



The Disaster Preparedness Guidebook

English



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How to Develop a Disaster Response Plan

How to Call 119 Safety Center

○ Calmly dial 119.

○ Report the fire.

Example) "There is a fire in my kitchen!"

○ Report specific address where the fire has occurred.

Example) "○○-Si ○○-Gu ○○-Dong ○○Apartment ○○-Ho."
"Apartment next to ○○Elementary school".

○ Do not hang up the call until the 119 officer confirms that he/she has understood.



Let's practice the fire reporting procedure through role-playing.

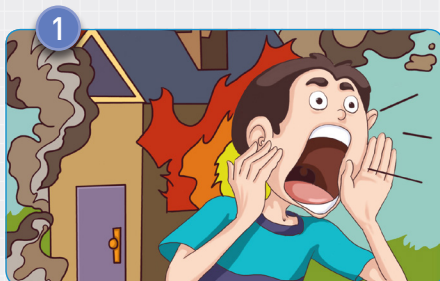


Memo

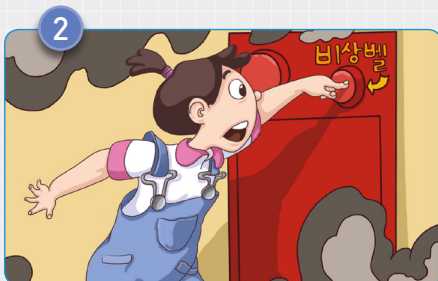
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[Major Disasters and Behavioral Know-how]

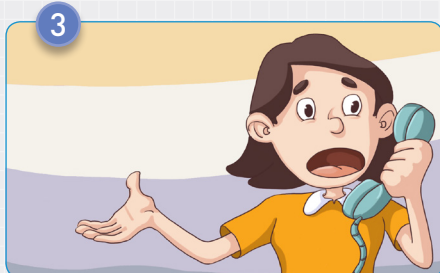
How to Respond to Fire



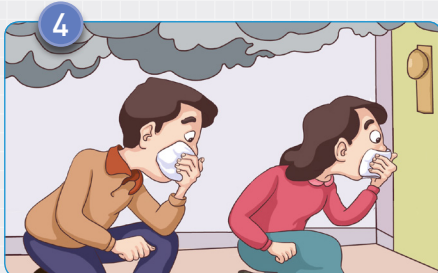
▶ If you find fire, shout out "fire" loudly to inform others.



▶ If there is a fire alarm bell, press the bell to inform others in the building.



▶ Quickly call 119 to report fire, and leave the building as soon as possible.



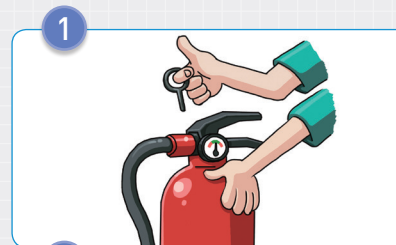
▶ If there is a lot of smoke, cover your nose and mouth with a wet towel, then crawl out.

- Never use the elevator. Evacuate through stairs to lower floors or head to the rooftop, then request rescue.
- If you could not evacuate, cover door cracks with curtains to block smoke from entering. If water is available, keep covering your nose and mouth with a wet clothing.

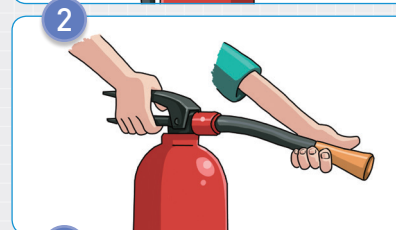
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[Major Disasters and Behavioral Know-how]

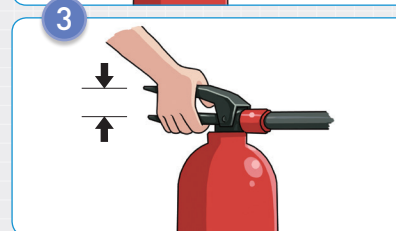
How to Use a Fire Extinguisher



▶ Remove the safety pin.



▶ Stand against the wind, then point the nozzle towards the flame.



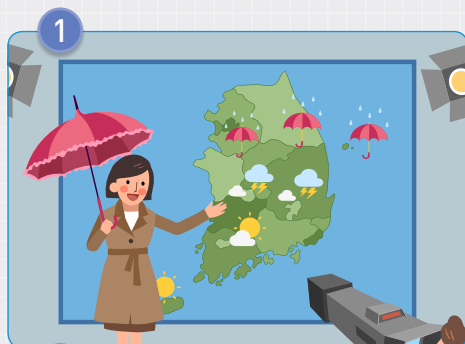
▶ Firmly squeeze the lever and spray out as if you were sweeping with a broom.

- Place a fire extinguisher in an easily accessible place, and protect it from sunlight and moisture.
- Children should not use a fire extinguisher. They should evacuate immediately to a safe place.

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[Major Disasters and Behavioral Know-how]

How to Respond to Natural Disasters



- Stay tuned to broadcastings and notifications from TV, radio and text messages from the Ministry of Public Safety and Security.



- Check if your house is safe.



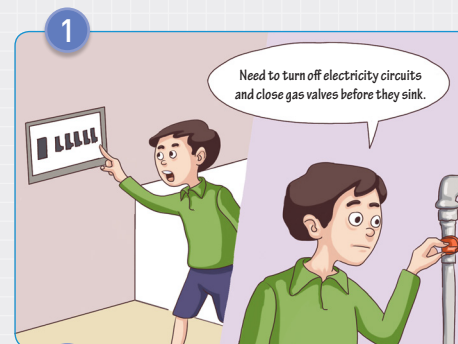
- Do not go outside unless necessary.

[Source: Meteorological Agency]

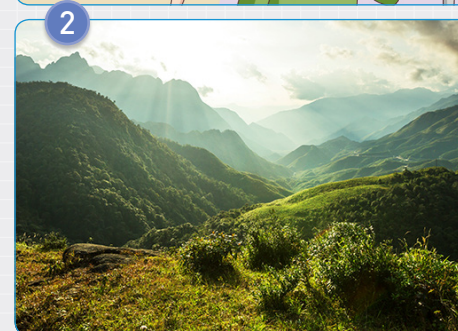
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[Major Disasters and Behavioral Know-how]

How to Respond to Flood



- If there is a possibility of flood, turn off electricity circuits and close gas valves.



- In case of a sudden flood, quickly move to a higher place.



- Never drive on roads vulnerable to landslides or in a flooded area.

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[Major Disasters and Behavioral Know-how]

How to Respond to Flood

- After a Flood...
 - Stay away from floodwaters as the water is often contaminated with oil or other pollutants.
 - Be aware that you can be swept away by flowing water.
 - Be aware that washed out roads are unstable and can easily collapse.
 - Stay away from washed out areas.
 - If you were exposed to floodwaters, take a clean shower with soap.
- When entering a house that has been flooded
 - Before entering your house, check if there is a possibility of collapse.
 - Check if the electricity circuits are turned off and the gas valves closed. You can use your house when the expert gives clearance.
 - Gas leaks may have filled the house with gas, so do not use a match or a lighter. Open windows for ventilation.
 - Wet/flooded food or ingredients may result in food poisoning, so do not consume them.
 - Inspect both tap and stored water for contamination before using.

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[Major Disasters and Behavioral Know-how]

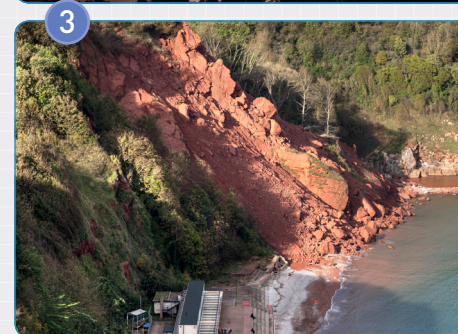
How to Respond to Typhoons and Heavy Rain



- ▶ If you reside in lowlands or areas prone to floods, be prepared for evacuation.



- ▶ In case of thunder and lightning, evacuate into a building or to lowlands.



- ▶ Do not approach slopes prone to landslides or drive on coastal roads.

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[Major Disasters and Behavioral Know-how]

How to Respond to Strong Winds



- Stay indoors, since falling signboards and uprooted trees may pose a risk. Children and the elderly should especially take care to stay inside.



- Do not go near the seaside since there is a risk of being swept away by waves.



- Gaps between the window sashes and windowpanes will expose the windows to damage. Seal the gaps with supplements.

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[Major Disasters and Behavioral Know-how]

How to Respond to Heat Waves



- Preferably stay indoors.
If you need to go out, wear a hat with a wide visor and wear light clothes. Make sure to carry water.



- Drink a lot of water, but refrain from consuming drinks and alcohol that are too sweet or contain high amounts of caffeine.



- Do not leave the elderly or children alone in a car with the windows closed.

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[Major Disasters and Behavioral Know-how]

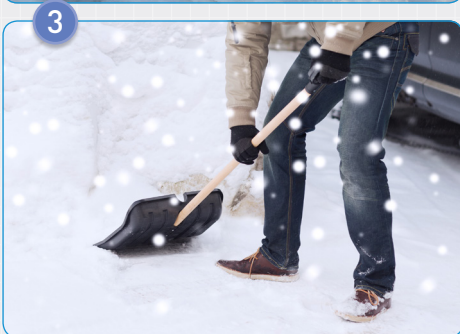
How to Respond to Heavy Snow



- ▶ Use public transportation such as the subway and buses, instead of private cars.



- ▶ Preferably stay indoors, but if you need to go out, wear slip-resistant shoes.



- ▶ Prevent slip and fall accidents by clearing snow in front of your house and/or your property.

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[Major Disasters and Behavioral Know-how]

How to Respond to Heavy Snow

◉ When Driving in Heavy Snow

- Keep snow safety equipment (chain, sand bag, shovel, etc.) at hand.
- Slow down on road curves, uphill sections, overpasses, bridges and icy roads.
- Stay tuned to the radio or TV to receive updates on changing traffic conditions.
- Keep a safe distance between cars to refrain from using brakes.
- Slow down in front of crossroads and crosswalks, as icy roads increase braking distance.

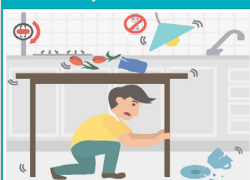
◉ Walking on Snowy Roads

- Keep your hands out of your pockets, and wear thermal gloves.
- Refrain from using your mobile phone while walking.
- Hold on to handrails on the stairs.
- Go home early, as snowy roads are extremely dangerous at night.

How to Respond to Earthquakes

Behavioral Know-how based on Locations

When you are at home



Crawl **underneath a table** to protect yourself.

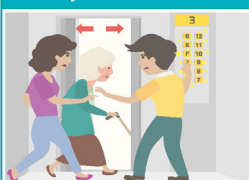
When a quake stops, **turn off electricity circuits and close gas valves**. Then, open the door to **secure an exit** and go outside.

When you are outside



Cover your **head** with your hands or a bag to prevent injury from falling objects. Evacuate to **open area** such as schoolyard or parks **while keeping distance from buildings**.

When you are in an elevator



Press **all the floor buttons** and get off at the floor that first opens. Then, use the stairs.

* **Do not use the elevator during an earthquake**

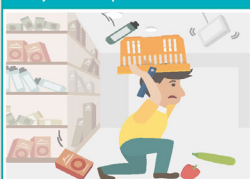
When you are in school



Crawl **underneath a desk** and hold the desk legs tight.

When the quake stops, evacuate to the **schoolyard** in an orderly manner.

When you are in a department store or in a mart



Protect yourself from falling objects and stay at stairs or close to pillars. When the quake stops, evacuate the building.

When you are in a theater or a stadium



Protect yourself with your **bag** or belongings and stay still until the quake stops. Then, **evacuate in an orderly manner** following instructions.

When you are on a subway



Hold handles or pillars not to fall. Follow instructions if the subway stops.

When you are driving



Turn on the emergency light and slowly lower the speed to park your car **on the right side of the road**. Listen carefully to the radio and evacuate **while leaving the key in**.

If you are on a mountain or in coastal area

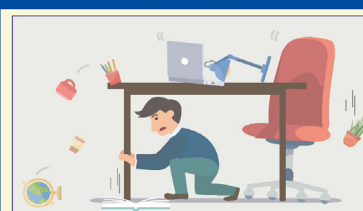


Be aware of possibility of **landslide and collapse of cliff**, and evacuate to a **safe place**. Escape to higher ground when there is a tsunami alert.

How to Respond to Earthquakes

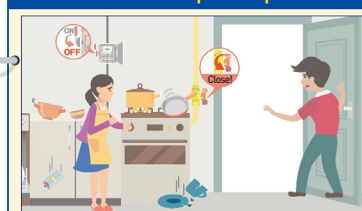
Behavioral know-how based on situations

Behavioral know-how based on situations



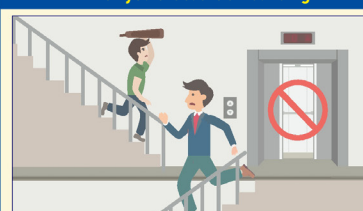
When there is an earthquake. Crawl **underneath a table** to protect yourself and hold the table legs tight.

When the quake stops



When the quake stops, **turn off electricity circuits and close gas valves**. Then, open the door to secure an exit.

When you evacuate a building



Quickly evacuate **by stairs**. **(Do not use an elevator)**

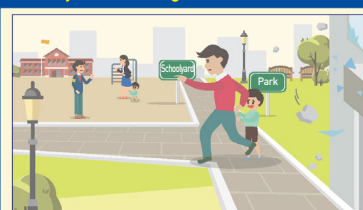
* Press all the floor buttons and get off at the floor that first opens.

When you have evacuated to outside of a building



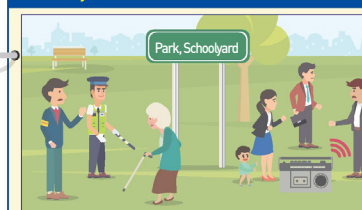
Cover your head with your hands or a bag to **protect your head** and evacuate **while keeping distance from buildings**.

When you are looking for a evacuation shelter?



Evacuate to **open spaces** such as schoolyards or parks **while paying attention to falling objects**. **(Do not use cars)**

When you have arrived at evacuation shelter



Take appropriate measures based on **correct information** such as the announcements from the radio or public institutions.

Learn about Fine Dust and Yellow Dust

1



► What is Fine Dust?

Fine dust comprises of very small particle pollutants emitted from burning fossil fuels and exhaust gases. These pollutants degrade the level of your immunity by permeating your body, and therefore must be given particular attention.

2



► What is Yellow Dust?

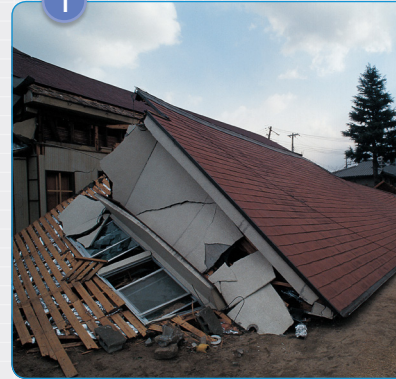
Yellow dust is the phenomenon of sand and red clay kicked up by wind in Northern China and Mongolia spreading out into the atmosphere, covering the sky, and then descending gradually.

○ When fine dust or yellow dust levels are severe

- Refrain from strenuous or long hours of outside activities. When you have a pain in your eyes or neck, or you have a cough, you are strongly encouraged not to go out.
- When you go out, wear a dust mask. If you have pulmonary disease, please consult a doctor before usage.
- If you are inside, keep the door firmly closed to block fine dust from entering. Families with elderly members and children should be especially careful.

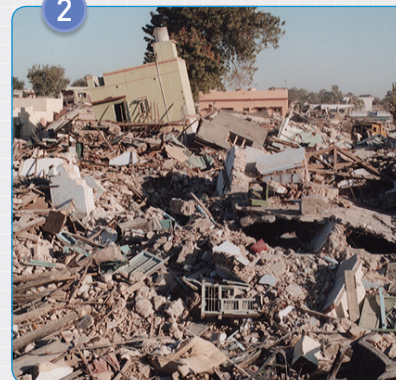
Compensation for Damages caused by Natural Disasters

1



- If your home has collapsed or been damaged due to a natural disaster, you must visit the closest eup, myeon or dong community center or the relevant disaster management department of the city, gun (county) or gu (borough) office to ask for help. Once the officer in charge informs you that you can submit a "natural disaster damage report," you can fill in the form and submit it within ten (10) days of the damaging event.

2



- Aside from having suffered damage to your home, if any of your family members have been injured, killed or are missing, you should likewise visit the closest eup, myeon or dong community center or the relevant disaster management department of the city, gun (county) or gu (borough) office to ask for help. If the "natural disaster damage report" mentioned above has been filled in, submitted and approved by the relevant department for support, you can receive financial support to the equivalent of the following.

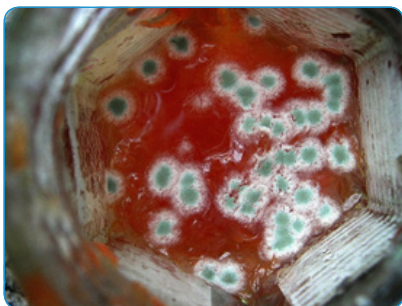
- Dead or missing: KRW 10 million to the householder, KRW 5 million to a household member
- Injured: KRW 5 million to the householder, KRW 2.5million to a household member

Learn about Infectious Diseases

What is an infectious disease?

- Infectious diseases are caused by pathogenic microorganisms such as bacteria, viruses, parasites, or fungi, and can be spread.

Hepatitis A is a disease that is transmitted from the excrement to the mouth. Generally, the hepatitis A virus is destroyed when boiled for more than 85 degree Celsius in water for one minute. Therefore, drinking or eating enough cooked food can prevent you from being infected. Make sure to wash your hands thoroughly after using the toilet and after going out.



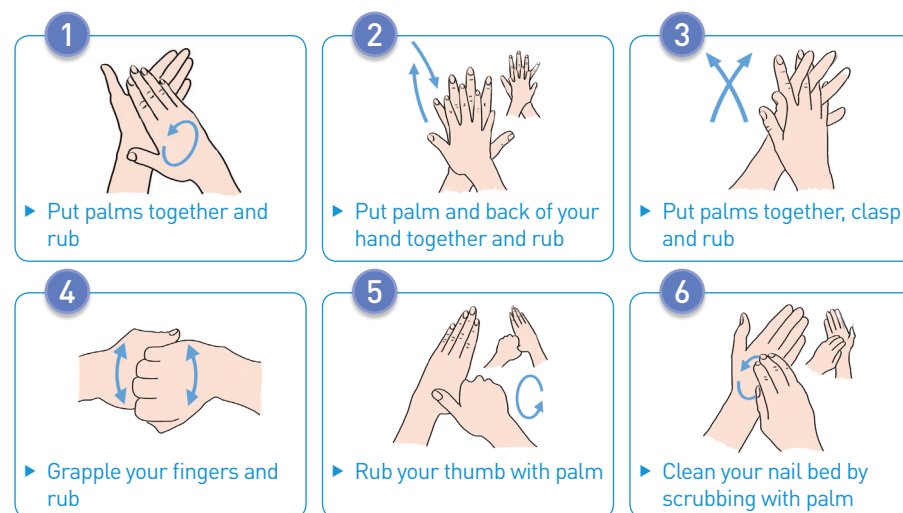
[Source: Korea Centers for Disease Control and Prevention, Zero Tuberculosis]

Food Poisoning

Noroviruses (caliciviruses), which cause food poisoning, often propagate through contaminated water. Closer attention is required during rainy seasons, when water is more prone to contamination.

Learn about Essential Guidelines for Prevention of Infection

The 6 steps of proper hand washing



Cough etiquette



2

[Emergency Kit]

Preparing Emergency Kits at Home



▶ Emergency Food



▶ First Aid Kit



▶ Backpack



▶ All-purpose Knife



▶ ID Card, Alien Registration Card, Passport



▶ Flashlight



▶ Battery



▶ Water



▶ Radio



▶ House/Car Keys



▶ Money



▶ Personal Hygienic Goods (toothbrush, tooth paste, soap)

※ When you have several keys together, attach key tags that indicate the place or the item the key opens.

3

[How to find an Evacuation Center near Your Home]

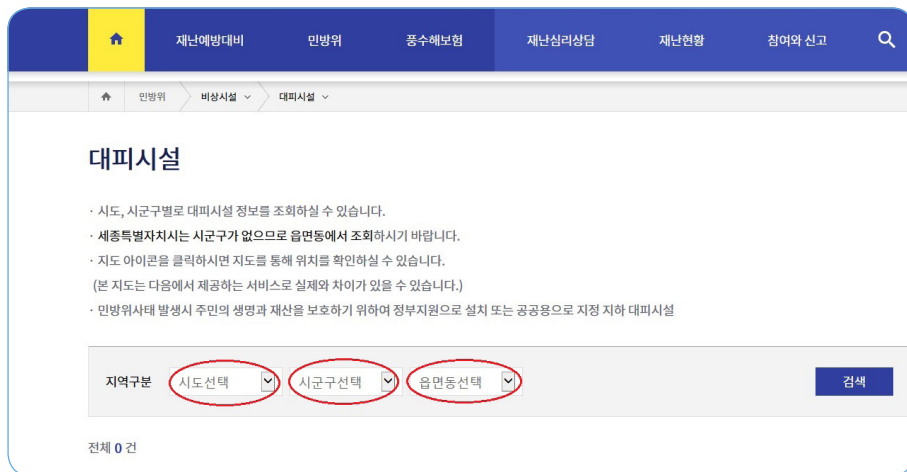
Let's Find an Evacuation Center near Your Home

- Visit National Disaster Security Portal (www.safekorea.go.kr).

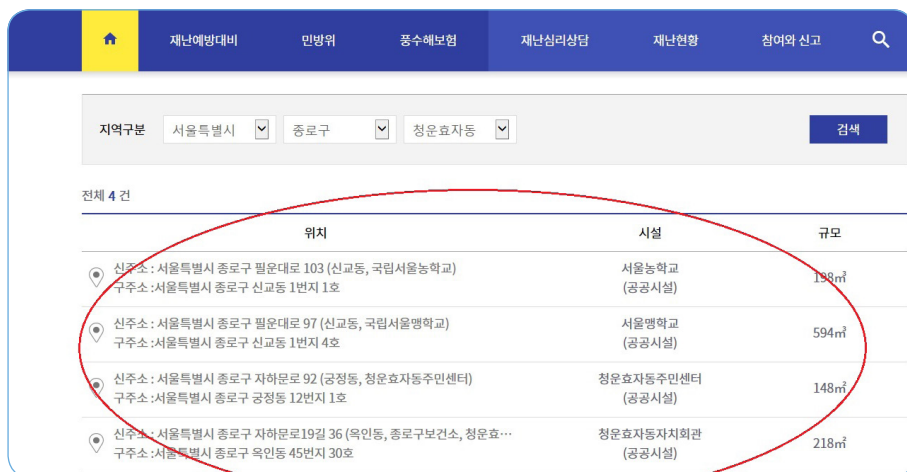
- Select "Shelter Facility" among emergency facilities under "the Civil Defense" category.

Let's Find an Evacuation Center near Your Home

- Select the "city", "gu", and "dong" of your home address. Then press "Search".



- Stay informed about shelter facilities near home.



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Planning for Disasters

- How to Develop a Disaster Response Plan

- Disaster Plan Checklist for Home Safety Check

- 1 | Select a place where family members can reassemble after a disaster.
- 2 | You should choose your primary assembly place from high grounds or tall buildings nearby your house. The secondary assembly place should be a public facility, such as a library or religious facility far from your house.
- 3 | Let all family members be aware of the address and phone number of the secondary assembly place. Stay informed about all possible evacuation routes, and practice.
- 4 | Decide on a family member or a friend living in another region as the emergency contact to call when family members have been separated by a disaster. Long-distance phone calls can be easier to make, as regional phone circuits may be congested.
- 5 | Consider the needs of everyone, especially the elderly, the infirm, and people who do not speak Korean.
- 6 | All family members should practice their plan.
- 7 | All family members should possess a copy of their disaster response plan in their wallet and backpack.
- 8 | Let your office, school, children's school or kindergarten, among others, know about the disaster response plan.

Home Safety Checklist

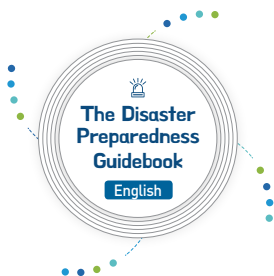
FIELD	HOME SAFETY CHECKLIST	CHECK		
		YES	NO	WHERE TO CALL IF YOU DETECT ANY ABNORMALITY
FIRE PREVENTION	• Do you make sure there aren't any hazardous material lying around?			119 Safety Center (Fire Department)
	• Have you placed a fire extinguisher at home, has it been inspected, and do you know how to use a fire hydrant?			
	• Do you follow safety measures when you use the heater at wintertime?			
	• Do you turn off the engine when refueling?			
	• Do you refuel while parked on level ground?			
	• Do you make sure there are no inflammables close by?			
ELECTRICAL ACCIDENT PREVENTION	• Have you made sure the electric cords have no fraying parts?			Korea Electrical Safety Corporation
	• Do you unplug electric appliances before you leave the house?			
	• Do you make sure not to touch electric cords with wet hands?			
	• Do you make sure not to overload a single extension cord with excess capacity?			
GAS EXPLOSION PREVENTION	• Is the safety valve closed tight?			Gas Service Provider
	• Is the gas can installed in a safe place?			
	• Do you check the connection from the gas can to the stove by rubbing it with soap water at least once a week?			
	• Are you aware of the dangers of gas explosion and of preventive measures?			
OTHER ACCIDENT PREVENTION	• Do you leave any harmful material (matches, lighters, knives, medicine, etc.) lying around in places easily accessed by children?			119 Safety Center (Fire Department)
	• Have you put a safety net over your electric fan?			
	• Is there anything in the house that could fall from a high place?			
	• Have you installed safety corner guards on the sharp edges of doors, desks, furniture, etc.?			

[Source: National Disaster Security Portal]

Home Safety Checklist

No.	CHECKLIST	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
1	Do you unplug electric heaters after use?												
2	Do you make sure not to overload a single electric outlet with multiple plugs?												
3	Have you made sure there are no electric cords that are peeling away or have snapped?												
4	Do you store the propane gas cylinder in a safe place?												
5	Do you close the safety valve after using the gas?												
6	Does your oil stove or cooker automatically turn off when it falls over?												
7	Do you extinguish your oil stove or cooker before you fuel it?												
8	Do you store your fuel (oil) in a safe place?												
9	Do you check your electric appliances before you leave home or go to sleep?												
10	Do you always have firefighting water at hand?												
11	Do you have a fire extinguisher at home?												
12	Do all family members know how to use a fire extinguisher?												

[Source: National Disaster Security Portal]



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