

**EMPLOYEE TRAINING RECORD**

**TRAINING TITLE** What to do during an Earthquake

**KEY TEACHING POINTS**

**FIND COVER.**

- Move away from windows, high furniture and other dangers. Move to an interior doorway, or under heavy furniture like a table or bed.
- Don't enter or exit a building.
- Get out of the way of falling objects.
- If you are outdoors, move to a clear area, away from trees, signs, buildings, or downed electrical wires and poles.

**AFTER AN EARTHQUAKE.**

- Be ready for more shaking - aftershocks - which will follow the first earthquake.
- Check for injuries, to you and others. Don't move seriously injured people unless they are in danger.
- Check for building damage and evacuate if it appears dangerous. Do not use an elevator.
- Check for gas leaks. If you smell gas, shut your gas off at the meter. If you don't know how have someone do it for you.
- Open windows (if not broken).
- Shut off your water and electricity if they are damaged.
- Wear protective shoes and clothing. After a large earthquake, there will be a lot of broken glass around.
- Use your portable or car radio for information. Electricity may be out, so you won't have TV. Don't use the telephone. Lines will be out or overcrowded with emergency calls.
- Most of all, use common sense. By preparing for an earthquake, you are a lot better off than those who don't.

**TEST**

QUESTION	ANSWERS	
	TRUE	FALSE
1 Check for injuries, to you and others.		
2 Move away from windows, high furniture and other dangers.		
3 After a large earthquake, there will be a lot of broken glass around.		
4 Get out of the way of falling objects.		
5 Check for building damage and evacuate if it appears dangerous.		
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE

1 T 2 T 3 T 4 T 5 T
---------------------