

# How do I prepare?

- Identify ahead of time all the openings in your home/business that will need to be closed in the event of a SIP emergency (windows, doors, fireplace dampers, etc.)
- Determine how to quickly shut off all air moving equipment in your home/business to include: heating, air conditioning, exhaust fans, etc.
- Choose a room in your home/business to serve as a "Shelter Room". This should be on the highest level of your structure with minimal doors and windows, and enough room to accommodate everyone in your home/business. Master bedrooms with a bathroom work great.
- Assemble a SIP kit with the items listed in this brochure, and store it in your "shelter room". Pre-cut the plastic sheeting to cover windows, air vents and other openings in your "Shelter Room" and label accordingly.
- Sign-Up for the city's emergency alert notification system to ensure you will receive SIP messages.

# Get Notified In An Emergency!



The CivicReady solution will allow Hopewell Alerts to issue urgent notifications, emergency instructions, warnings, and routine communications to subscribed citizens via email, text message, and voice alert, to keep citizens safe and informed.



**Register Today**  
[hopewell-va.myfreealerts.com](http://hopewell-va.myfreealerts.com)

Hopewell's Local Emergency Planning Committee

# SHELTER IN PLACE (SIP)



## DURING A CHEMICAL EMERGENCY:

- What is SIP?
- What do I do?
- What do I need?
- How do I prepare?



Hopewell Fire & EMS  
200 South Hopewell St.  
Hopewell, VA 23860  
Phone: 804-541-2288 x5  
Email: [EM@Hopewellva.gov](mailto:EM@Hopewellva.gov)  
[hopewell.gov/EM](http://hopewell.gov/EM)

# What is "SIP"?

"Shelter In Place" (SIP) is one of the basic instructions you may receive from public safety officials during a chemical emergency in your community.

Sheltering in place offers you, your family, and/or employee's/coworkers immediate protection for a short time in your home/business.

If you are told to shelter in place, bring everyone indoors immediately (don't forget your pets!) While gathering your family/employees, you can provide a minimal amount of breathing protection by covering your mouth and nose with a damp cloth.

A chemical emergency may occur anywhere hazardous materials are manufactured, stored, or transported. Chemical plants are obvious sources of potential accidents, but less obvious are highways, railways, and even storage containers at places such as swimming pools (chlorine), etc.



**HOPEWELL FIRE & EMS**



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**@HOPEWELLFIREEMS**

# What do I do?

When you are instructed to shelter in place due to a chemical emergency, you should follow these simple procedures:

## **1. GO INSIDE TO THE "SHELTER ROOM"**

## **2. CLOSE, LOCK, AND COVER ALL OPENINGS, DOORS, AND WINDOWS**

## **3. TURN OFF AIR-CONDITIONING AND HEATING SYSTEMS**

## **4. MONITOR HOPEWELL ALERTS AND SOCIAL MEDIA**

The following general information is a guide on how you should act before, during and after an emergency.

The situation in your area may involve unique circumstances. It is imperative that you follow the instructions of your local officials explicitly in the event of a SIP emergency.

# What do I need?

**A "SIP" supply kit should include the following items:**

- A copy of this brochure and other emergency numbers
- First Aid Kit
- Battery operated AM/FM radio and/or TV.
- Flashlight and extra batteries.
- Bath-size towels. (For wetting and placing at the bottom of doors)
- Wide tape (i.e. duct tape)
- Plastic sheeting (i.e., drop cloth, window plastic, etc.). Should be pre-cut to the size of the openings that need to be closed off in your shelter room.
- Enough Snacks and bottled water for everyone
- Cards or other simple games to pass the time.
- Cell phone/charger

Store your kit in a convenient and secure location known to all family members. Stored water and food should be replaced every six months. Re-evaluate your kit and family/business needs at least once a year and replace batteries, etc.