Emergency Preparedness

Resident Acknowledgement and Agreement

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*It is* ***mandatory*** *that in order to foster a heightened level of understanding regarding emergency preparedness fire procedures, all residents* ***must read, agree to the procedures / policies, and sign this document to indicate understanding and willingness to comply****. Kindly sign and return this as a condition of continued residency and it will be permanently retained in your resident file. You will be contacted if you do not sign this agreement.*

1. The undersigned resident agrees to abide by the fire alarm procedure and that in the event of an alarm in the building, **residents are to** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ unless further instructed by authorized personnel; in the event of an alarm, **residents are required to** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Elevators and stairwell use shall be in accordance with and restricted as follows: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Resident acknowledges receipt and having read the emergency procedures document that is attached. If you do not feel as though you will abide by the terms or the procedures and sign this agreement, you agree to inform management so that management can attempt to assist you in finding alternative housing.
2. ***Emergency Pull Cords.*** Use the cords in the living room or bathroom if you have a **bona fide emergency or serious health-related concern** (especially during the weekend and non-office hours). The emergency pull cord operates this way: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. This apartment complex is an **unassisted, non-supervised** apartment community and is not responsible for your care during personal emergencies. Resident agrees to post any medical information and emergency contacts on your **refrigerator** so that emergency or medical responders can be appropriately informed given the exigencies of the circumstances. The management office **will not retain personal medical information** for you as these matters are private and we expressly disclaim any liability for the transmission of the same to any potential medical or emergency personnel. It is advised that you do not post this on the back of your door because the information may not be readily visible by emergency responders that keep your door open during the response. Residents should also consider getting **a personal medical alert device** if you feel that you may fall or have trouble accessing emergency pull cords. You may investigate these options with the service coordinator. If you fail to acknowledge the personal emergency preparedness attendant to living in an unassisted, non-supervised apartment complex or you do not feel as though you will abide by the terms or the, you agree to inform management so that management can attempt to assist you in finding alternative housing.
3. If you have a cell phone, you may want to program in the phone numbers of your personal emergency contacts. Emergency responders will often check this if they find a cell phone. They look for the phone numbers under the saved title “**ICE**.” This stands for “**In Case of Emergency**.”
4. Management staff is not permitted to move you during a fall or other emergency for liability based reasons. We will attempt to contact emergency responders if possible during our business hours if we are made aware of your emergency and if you are unable to pull the emergency pull cord.
5. Management strongly encourages the residents’ proactive preparedness for emergencies. Accordingly, a preparedness kit to be assembled by the resident should include:

* [Water](http://www.ready.gov/america/getakit/water.html), one gallon of water per person per day for at least three days, for drinking and sanitation.
* [Food](http://www.ready.gov/america/getakit/food.html), at least a three-day supply of non-perishable food.
* Battery-powered or hand crank radio and a NOAA Weather Radio with tone alert and extra batteries for both.
* Phone numbers of your loved ones, guardians, and friends.
* Flashlight and extra batteries.
* [First aid kit](http://www.ready.gov/america/getakit/firstaidkit.html).
* Whistle to signal for help.
* [Dust mask](http://www.ready.gov/america/getakit/cleanair.html), to help filter contaminated air and plastic sheeting and duct tape to shelter-in-place.
* Baby wipes, garbage bags, and plastic ties for personal sanitation.
* Wrench or pliers.
* Can opener for food (if kit contains canned food).
* Local maps.
* Prescription medications and glasses.
* Pet food and extra water for your pet.
* Cash or traveler's checks and change.
* Sleeping bag or warm blanket for each person.
* Complete change of clothing including a long sleeved shirt, long pants and sturdy shoes. Consider additional clothing if you live in a cold-weather climate.
* Matches in a waterproof container.

The undersigned resident has read, understands, and agrees to abide by the policies disclosed herein and all policies and procedures at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. If you do not understand the policies or feel as though you cannot abide by the terms and conditions of them, the resident agrees that you will let management know about the inability to abide by the procedures or unwillingness to do so.

Dated: \_\_\_\_\_\_\_\_ Resident Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Apt. No. \_\_\_\_\_

Resident Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_