

## **Workplace Personal Disaster Kit**

A workplace personal disaster kit is meant to be small enough to keep under your desk and portable enough to take with you. It should sustain the individual for 3 to 5 days.

A workplace personal disaster kit should be in a duffle bag or backpack and kept under your desk or in a cabinet at work. A workplace kit should contain at a minimum:

- A sweatshirt, lightweight jacket, hoodie or similar clothing item in case its needed.
- A pair of comfortable closed toe walking shoes (to replace typical office footwear if you need to walk long distances following an emergency)
- A flashlight
- Over the counter analgesics (e.g. Motrin, Ibuprofen, etc.)
- 3 to 5 day supply of an prescription medications the individual takes
- Small individual first aid kit or supplies (e.g. adhesive bandages, antiseptic wipes, etc.)
- 3 days' worth of food and water (US Coast Guard approved emergency rations are a perfect solution for this, they are small and have up to a 5 year shelf life)
- Writing paper along with pens or pencils

Don't wait, start to put a kit together today!

Workplace Personal Disaster Kit