

SAMPLE MESSAGES FOR RELEASE TO THE PUBLIC AND MEDIA

EARTHQUAKE:

No Information Available
Update on Earthquake
Summary Statement on Earthquake

HAZARDOUS MATERIALS:

Unidentified Spill/Release in Heavy Traffic Area
Low Hazard/Confined Spill/Release - No General Evacuation
High Hazard Spill/Release - General Evacuation Requested/Mandatory
Summary Statement - Hazardous Material Incident

FLOODING:

Roads Closed
Approved Viewing Spots
Evacuation Ordered Flooding

DAM FAILURE:

Small Dam Crack
Evacuation Ordered - Dam Failure

POWER OUTAGE

Please be advised that Edison is undergoing a Stage III Power Alert, resulting in temporary rolling power outages for portions of the City of Santa Monica. Power will be restored within a given amount of time, generally within one hour. For more information, contact Edison at 1.800.655.4555

RADIO MESSAGE

EARTHQUAKE

NO INFORMATION AVAILABLE

This is (*identify presenter*) _____ at the _____. An earthquake of undetermined magnitude has just been felt in the _____ area. At this time we have no confirmed reports of injuries or damage. Police and fire units are responding to the area. We will keep you updated as reports come in. Meanwhile, be prepared for aftershocks. If shaking begins again and you can safely do so, quickly seek shelter under a sturdy piece of furniture. Avoid dangerous objects such as tall, unsecured bookcases, mirrors and windows. If your house has been damaged and you smell gas, shut off the main gas valve. Switch off electrical power if you suspect damage to the wiring. Do not use your telephone unless you need emergency help. Check your house for damage. Leave your house only if it is severely damaged.

If you know of someone who is unable to understand, see, or hear this message, please tell them about it.

RADIO MESSAGE

EARTHQUAKE

UPDATE ON EARTHQUAKE

This is (*identify presenter*) _____ at the _____. The magnitude of the earthquake which struck the _____ area at ____ today has been determined to be _____. The epicenter has been fixed at _____ by (*scientific authority*)

This office has received reports of _____ deaths (**confirmed by coroner**), injuries, and ___ homes damaged. No dollar damage figure is yet available. Police and fire units are on the scene to assist residents.

(Continue with summary of situation.)

Aftershocks continue to be felt in the area. If you feel shaking and it is safe to do so, quickly seek shelter under a sturdy piece of furniture. Avoid danger spots. Do not use your telephone unless you need emergency help.

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SUMMARY STATEMENT FOR MEDIA

EARTHQUAKE

At approximately _____ today, a magnitude ____ earthquake struck the area, with its epicenter at _____. Fire and police units were immediately dispatched to assess injuries and damage.

*(Indicate injuries, deaths (**confirmed by the Coroner**), property damage, fires, etc., reported to date.)*

_____ aftershocks were felt, the largest occurring at *(time)* _____. No additional damage was reported *(or specify damage)*.

Over _____ response personnel from police agencies, fire agencies and other City staff were called into action. The American Red Cross opened shelters at for persons unable to remain in their homes and reported lodging and feeding over persons. At *(time)* _____ on *(date)* _____, the County Board of Supervisors/City Council proclaimed the existence of a Local Emergency and requested that the Governor proclaim a State of Emergency. The Board/Council also asked the Governor to request the President to declare a Major Disaster/Emergency. Damage to private and public buildings has been estimated to exceed \$_____.

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RADIO MESSAGE

HAZARDOUS MATERIAL INCIDENT (including WMD)

UNIDENTIFIED SPILL/RELEASE IN HEAVY TRAFFIC AREA

This is *(identify presenter)* _____ at the _____. An unidentified substance has been spilled/released at *(specific location)* _____. Please avoid the area, if possible, while crews are responding. The best alternate routes are _____.

If you are already in the area, please be patient and follow directions of emergency response personnel. The substance will be evaluated by specially trained personnel, and further information will be released as soon as possible.

If you know of someone who is unable to understand, see, or hear this message, please tell them about it.

Thank you for your cooperation.

RADIO MESSAGE

HAZARDOUS MATERIAL INCIDENT (including WMD)

LOW HAZARD/CONFINED SPILL/RELEASE - NO GENERAL EVACUATION

This is (*identify presenter*) _____ at the _____. A small amount of _____, a hazardous substance, has been spilled/released at _____. Streets are blocked, traffic is restricted, and authorities have asked residents in the immediate block area to evacuate. Please avoid the area. The material is slightly/highly toxic to humans and can cause the following symptoms:
• If you think you may have come in contact with this material, you should (*give health instructions and hotline number, if available*) _____.
• For your safety, please avoid the area if at all possible. Alternate routes are _____ and traffic is being diverted. If you are now near the spill/release area, please follow directions of emergency response personnel. Cleanup crews are on the scene.

If you know of someone who is unable to understand, see, or hear this message, please tell them about it. Thank you for your cooperation.

(Suggest EAS use: request repeated broadcast.)

RADIO MESSAGE

**HAZARDOUS MATERIAL INCIDENT
(including WMD)**

**HIGH HAZARD SPILL/RELEASE-GENERAL EVACUATION
REQUESTED/MANDATORY**

This is *(identify presenter)* _____ at the _____. A large/small amount of _____, a highly hazardous substance, has been spilled/released at _____. Because of the potential health hazard, authorities are requesting/requiring all residents within _____ blocks/miles of the area to evacuate. If you are *(give evacuation zone boundaries)* _____, you and your family should/must leave as soon as possible/now. Go immediately to the home of a friend or relative outside the evacuation area or to *(indicate shelter)* _____.

If you can drive a neighbor who has no transportation, please do so. If you need transportation, call _____. Children attending the following schools: *(list)* _____ will _____ be _____ evacuated _____ to: _____.

Do not drive to your child's school. Pick your child up from school authorities at the evacuation center.

Listen to this station for instructions.

The material is highly toxic to humans and can cause the following symptoms: _____ . If you are experiencing any of these symptoms, seek help at a hospital outside the evacuation area, _____ or _____ at the evacuation center _____ at _____.

To repeat, if you are in the area of _____ you should/must leave, for your own safety. Do not use your telephone unless you need emergency assistance.

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SUMMARY STATEMENT FOR MEDIA

**HAZARDOUS MATERIAL INCIDENT
(including WMD)**

(TO BE ADAPTED ACCORDING TO THE SITUATION)

At approximately _____ a.m./p.m. today (a private citizen, city employee, etc) reported a spill/release of a potentially hazardous substance to this office.

(Police/fire) units were immediately dispatched to cordon off the area and direct traffic. The material was later determined to be *(describe)*, a (hazardous/harmless) (chemical/substance/material/gas) which, upon contact, may produce symptoms of _____.

Precautionary _____ evacuation _____ of _____ the *(immediate/X__-block)* area surrounding the spill was *(requested/required)* by *(agency)*

Approximately *(number)* _____ persons were evacuated.

Clean-up crews from *(agency/company)* _____ were dispatched to the scene, and normal traffic had resumed by *(time)* _____, at which time residents were allowed to return to their homes. There were no injuries reported *(or)* persons, including *(no. of)* _____ *(fire/police)* personnel, were treated at area hospitals for and *(all, number)* _____ were later released. Those remaining in the hospital are in condition.

Response _____ agencies _____ involved _____ were

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RADIO/TV MESSAGE

FLOODING

ROADS CLOSED

This is (*identify presenter*) _____ from the _____. The recent storm has caused severe/moderate flooding in several/many areas of the city/county. As of today, the following roads/streets have been closed by law enforcement officials: _____

_____.

Please avoid these roads/streets. If you must travel, use alternate routes. Avoid all coastal roads.

Again, those roads/streets which have been closed are _____

_____.

Please stay tuned to this station for additional road closure information.

If you know of someone who is unable to understand, see, or hear this message, please tell them about it.

RADIO/TV MESSAGE

FLOODING

APPROVED VIEWING SPOTS

This is (*identify presenter*) _____ from the _____. The following storm-damaged areas are still extremely hazardous and should be avoided: _____

_____.

Please do not try to sightsee in these areas. You could be hurt.

Again, please avoid the storm-damaged areas, flood control channels and streams. You may place your life and that of others in danger.

If you know of someone who is unable to understand, see, or hear this message, please tell them about it.

Thank you for your cooperation.

RADIO/TV MESSAGE
EVACUATION ORDERED
(specify mandatory or voluntary)

This is *(identify presenter)* _____. The (disaster) situation continues in parts of the City of Santa Monica. For your safety, I am asking that you leave the *(give boundaries of local area, evacuation routes)* ___ area as soon as possible.

Be sure to take essential items - medicine, special foods, personal items, baby supplies, clothing, money, and valuable papers - but do not overload your car. Secure your home before you leave. Be sure to check on any neighbors who may need assistance.

If you cannot stay with relatives or friends outside of the evacuated area, go to (one of) the Red Cross shelter(s) at _____.

Pets will not be allowed in American Red Cross shelters. If you cannot make arrangements for someone outside the evacuated area to take care of your pet, *(give instructions)* _____.

Do not allow your pet to run loose. If you cannot make arrangements for your large animals, *(give instructions)* _____.

If you have no means of transportation or if you are physically unable to evacuate on your own, ask a neighbor to assist you or call _____. Otherwise, please do not use your telephone except to report an emergency.

I repeat. If you live in the *(give boundaries)* _____ area, you are requested/required to evacuate for your own safety. Stay tuned to this station for more information and instructions.

If you know of someone who is unable to understand, see, or hear this message, please tell them about it.

Thank you for your cooperation and your courtesy to others.

Repeat complete message.

RADIO MESSAGE

RESEVOIR FAILURE

SMALL RESERVOIR CRACK

This is *(identify presenter)* _____ at the _____. We have reports of a small crack in the _____ dam. At this time this information is unconfirmed. units are responding to the area. We will keep you updated. Please do not use your telephone unless you need emergency help.

If you know of someone who is unable to understand, see, or hear this message, please tell them about it.

Stay tuned to this station for emergency instructions and information on the situation.

RADIO/TV MESSAGE

RESERVOIR FAILURE - EVACUATION ORDERED

(To be announced by Mayor, Police Chief, or other City authority.)

This is *(identify presenter)* _____. The crack in the _____ dam appears to be growing larger. _____ have warned that complete rupture could occur within the next few days/few hours/week. For your safety, I am asking that you leave the *(give boundaries of threatened area and evacuation routes)* _____ area as soon as possible. The American Red Cross is setting up shelters at _____. If you cannot stay with relatives or friends outside the evacuation area, go to one of these shelters.

Take only essential items - medicine, special foods, personal items, baby supplies, clothing, money, and valuable papers. **Do not overload your car.** Secure your home before you leave. Lock windows and doors, turn off water and gas, and disconnect all electrical appliances except refrigerators and freezers. Be sure you have a full tank of gas.

Pets will not be allowed in American Red Cross shelters. If you cannot make arrangements for someone outside the evacuation area to take care of your pet, *(give instructions)* _____.

Do not allow your pet to run loose. If you cannot make arrangements for your large animals, *(give instructions)* _____.

If you have no means of transportation, ask help from a neighbor or friend, or walk to one of the following pickup points: _____.

Bring only what you can carry. A bus will take you to a American Red Cross shelter. If you are physically unable to go to one of the pickup points, call Otherwise, please do not use your telephone. Lines must be kept free.

These instructions will continue to be repeated, along with additional information about the emergency situation.

If you know of someone who is unable to understand, see, or hear this message, please tell them about it.

Stay tuned to this station.

Please remain calm. Your cooperation and courtesy to others will help us to evacuate the area safely and quickly.

