

# TACDA ACADEMY – CIVIL DEFENSE BASICS

**“IN A DANGEROUS SITUATION WE HAVE  
CHOSEN THE MOST DANGEROUS OF COURSES...  
WE HAVE CHOSEN NOT TO FACE OUR DANGER!”**

**Dr. EDWARD TELLER (1908-2003)  
Father of the Hydrogen Bomb**

## 1. PSYCHOLOGY OF CIVIL DEFENSE

### 1.01 Introduction:

People do not like to think about disaster. In the minds of most people, comfort, health and plenty remain the rule throughout all time, and they live their lives accordingly. When crisis looms in any form that announces warning, they rush in panic to the grocery store to purchase a few extra supplies. This scene re-plays for the majority of the population prior to every major storm. Few places in the United States have suffered a long-term disaster. Help in the form of shelter, food and water have always been provided within a few days. We anticipate and expect this help to arrive, and have grown dependent and apathetic because of it.

In many other parts of the world, help is not readily available. Vast populations in areas affected by war, pandemics, earthquakes, land slides and floods are left to their own devices for weeks and even months. Fear, panic, and sheer terror overwhelm the masses during and immediately after major disasters. Panic is soon replaced by overwhelming depression and apathy. Modern day threats have the potential to leave our own population in this same condition. Our survival is dependent upon a change of attitude and the acknowledgment that we are at risk.

### 1.02 Assessing Your Risk:

Most people consider the risk of a long-term natural or man-made disaster to be very small. No such crisis has ever occurred in our country, therefore, they consider the probability of such an event to be near zero. Keep in mind, however, that a true risk assessment must include both probability and consequence.

Our country is prone to earthquakes. Extreme weather patterns have increased significantly over that past decade. The possibility of an electro magnetic pulse (EMP) attack by a rogue country has become a frightening reality. Most of our national security strategists agree that the possibility of a nuclear attack from terrorist countries and organizations grows daily. The technology is well known and the nuclear fuel for such weapons is available on the 'black market'. China and North Korea have made veiled nuclear threats against our borders; terrorist organizations claim to have 'suitcase bombs'; and Russia and China continue to modernize every aspect of their strategic nuclear arsenal. The probability of a major disaster is much greater than most people could imagine.

The consequences of these events, in loss of property and human life vary widely. Historically, earthquakes in the United States have caused relatively few deaths. There is great potential and growing concern, however, for tsunamis and earthquakes affecting high population density areas. Terrorist attacks have claimed thousands of lives and billions of dollars in collateral damage. A



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Nuclear attack could claim tens of millions of lives and could totally destroy our economy and possibly our very sovereignty.

When multiplying both the growing probability factor for these threats, by the huge consequence factor, we see a resulting risk factor that is huge. We believe this assessment justifies the expense and effort of preparing for these disasters.

### **1.03 A Change of Attitude:**

After completing an honest risk assessment, attitudes often change. There are mental exercises that help with this process. Preparation is a natural result of attitude change.

- Accept the possibility that disasters can and do occur on a regular basis.
- Worry can be a constructive tool. Role-play various disasters and plan what actions should be taken.
- Read real or fictional accounts of survival experiences.
- Exercise a hope for the future. Spiritual anchors provide the will to survive.

A great deal of time and money is put into preparations for natural and man-made disaster. These preparations will be lost if the plan is not worked and the equipment maintained.

### **1.04 Neighborhood Emergency Plan:**

During wide spread emergencies such as in hurricanes, earthquakes and floods, it is possible that state and federal assistance would be unavailable for the misplaced and injured for several days or even weeks. The goal of the neighborhood emergency plan is for members, if necessary, to function independent from state assistance.

This program encourages planning sessions and is designed to help people prepare and cope emotionally and physically with local disasters.

### **Each neighborhood unit should meet the following requirements:**

1. Rescue people whose lives are threatened.
2. Provide first aid.
3. Account for the condition and location of all members.
4. Provide emergency water, food, clothing, and housing.
5. Restore normal living conditions as quickly as possible.
6. Prevent or limit property damage.
7. Fortify social, emotional, and spiritual strength.
8. Be able to report to the next higher organization level the following information:
  - a. Your name, title, unit, and how you can be reached.
  - b. Description, location, and magnitude of the emergency.
  - c. Names of any injured, missing or dead, and contact information for their next of kin.
  - d. Exact location and extent of property damage.
  - e. Number of persons needed to provide assistance and specific tasks to be done.



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- f. Number of people who need skilled medical help.
- g. Actions being taken to help those in distress.
- h. Number of members available to provide assistance, including those with specific skills.
- i. Assistance needed that is unavailable in the unit affected, including medicine, food, water, clothing, shelter, or fuel.

### **These goals are to be accomplished in the following manner:**

- Organize neighborhoods in groups of 10 to 12 family units. Because of the variety and diverse talents of large numbers of people, the overall success of this plan should increase with the number of adjacent neighborhoods involved.
- Meet and decide on a neighborhood chairman. If you are able to organize a number of neighborhoods, choose a leader over this larger area. Use natural boundaries such as voting districts boundaries where large numbers of people already know one another and work well together.
- Train as many people from the area neighborhoods as possible in basic civil defense (sheltering, fallout meters, evacuation, etc.), CPR and first aid. Utilize instructors from your city or county Emergency Management / Civil Defense Dept., Red Cross, CERT, Community Education, or your own neighborhoods. \*All scouts seeking Eagle level have merit badges in emergency preparedness. Utilize these well-qualified individuals. Train a team in a 50-hour advanced first aid course. Choose individuals who have a natural interest and inclination towards first aid, but not professional medical personnel who would be required to work on a state level.
- Make a list of all heavy equipment and drivers that would be available to the neighborhood in an emergency.
- Teach all members the proper line of authority in an emergency and how the neighborhoods should relate to the state emergency management system.

### **Establish a neighborhood family unit program structured in the following manner:**

1. The area chairman will map and divide the area into units of 10 to 12 families living in close proximity to one another. (Families with special needs such as illness, elderly, widows, etc. may need to be placed with more capable units.) The units will each be assigned a number for identification.
2. During the initial area meeting each unit will be assigned a unit leader who, during the following week, will call and organize a home meeting for all the families in his unit.
3. During the home meeting, each unit should make assignments to individuals who could best meet the needs of that unit. All units will not have the same needs, but they might include some or all of the following:
  - a. Vote for a chairman and secretary.
  - b. Make a list of the possible emergencies that their unit might face. Don't exclude the possibility of earthquake, war or terrorist attack.



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- c. Make a list of the resources of that unit. Include tractors, trucks, 4-wheel drive vehicles and those people capable of driving them. List people trained in first aid, civil defense, search and rescue, construction, and any other skills that might need to be used in an emergency. If possible, check basements for fallout shelter protection. Encourage neighbors to consolidate their resources.
- d. Make a list of each family's blood types, special medical needs, next of kin, personal physician, place of work, and contact information for a friend or family member out of state. Have the chairman or secretary keep a copy of this list in a safe place such as in a labeled vile in his or her refrigerator.
- e. Assign a couple that could do a damage and injury survey. If possible they should have access to a walkie-talkie so this information could be immediately reported to the local authorities.
- f. List all children going to the same school. Write a request that these children be released from school to a pre-assigned person or persons who are normally at home and are well known to the children. Include all the parent's signatures and give this list to the principal now, where he will keep it on file. In case some parents are not at home or are otherwise detained this will assure that the children will be gathered and cared for until the return of their parents. Ask the school to keep this list on file as well as on a computer, as the school may not have access to the computer in some kinds of emergencies.
- g. Assign someone to keep materials on hand to make a temporary outside toilet for their unit in case the sewers have been damaged.
- h. Assign someone to make up a menu for several days of mass community cooking for the unit, preferably using items that would be naturally rotated in most homes. Suggest that this person assign her neighbors to keep different ingredients for these menus on hand at all times.
- i. Assign a couple to familiarize themselves with the gas turn off valve at each home in their unit. Have them keep the tool for this purpose ready and available at all times for themselves and all other families who are not at home. \*(Make sure they know that gas should be turned off only when there is suspicion the line has been broken. Once gas is turned off, it must only be turned on by the fuel company, as there is distinct danger of explosion or fire if turned on improperly.
- j. Assign individuals for the care of pre-school and elementary age children of the unit in the event the parents are injured or have other assignments in the community. Utilize older children to help with the younger children.
- k. Suggest that each person choose an outside gathering place for their family in case their home is damaged. Decide on a place to put a note-keeping box, so members of the family and unit can leave communications to one another. This information would be necessary to keep someone from entering a dangerously damaged home in search of people who have already left the area.
- l. Use this meeting to train members in emergency management skills.
- m. Encourage the head of each family to prepare a document containing pertinent financial & personal information and suggest that they keep this information in a safe, fire and waterproof container in their home.



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- n. Encourage families to each buy an inexpensive walkie-talkie. Several neighborhoods could go together to buy a radiation meter. Radiation levels for the area could then be transmitted over a pre-assigned channel to people sheltering in their basements or shelters. Familiarize your units with evacuation routes, basic sheltering principals, nuclear effects and survival skills.
  - o. Ask ham radio operators in your area to help with your unit's communications plans. In an emergency, they can receive valuable information that could then be sent to your people through your CB's or walkie-talkies.
4. The units should meet together as often as they feel necessary. Once every 4 months should be adequate after the initial planning stage. During these meetings children should be familiarized with the plans and included in discussions and decisions where possible. Try to keep a positive and happy outlook and refrain from frightening them. This would be a good time to talk about updating 72-hour kits, reviewing evacuation plans, and encouraging members to have fire and earthquake drills.
  5. In a large-scale emergency, all units should report to the proper state and local emergency organizations.

The plan may seem idealistic, but it is in place and working in many areas of country. Remember, that **POST EVENT SURVIVAL** is dependent upon **PRE-EVENT PREPAREDNESS**.

### 1.05 Psychological Preparation for Life in a Shelter:

There are fundamental necessities that are required for each person to feel comfortable, safe and secure. By closely attending to these needs before the disaster, the occupants will feel less stress, and they will be more able to remain emotionally stable during adverse conditions.

- **Personal space** - Each person should have room for their personal items. Storage space should be provided under each bunk. Each person should have their own personal supply of underwear, socks, clothing, shoes, personal medications and hygiene items.
- **Entertainment** - Store reading materials, games, educational materials, writing materials, toys and other items to keep the occupants occupied. Store a favorite toy for the children. Store a musical instrument such as a guitar or violin and encourage singing. Tell and read stories to the children.
- **Reassurance** - Talk about the future and reconstruction plans. Tell the occupants what they should expect to see after the event. If you have perceived a blast, prepare them for the possibility that their home and neighborhood may have been damaged.
- **Communications** - It is psychology imperative that you have outside contact. Listen to the radios, but plan to transmit sparingly on your CB or ham radio, as transmitting on these radios requires a great deal more power than when they are in the 'receiving' mode. If others that you know have shelters, plan to use the same frequencies.
- **Physical Exercise** - Encourage everyone to exercise. You may wish to include an exercise machine in your shelter. Everyone should have a turn turning the crank on the ventilator.
- **Light** - Light requires battery power. It is absolutely mandatory, however, that there be one light on at all times for the sanity and safety of the occupants. Carefully monitor your battery system to insure enough power to get through the first 3 weeks of the disaster.



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- **Warmth** - Dress warmly. Cold people will not be happy or stay healthy. If properly installed, underground shelters should stay at a temperature between 45 and 65 degrees F.
- **Rest** - Rotate sleeping into three shifts. Provide comfortable mats and warm bedding. Store earplugs for light sleepers. At least two people should be awake at all times. People need to ventilate the shelter, continually monitor the radio, take radiation levels and guard the shelter.
- **Privacy** - Provide a separate area for the toilet and personal hygiene. You may wish to place curtains on the bunks, but be sure to leave adequate ventilation room.
- **Comfort Foods** - Store a two-week supply of foods that need little preparation. Store some 'comfort' foods and items that are familiar to the diet of the children. Make sure everyone is drinking enough water.

### 1.06 Plan of Action in the Event of a Disaster:

Spend time in the shelter sleeping, eating and practicing your plan. Practice what the family would do in the event of an escalating crises, or eminent attack. This should be an exercise similar to a 'fire drill'. Spend a full day and night in the shelter once every month or two.

The following is a duty list that should guide you in the event that you need to go to your shelter in an emergency. Read through this list on a regular basis. Post it inside the shelter. Turn off your power and let the family hear the power-drop alarm, and proceed to the shelter as you would in a real emergency. Use this list as a shelter exercise.

- If the EMP alarm has been activated, switch off the alarm.
- Check the telephone & radio for an electromagnetic pulse (EMP). If you have seen arcing from your outlets, or if the test of the telephone & radio fails, send everyone to the shelter. Every needful thing should already be in the shelter. Don't stop to retrieve anything except the flashlights. Everyone should know the location of the flashlights and should have his own flashlight.
- The first person to the shelter should shine his flashlight into the entrance. An adult should enter the shelter first, and assists the others down the ladder. An older child or adult should proceed through the horizontal run, enter the shelter, and turn on one battery powered shelter light. One light should always remain on at all times.
- Assign a person to assist the younger children through the horizontal tunnel if needed.
- An adult should immediately assist all children to a hammock. Everyone should have been pre-warned to stay away from the shelter wall, as a ground shock could cause severe injury through the sides and floor of the shelter. Everyone should remain in the hammock until told by the adult in charge, that it is safe to leave.
- The last person entering the shelter should close and lock the shelter from the inside. He should then immediately proceed to his own bunk or hammock and take a 'ready' position.
- There may be more than one blast. If a blast is heard or felt, continue holding the ready position for at least one hour after hearing or feeling the last blast. If not performing an essential task, everyone should remain in his hammock for 24 hours.



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- If, after one hour there has been no indication of a blast, someone should be assigned to start monitoring for radiation. After taking an initial reading, he should charge all dosimeters and assign them to people in various areas of the shelter.
- If there is no indication of blast or radiation, an assigned person should remove one of the inexpensive battery powered radios from the faraday cage, and listen for activity. Assuming your shelter is connected to the grid, you should receive a signal by holding the transistor radio (AM stations, only) near a power cord. Listen for activity throughout the day. Do not risk using your expensive ham radios during the first two days.
- A person should be assigned to record radiation levels, hourly. Place children and small adults in the areas of least exposure. Areas near the shelter entrances will be the most likely place for significant levels of radiation.
- In the event of a confirmed EMP, no one should leave the shelter for at least 24 hours. After 24 hours, if there has been no blast and no reading on the radiation meters, one person may wish to venture out to check for activity.
- In order to protect the filtration system from smoke, dust and radiation, the ventilation system should remain closed for a six-hour period after a blast. Six hours after the last blast, the hoses should be attached to the gas filter and the assigned person should turn the lever on the hose to the 'open' position. Make sure you have carefully studied this action, and that you are placing the hoses in the correct position. Adjust the flow of air via the meter to the wartime gas filtered velocity (red indicator). The meter has been set by the manufacturer to allow for the proper airflow during filtered operation. The proper residence time within the filter for chemical agents must not be exceeded.
- In the unlikely event that the blasts continue, you may be forced to ventilate the shelter before the end of the 6-hour period. A volume of 130 cubic feet of free air space per person is required in order to shut down for 6 hours.
- Anyone entering the shelter at a later time should be instructed to enter through the air lock and wait for the positive pressure to re-establish. If they have been contaminated with fallout, they should remove their outer clothing in the decontamination area of the air lock and place their clothing into plastic bags. Fresh clothing should be stored in the air lock for those who may have received fallout contamination.

### Quick Instructions for Occupation of Shelter

- **Check for EMP and turn off alarm.**
- **Gather family & flashlights.**
- **Enter shelter & lock door.**
- **Go directly to hammocks.**
- **After one-hour, turn on battery-powered radio.**
- **Charge dosimeters & take meter readings.**
- **Stay in hammocks for 24 hours (except for essential tasks).**
- **Do not ventilate until 6 hours after blast (if there is no smoke, you may ventilate sooner).**
- **Connect hoses to gas filter and fully open air lever.**
- **Ventilate at rate that shows the 'red button' on the meter.**



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## PERTINENT FINANCIAL & PERSONAL INFORMATION

**Keep a notebook with the following information:**

### **1. Personal information:**

- a) Copy of wills, marriage license, birth certificates
- b) Record of immediate family member names, birth-dates, SS numbers and places of birth, current pictures
- c) Veteran information (ID numbers, discharge papers, insurance)
- d) Pertinent medical records (vaccinations, surgeries)
- e) Small biography
- f) Financial statements

### **2. Banking information:**

- a) Keep a list of all checking & savings accounts information & banks
- b) Note name of banker
- c) Save cancelled checks, receipts, and bankbooks for six years and note where they are stored.
- d) Arrange to have access to at least one source of ready cash in the event of your spouse's death.
- e) Make note of all safety deposit boxes and keep duplicate keys & authorization (boxes are sometimes sealed after a person's death)

### **3. Tax records**

- a) Note where tax records are stored
- b) Note names of Investment advisors & accountants
- c) Note times that personal & corporate taxes are due

### **4. Assets:**

- a) Note names of stock brokers & investment advisors
- b) Note names of attorneys & executor of wills
- c) Note loans against insurance policies
- d) Investments, properties, pensions, stocks, trusts, bonds, partnerships, LLCs, jewelry, art objects of value, rare books, deeds, rentals, real estate properties, loans you have made to others

### **5. List of debts**

- a) What you owe others, and what others owe you
- b) Regular monthly, quarterly & annual bills and payments

### **6. Insurance Policies**

- a) Health insurance (check to see if policy terminates with death of spouse or parent).
- b) Life Insurance policies & beneficiaries
- c) Car, house, property insurance
- d) Name of Insurance agents

### **7. Funeral arrangements (special requests, burial plots & funeral plans)**

### **8. Seasonal tasks:**

- a) Drain sprinkler systems, change furnace filters,
- b) Preparation of winter storage of lawn mowers, etc.
- c) Vehicle maintenance



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## VIAL OF LIFE INFORMATION

Name \_\_\_\_\_ Birth Date \_\_\_\_\_

Home Address \_\_\_\_\_

Place of Employment \_\_\_\_\_ Phone \_\_\_\_\_

Dentist \_\_\_\_\_ Phone \_\_\_\_\_

Physician \_\_\_\_\_ Phone \_\_\_\_\_

Specialists \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_

Preferred Hospital \_\_\_\_\_ Phone \_\_\_\_\_

Persons to contact in emergency

1. Name (local) \_\_\_\_\_ Phone \_\_\_\_\_

2. Name (Out of State) \_\_\_\_\_ Phone \_\_\_\_\_

3. Name (Next of kin) \_\_\_\_\_ Phone \_\_\_\_\_

Medications being taken \_\_\_\_\_

\_\_\_\_\_

Allergies \_\_\_\_\_

Medical Problems \_\_\_\_\_

Blood Type \_\_\_\_\_ Pacemaker? \_\_\_\_\_

Glasses? \_\_\_\_\_ Contacts? \_\_\_\_\_

Religious Affiliation \_\_\_\_\_

Bishop/Pastor \_\_\_\_\_

Health Insurance Co. \_\_\_\_\_

Policy No. \_\_\_\_\_

Attorney \_\_\_\_\_ Phone \_\_\_\_\_

**Place this information in a vial, or other simple container, and place into your refrigerator on the top shelf of the door.**

