



SHELTERING-IN-PLACE AT ARMY INSTALLATIONS

In the event of an emergency, plans and procedures are in place to direct personnel to evacuate or take some form of shelter. For nonessential and nonemergency personnel, the preference is generally evacuation. In specific instances, evacuation or moving to a civilian shelter or designated place is more dangerous than remaining where you are, such as with short- or no-notice emergencies including hazardous materials events. In these instances, you may be directed to shelter-in-place.

Sheltering-in-place means to take temporary protection in a structure or vehicle—typically your workplace or residence—that is not certified, insured or staffed for emergency conditions. Installation procedures designate which responsible party or office will order personnel to shelter-in-place and for how long the order is expected to be in effect. Remember, **preparing your residence is your own responsibility.**

How to Prepare

- Have an emergency supply kit ready.
- Know how to turn off your heating, ventilation and air conditioning (HVAC) systems without damaging the components.
- Know how to close and secure doors, windows, vents and other exterior openings quickly.
- Identify potential interior space for sheltering-in-place.

How You Will Be Notified

Any of the following emergency warning procedures may alert you to temporarily shelter-in-place:

- A voice announcing system using exterior (“Giant Voice”) and interior speakers or sirens
- Automated Community Notification Systems for sending recorded voice messages or text
- Emergency Alert System (EAS) broadcasts on the radio or TV
- Residential route alerting—messages announced from vehicles with loudspeakers

Prepare Strong

The Army encourages all personnel to maintain a basic level of preparedness for all potential hazards.

You are encouraged to get an emergency supply kit, make a family emergency plan and be informed about what might happen.

It is your responsibility to understand the mass warning system at your installation and, when notified, be prepared for the following:

- Evacuation
- Moving to civilian shelter
- Moving to designated safe haven
- **Temporarily sheltering-in-place**



ARMY STRONG.

Actions to Take When Temporarily Sheltering-in-Place

- Bring everyone safely inside to an interior room or one with as few windows and doors as possible.
- Turn off all HVAC systems.
- Close and secure all doors, windows, vents and other exterior openings.
- Have an emergency supply kit accessible.
- Listen to the radio or TV for further instructions.
- When the “all clear” is announced, open windows and doors, turn on ventilation systems and go outside until the building’s air has been exchanged with the outside air.
- Once you are in a safe place, report to your command if you are military or civilian personnel or a member of the selective reserves.

It’s up to you. Prepare strong. Get an emergency supply kit with enough supplies for at least three days, make an emergency plan with your family and be informed about what might happen.

