf or bodyboard in big waves unless you are an expert. Never rely on your board or leash as a substitute for your swimming ability. Never swim in big surf if you are not a strong swimmer. Do not drink alcohol or do drugs and swim.

 **If In Doubt, Just Stay Out!**

Winter Storms/Floods. Winter storms are common during December thru March, rainy season in the Hawaiian Islands. The storms are caused by slow moving or stagnant frontal systems. The combination of wind and rain particularly when soils have been saturated often cause localized stream flooding, debris flows, rock and mud slides, downed trees and power lines, damage to housing, and damage to material, equipment and supplies.

The Department of Defense defines terrorism as the calculated use of violence to create fear; intended to coerce or try to intimidate governments or societies in the pursuit of goals that are generally political, religious or ideological. When sensationalized by media coverage, acts of terrorism have caused many of us to become fearful of overseas travel.

Events have shown that terrorists have reached new levels of organization, sophistication, and violence. They plan their threat or attack to obtain the greatest publicity, generally choosing targets that symbolize what they oppose. Their operations are planned and implemented with considerable expertise. They seek to exploit the target's vulnerabilities and minimize their own risk. The violence they practice is calculated and rational. They attempt to generate fear among the people, induce a general loss of confidence in government, and provoke the authorities to adopt repressive measures causing greater disruption with society.

If all of this sounds disturbing, it is! But there are measures you can take to significantly improve your chances of avoiding an encounter with terrorism if you practice the four basic rules.

1. Learn about potential threats
2. Keep a low profile
3. Be unpredictable
4. Remain vigilant – Watch and Listen

If a terrorist incident occurs in Hawaii, turn on your radio/television and adhere to all directions given by government officials.

The threat of terrorism may seem overwhelming, but the general measures you would take in a personal crime prevention program apply to the terrorist situation as well.

Become familiar with your environment. Know what is normal in order to detect the unusual.

Consult your local law enforcement office on how to best protect your home, your car, and your family from crime.

Crime Prevention is the cornerstone of a personal security program. By participating in crime watch programs, reporting suspicious activities, and other such programs you can lessen the likelihood of a terrorist act affecting you. The Marine Corps recognizes the increasing importance of leveraging an installation's eyes and ears to assist Law Enforcement and the wider Protection Community in meeting the challenges of Public Safety & Security. Therefore, HQMC has enhanced the Corps' Eagle Eyes campaign with a new website for community members to submit tips, leads, and suspicious activities that are witnessed aboard an installation.

"See it - Click it - Report it!" Mobile imagery is welcomed, go to <https://usmceagleeyes.org/index.html>, click on Marine Corps Base Hawaii and report your information.

Pandemic Influenza

Undoubtedly, by now everyone has heard the reports concerning pandemic flu. Many people also have questions, starting with what exactly is pandemic flu? How will it affect me? What can I do to prepare myself and my family? These questions and others will be best answered before a flu pandemic is upon us. To address these concerns we must first look to the past. In the last 300 years that have been 10 pandemics. More specifically since the 1900's there have been 3 pandemic flu outbreaks. The most serious of these was the Spanish Flu of 1918. This pandemic was responsible for the deaths of 500,000 Americans and 40 million deaths world wide. What we know about the history of pandemics makes it clear that they have happened in the past and will continue to happen in the future.

Pandemic influenza and seasonal influenza are simply two different variations of the same disease. However, pandemic flu is more potent than seasonal flu. Virtually no one has immunity to this particular strain of flu. Both types of influenza are spread by coughing and producing airborne droplets that reach the eyes, nose, and mouth, or by touching contaminated surfaces. To minimize your chances of becoming sick and spreading the flu, people should wash their hands with soap and water both regularly and after coughing or sneezing, cover their mouths when coughing, and stay home when they are sick.

The department of Health and Human Services (DHHS) predicts that 25% of the population will become infected if there is a flu pandemic, so it would be prudent to prepare in advance.

Pandemics typically come and go in waves. Each wave can last months at a time so it is important to be prepared for prolonged disruptions of basic services such as school, health care services and public transportation. Everyone will have different needs during a pandemic, so it is important to tailor your response plan to meet your personal needs before it occurs. Go to www.mcbh.usmc.mil for more information.

Since it may be impractical to get to drug or grocery stores, you should start stocking a supply of water, non-perishable food and any prescription drugs. As in any emergency, having a disaster kit prepared in advance will ease the burden upon yourself, family or friends. It will also prevent any unnecessary exposure of yourself or others. Most importantly maintain clean hands at all times and when told to wear a mask, do so.



If you're instructed to **stay where you are** or ordered to **go to your home** due to destructive weather or some kind of terrorist attack. You will be notified by cable television, giant voice, facebook or email on what to do. In general, you will be instructed to:

If in a car, shut off outside air intake vents, roll up all windows if no gas has entered the vehicle.

Choose a "safe haven room"

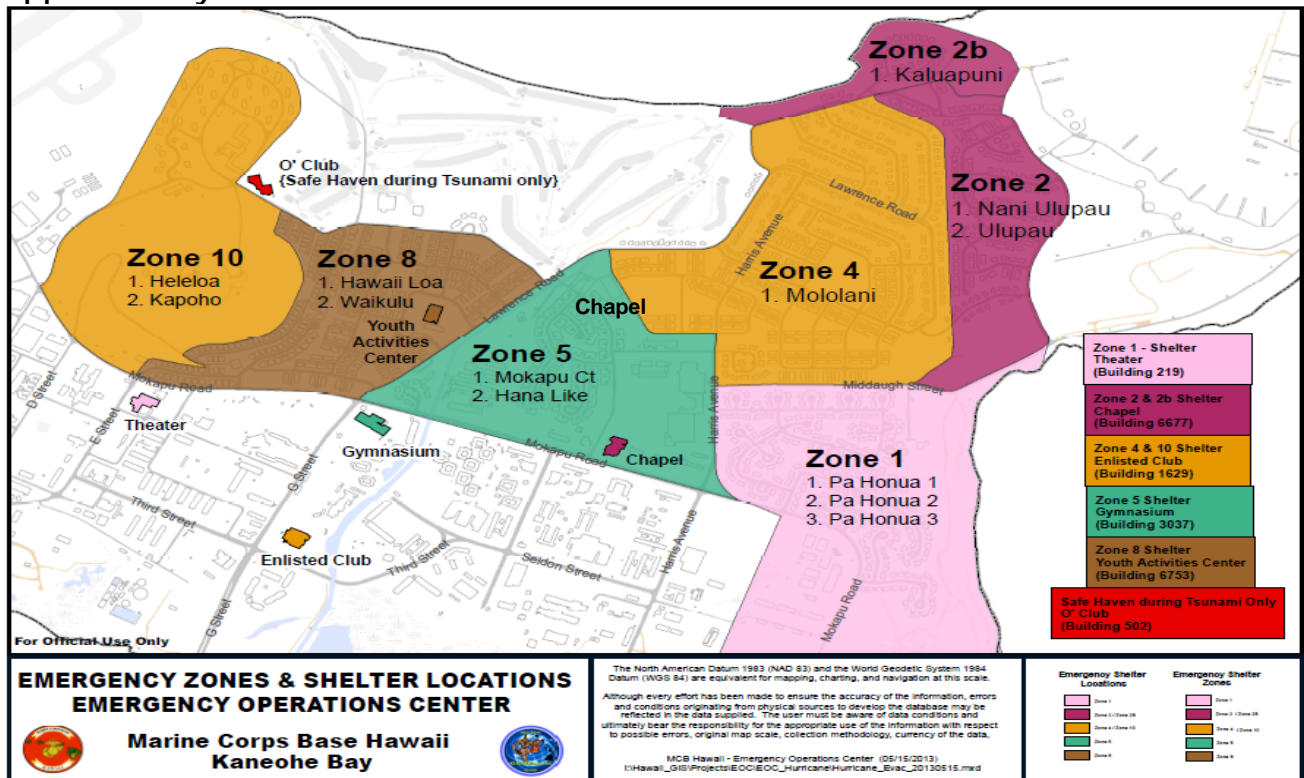
Select an inner room on the upstairs floor with the least number of windows and doors. Choose a large room with access to a bathroom and preferably with a telephone/t.v.

Sealing a room

Put material or tape cracks in doors, windows and cover with plastic sheets. Turn off any air conditioning units. Keep your television on at all times. Remain in your homes until you hear the "All clear signal. Try to confine yourselves to one area of the house.

Base Shelters when told to evacuate

- On Base go to <http://www.mcbhawaii.marines.mil/>
- Off Base go to <http://www1.honolulu.gov/dem>
- During a Tsunami, evacuate to a "SAFE HAVEN" i.e., higher ground (officer club, rifle range, inside the Base to location such as the baseball field. MCB Hawaii will open up facilities to accommodate families with bathroom facilities. **Please note, a SAFE HAVEN is not a shelter where you will receive a cot or water. Also note, the gates (front and back) will be closed approximately ½ hour before the wave or destructive weather.**



Active Shooter

WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY

QUICKLY determine the most reasonable way to protect your own life. Customers and clients will follow the lead of employees and managers during an active shooter situation.

- 1. EVACUATE** • Have an escape route and plan in mind • Leave your belongings behind • Keep your hands visible
- 2. HIDE OUT** • Hide in an area out of the active shooter's view. • Block entry to your hiding place and lock the doors
- 3. TAKE ACTION** Only if your life is in imminent danger.
 - Attempt to incapacitate the active shooter.
 - Act with physical aggression and throw items at the active shooter.

CALL 911 WHEN IT IS SAFE TO DO SO

4. HOW YOU SHOULD REACT WHEN LAW ENFORCEMENT ARRIVES:

- Remain calm, and follow officers' instructions
- Avoid pointing, screaming
- Immediately raise hands and spread fingers
- Do not stop to ask officers for help or direction when evacuating, just proceed in the direction from which
- Keep hands visible at all times officers are entering the premises
- Avoid making quick movements toward officers such as attempting to hold on to them for safety

5. INFORMATION YOU SHOULD PROVIDE TO LAW ENFORCEMENT OR 911 OPERATOR:

- Location of the active shooter
- Number and type of weapons held by the shooter/s
- Number of shooters, if more than one
- Number of potential victims at the location
- Physical description of shooter/s

RECOGNIZING SIGNS OF POTENTIAL WORKPLACE VIOLENCE

An active shooter may be a current or former employee. Alert your Human Resources Dept if you believe an employee exhibits potentially violent behavior. Indicators of potentially violent behavior may include one or more of the following:

- Increased use of alcohol and/or illegal drugs
- Unexplained increase in absenteeism, and/or vague physical complaints
- Depression/Withdrawal
- Increased severe mood swings, and noticeably unstable or emotional responses
- Increasingly talks of problems at home
- Increase in unsolicited comments about violence, firearms, and other dangerous weapons and violent crimes

MCB Hawaii will make every effort to designate a shelter for pets 72 hours prior to the arrival of a storm and the shelter will be activated 12 hours prior. **Pets will only be allowed in the designated shelter if they're in a crate.**

Pet Plan:

Contact your veterinarian or local humane society for information on preparing your pets for an emergency.

BEFORE THE DISASTER

- Make sure that your pets are current on their vaccinations. Pet shelters may require proof of vaccines.
- Have a current photograph.
- Keep a collar with identification on your pet and have a leash on hand to control your pet.
- Have a properly-sized pet carrier for each animal – carriers should be large enough for the animal to stand and turn around.
- Plan your evacuation strategy and don't forget your pet! Specialized pet shelters, animal control shelters, veterinary clinics and friends and relatives out of harms way are all potential refuges for your pet during a disaster.
- **If you plan to shelter your pet – work it into your evacuation route planning.**

DURING THE DISASTER

- Animals brought to a pet shelter are required to have: Proper identification collar and rabies tag, proper identification on all belongings, a carrier or cage, a leash, an ample supply of food, water and food bowls, any necessary medications, specific care instructions and news papers or trash bags for clean up.
- Bring pets indoors well in advance of a storm – reassure them and remain calm.
- Pet shelters will be filled on first come, first served basis. Call ahead and determine availability.

AFTER THE DISASTER

- Walk pets on a leash until they become re-oriented to their home – often familiar scents and landmarks may be altered and pets could easily be confused and become lost. Also, downed power lines and debris can all pose a threat for animals after a disaster.
- If pets cannot be found after a disaster, contact the local animal control office or Military Police Department to find out where lost animals can be recovered. Bring along a picture of your pet if possible.
- After a disaster, animals can become before aggressive or defensive – monitor their behavior.
- **Don't forget your pet when preparing a family disaster plan.**

PET DISASTER SUPPLY KIT

- Proper identification including immunization records
- Ample supply of food and water
- A carrier or cage
- Medications
- Muzzle, collar and leash

Pet Sheltering (Con't)

Oahu Pet Friendly Shelters

In the event of a disaster, listen to radio and television broadcasts to find out if your nearest shelter will be open. Depending on the nature of the emergency, not all shelters may open.

North Shore (Kaena Pt.-Kahuku)

Waialua High and Intermediate

Leeward Coast (Makua-Waipahu and Vicinity)

Campbell High

Ilima Intermediate

Nanakuli High and Intermediate

Waipahu Elementary

Waipahu High

Wheeler Middle

Central Oahu (Wahiawa-Mililani and Vicinity)

Leilehua High

Mililani High

Mililani Middle

Pearl City-Aiea and Salt Lake

Aiea High

Highlands Intermediate

Moanalua Middle

Moanalua High

Pearl City High

Radford High

Salt Lake-Punchbowl and Downtown

Kalakaua Middle

Roosevelt High

Stevenson Middle

Punchbowl-Waialae and Vicinity

Jarrett Middle

Kaimuki High

Kaimuki Middle

Washington Middle

Aiea Haina-Hawaii Kai and Vicinity

Kaiser High
Kalani High

Windward Coast (Kahuku-Waimanalo)

Castle High

Kahuku High and Intermediate

Kailua High

Kalaheo High

King Intermediate

Waimanalo Elementary and Intermediate

Animals will not be admitted into a pet-friendly emergency shelter without a crate or carrier (One per pet only) that's large enough to accommodate the pet comfortably. Pets need an ID tag, collar and a leash, as well as a week's supply of food, water, medications and litter for cats. t

You should also have a Disaster Preparedness Kit made up for your pets. These kits should include the following:

7-10 day supply of food and water

Crate or carrier for each pet in which he/she can stand up and turn around in with ID card.

Leash, collar with updated ID and license tags.

Bedding, towels and toys.

Dry or canned food in sealed containers.

Fresh water in sealed containers.

Treats.

Food and water bowls, can opener.

Medications.

Grooming supplies.

Cleaning supplies for crates and litter boxes.

Cat litter in sealed containers with litter pan.

Vaccine records and other paperwork.

Veterinary information.

Photographs of your pet

Pet First Aid Kit

Links and Important Telephone Numbers

LINKS:

The following sources of information were used in producing this newsletter and are highly recommended to increase awareness and promote preparedness:

Marine Corps Base Hawaii Homepage <http://www.mcbhawaii.marines.mil/>

Learn locations of official shelters.

On Base go to <http://www.mcbhawaii.marines.mil/>

Or www.facebook.com/MarineCorpsBaseHawaii

Off Base go to <http://www1.honolulu.gov/dem>

The Federal Emergency Management Agency <http://www.fema.gov>

Department of Homeland Security <http://www.dhs.gov>

Center for Disease Control <http://www.cdc.gov>

Hawaii State Civil Defense <http://www.scd.state.hi.us>

Humane Society <http://www.hawaiianhumane.org>

IMPORTANT NUMBERS:

Military Police Department	911
Federal Fire Department	911
School Liaison Office	257-8860
Hawaiian Electric Company	548-7961/7311
Hawaiian Telecom	611/643-3456
Oceanic Cable	643-2337
Hawaii Humane Society	356-2217

This document was produced by Marine Corps Base Hawaii Force Protection Office.

WHAT DOES RUN HIDE FIGHT – SHELTER-IN-PLACE – EVACUATE MEAN?

Do you know what to do in an emergency? Below is a list of possible emergency scenarios and what you should do. Remember, every emergency is different and these are only examples. Please familiarize yourself and your loved ones with the steps to take if an emergency situation occurs.

Active Shooter: <http://www.youtube.com/watch?v=p4IJA5Zpzz4>

ESCAPE: (RUN)

- If the active shooter is located inside a building, the Command would announce via Giant Voice, Email, Desktop, Text – **"Active Shooter Inside The Building."**
- If active shooter is outside, the Command would announce **"Active Shooter Outside, Leave the area immediately, Run or Hide."**
- ESCAPE (RUN) if possible. Identify an escape route beforehand. If an escape path is available, evacuate the premises. While moving, personnel should alert others of the incident by shouting **"There is an Active Shooter inside the building."**
- Evacuate whether others agree to follow or not.
- Leave belongings behind.
- Help others evacuate if possible.
- Prevent others from entering an area where the shooter may be located.
- Keep your hands visible, RAISE THEM WHEN RUNNING OR WHEN ENCOUNTERING LAW ENFORCEMENT PERSONNEL.
- Follow the instructions of Security Forces when encountered.
- DO NOT attempt to move wounded.
- Call 9-1-1 when safe to do so
 - If in a group, chose one person to call 9-1-1 and follow the directions of the 9-1-1 operator.
 - Information to provide includes: incident/shooter location, number of shooters, number and type of weapons (handgun, shotgun, rifle, automatic weapon), shooter's physical description and direction of travel, number of casualties, explosive devices, chained doors, etc.

RUN HIDE FIGHT – Shelter-in-Place – Evacuate (Con't)

Hide Out: (HIDE)

- If escaping/running isn't possible, personnel in the immediate area must find a place to hide where they are less likely to be discovered by the shooter. Take immediate cover to minimize exposure. Move quickly away from the threat and seek shelter inside the nearest room/building which can be locked.

To prevent the shooter from entering the hiding place:

- Lock the door.
- Blockade the door with heavy furniture if available.
- Turn off the lights.

If the shooter is nearby, personnel must:

- Silence cell phones.
- Turn off any source of noise (i.e. television or radio).
- Hide behind large items if possible. If not, lie flat on the floor.
- Stay clear of windows and doors.
- Remain quiet.

Take action against the shooter: (FIGHT)

- **This is used as a last resort** if the opportunity presents itself and only when your life is in danger.
- Personnel should use whatever means possible to overpower the subject to save further lives.
- Use the minimum force necessary to subdue the threat, however, deadly force is authorized when an individual reasonably believes he/she, or others in the area, is/are in immediate danger of death or serious bodily harm.
EXAMPLE: When the shooter is reloading the weapon or when the shooter has his/her back turned to you.
- If shots are heard or "Hide" is ordered, disregard fire alarms unless instructed to run or escape by other mass notification systems or a known/credible source (e.g. law enforcement personnel or Fire Emergency Services). The shooter may engage fire alarms to entice personnel out of their hiding places.

RUN HIDE FIGHT – Shelter-in-Place – Evacuate (Con't)

Personnel outside the immediate area where the shooter is located will:

- Find the nearest cover and stay there. Stay vigilant for potential threats. Move to a safe location away from the threat area when you receive further updates from mass communication systems.
- Follow directions given by Law Enforcement personnel or by mass notification systems. Evacuation may be directed by building or one room at a time.

Chemical/Biological Attack:

<http://www.dvidshub.net/video/300832/antiterrorism-force-protection-shelter-place>

Command Announcement – “Shelter In-Place or Run up Wind if Outdoors.”

If the release is inside a building or a closed space, people should:

- Do whatever it takes to find clean air quickly: exit the building if they do so without passing through the contaminated area or break a window to access clean air.
- Remove outer clothing and place it in a sealed plastic bag.
- Wash with soap (preferably liquid) and water. Flush skin with lots of water; flush irritated eyes with water.
- Put on clean clothes.
- Seek medical attention if they have been exposed, even if they have no immediate symptoms.

If they are near an outdoor chemical release, people should:

- Avoid any obvious plume or vapor cloud.
- Run away from the area and into a building that is upwind in order to shelter-in-place.
- If at home, bring family and pets inside.
- Lock doors, close windows and air vents.
- Turn off fans and air conditioning systems.
- Go into a room with as few windows as possible. Seal the room to create a temporary barrier between people and the contaminated air outside.

RUN HIDE FIGHT – Shelter-in-Place – Evacuate (Con't)

- Seal all windows, doors and air vents with plastic sheeting and duct tape
- Improvise with what is on hand to seal gaps to create a barrier from any contamination.
- Watch TV, listen to the radio, or check the Internet often for official news and instructions as they become available.

Bomb Threat/Suspicious Package Procedures:

Command Announcement – **"Evacuate the Building Immediately. Remain calm and do not run."**

- **Bomb Threat by Telephone**

If a bomb threat is made over the phone, don't hang up right away. If possible, try to complete the Telephonic Bomb Threat Checklist contained in Appendix 9 of Annex C in Base Order 3302.1. Try to get as much information as possible from the caller. Ask him questions, such as when the bomb is supposed to go off, where the bomb has been placed, when he placed the bomb, what kind of bomb it is, who the target of the bomb is, who the caller is, and so on. Keep the caller on the line as long as possible. Make note of caller's sex, time of call and any additional information you can obtain. Call 9-1-1 or have someone near you call from another phone.

- **Written Bomb Threat**

When the threat is made by email or on paper, call the base police 9-1-1 immediately. Save the note for the authorities in the same condition it was received in.

For paper notes, handle it as little as possible—the police will want to get an analysis of it just in case there are fingerprints or other clues that could lead to the perpetrator.

- **For Any Bomb Threat Situation**

Don't touch any suspicious objects—report them to the police. Depending on the instructions given by authorities, leave the building with your belongings or immediately take cover. Leave the doors and windows open, and don't touch the light switches.

When leaving the building, do so in a calm, orderly manner. Upon reaching the exit, move a minimum of 300 feet (100 yards) away from the building and obey the police or other authorities who have responded to the call. DO NOT USE CELL PHONES NEAR THE BUILDING until told by authorities it is safe to do so.

Additional information and checklists are available in Appendix 9 (Bomb Threat) to Annex C (Operations) of Base0 3302.1

RUN HIDE FIGHT – Shelter-in-Place – Evacuate (Con't)⁹

Earthquake:

Command Announcement – “**Drop, Take Cover and Hold On. Once the earthquake is over, Evacuate the Building.**”

Drop, cover and Hold On. Minimize your movements to a few steps to a nearby safe place and if you are indoors, stay there until the shaking has stopped and you are sure exiting is safe.

If Indoors

- DROP to the ground; take COVER by getting under a sturdy table or other piece of furniture; and HOLD ON until the shaking stops. If there isn't a table or desk near you, cover your face and head with your arms and crouch in an inside corner of the building.
- Stay away from glass, windows, outside doors and walls, and anything that could fall, such as lighting fixtures or furniture.
- Do not use a doorway except if you know it is a strongly supported, load-bearing doorway and it is close to you. Many inside doorways are lightly constructed and do not offer protection.
- Stay inside until the shaking stops and it is safe to go outside. Do not exit a building during the shaking. Research has shown that most injuries occur when people inside buildings attempt to move to a different location inside the building or try to leave.
- Be aware that the electricity may go out or the sprinkler systems or fire alarms may turn on.

If Outdoors

- Move away from buildings, streetlights, and utility wires. Most earthquake-related casualties result from collapsing walls, flying glass, and falling objects.

If in a Moving Vehicle

- Stop as quickly as safety permits and stay in the vehicle. Avoid stopping near or under buildings, trees, overpasses, and utility wires.
- Proceed cautiously once the earthquake has stopped. Avoid roads, bridges, or ramps that might have been damaged by the earthquake.

RUN HIDE FIGHT – Shelter-in-Place – Evacuate (Con't)

During a Tsunami

Command Announcement – **"Evacuate to Higher Ground Immediately."**

- Shelters **WILL NOT** be opened during a tsunami. The Kaneohe Bay Officer's Club is designated as a **"Safe Haven"** during a tsunami for personnel to utilize the restrooms only. It is **NOT** to be considered as a shelter.
- If you are in school and you hear there is a tsunami warning, you should follow the advice of teachers and other school personnel.
- If you are at home and hear there is a tsunami warning, you should make sure your entire family is aware of the warning. If required, you will be directed to evacuate to higher ground or to a safe haven area. Move in an orderly, calm and safe manner. Follow the advice of Military/local emergency and law enforcement authorities.
- If you are at the beach or near the ocean and you feel the earth shake, move immediately to higher ground. DO NOT wait for a tsunami warning to be announced. A regional tsunami from a local earthquake could strike some areas before a tsunami warning could be announced.
- Tsunamis generated in distant locations will generally give people enough time to move to higher ground. For locally generated tsunamis, where you might feel the ground shake, you may only have a few minutes to move to higher ground.
- Offshore reefs and shallow areas may help break the force of tsunami waves, but large and dangerous waves can still be a threat to coastal residents in these areas. Staying away from all low-lying coastal areas is the safest advice when there is a tsunami warning.

Hurricane:

Command Announcement – **"Evacuate to designated shelters immediately."**

Before a Hurricane

To prepare for a hurricane, you should take the following measures:

- Prepare an emergency kit. This kit should include important papers, enough food and water to last a minimum of 72 hours for each member of your family, diapers and additional clothing and bedding materials.
- Shelters are located at the Base Theater (Bldg 219) for Pa Honua 1, 2 & 3 housing, Base Chapel (Bldg 6677) for Kaluapuni, Nani Ulupau and Ulupau housing, Enlisted Club (Bldg 1629) for Mololani, Heleloa and Kapoho housing, Base Gymnasium (Bldg 3037) for Mokapu Court and Hana Like housing and Youth Activities Center (Bldg 6753) for Hawaii Loa and Waikulu housing areas. For

RUN HIDE FIGHT – Shelter-in-Place – Evacuate (Con't)

- clarification purposes, the Officer's Club is NOT a shelter. It is used as a Safe Haven (restroom facilities) during a tsunami only.
- Make plans to secure your property:
 - Cover all of your home's windows. Tape does not prevent windows from breaking.
 - Be sure trees and shrubs around your home are well trimmed so they are more wind resistant.
 - Clear loose and clogged rain gutters and downspouts.
 - Plan to bring in all outdoor furniture, decorations, garbage cans and anything else that is not tied down.
- Listen to the radio or TV for information.
- Turn the refrigerator thermostat to its coldest setting and keep its doors closed.
- Avoid using the phone, except for serious emergencies.
- Ensure you have an adequate supply of water for sanitary purpose such as cleaning and flushing toilets. Fill the bathtub and other larger containers with water.

If you are directed by base police or over the Giant Voice to evacuate, do so immediately. Be sure to follow their instructions.

- Stay indoors during the hurricane and away from windows and glass doors.
- Close all interior doors - secure and brace external doors.
- Keep curtains and blinds closed. Do not be fooled if there is a lull; it could be the eye of the storm - winds will pick up again.
- Take refuge in a small interior room, closet or hallway on the lowest level.

After a Hurricane

- Continue listening to a NOAA Weather Radio or the local news for the latest updates.
- Stay alert for extended rainfall and subsequent flooding even after the hurricane or tropical storm has ended.
- If you are in a shelter, return home only when directed to do so.

RUN HIDE FIGHT – Shelter-in-Place – Evacuate (Con't)

- Drive only if necessary and avoid flooded roads and washed out bridges. Stay off the streets. If you must go out watch for fallen objects; downed electrical wires; and weakened walls, bridges, roads, and sidewalks.
- Keep away from loose or dangling power lines and report them immediately to the power company.
- Stay out of any building if you smell gas, floodwaters remain around the building or your home was damaged by fire and the authorities have not declared it safe.
- If you have pets, watch them closely and keep them under your direct control.
- Avoid drinking or preparing food with tap water until you are sure it's not contaminated.
- Check refrigerated food for spoilage. If in doubt, throw it out.
- Wear protective clothing and be cautious when cleaning up to avoid injury.
- Use the telephone only for emergency calls.

Fire

Command Announcement – **"Evacuate the Building Immediately. Remain calm and do not run."**

In the event of a fire, remember that every second counts, be prepared. Escape plans help you get out of your home or building quickly. Assemble in a previously designated area.

Practice your fire escape plan. Some tips to consider when preparing this plan include:

- Find two ways to get out of each room.
- If the primary way is blocked by fire or smoke, you will need a second way out. A secondary route might be a window leading out of the building.
- Make sure that windows are not stuck and screens can be taken out quickly.
- Practice feeling your way out of the building in the dark or with your eyes closed.

During a fire

- Crawl low under any smoke to your exit – heavy smoke and poisonous gases collect first along the ceiling.
- If there is smoke blocking your door or first way out, use your second way out.

RUN HIDE FIGHT – Shelter-in-Place – Evacuate (Con't)

- Before opening a door, feel the doorknob and door. If either is hot or smoke is coming from under or around the door, leave the door closed and use your second way out.
- If you can't get out, close the door and cover vents and cracks around doors with cloth or tape to keep smoke out. Call 9-1-1. Stay where you are and signal for help at the window with a light-colored cloth or a flashlight.

If your clothes catch fire, stop, drop, and roll – stop immediately, drop to the ground, and cover your face with your hands. Roll over and over or back and forth until the fire is out. If necessary, smother the flames with a blanket or towel. Use cool water to treat the burn immediately for 3 to 5 minutes. Cover with a clean, dry cloth. Get medical help right away by calling 9-1-1 or the fire department.