



STATE OF KUWAIT
MINISTRY OF INTERIOR
GENERAL CIVIL DEFENCE DEPT.



How to Set Up a Temporary Shelter at Home

General Civil Defence Dept.
publications of Safety and
security series

Preface

Dear Civilian and Expatriate,

The Civil Defence in the State of Kuwait is directly linked to civilians and expatriates, and its success in the implementation of its operations, protection of the city, and ensuring safety and security in emergencies and disasters, and protecting lives and properties, lies mainly in the ability of every person and organization to understand the Civil Defence operations and procedures and abide its rules.

The Public Administration of Civil Defence places in your hands this manual to familiarize you with the needed information about setting up private shelters and their use instead of electronic elevators during a crisis. You are also asked to kindly follow all the instructions that the Civil Defence personnel give through the public media, and directly about setting up and making use of a private shelter.

Wishing everyone safety and security.

General Civil Defence Dept.

The Shelter :

A private shelter is a safe haven that is built and prepared to protect one family in a private home, or civilian or government building. The private shelter is prepared while the building is being constructed, keeping in mind the technical measurements of shelters. When the shelter is not prepared for in the construction period, Setup a temporary shelter at home the basement, a room, or one of the apartments is chosen in the building and renovated to become a decent shelter abiding by all the technical regulations that go with it. It is preferable that the chosen room be on the ground floor, with very few doors and windows.



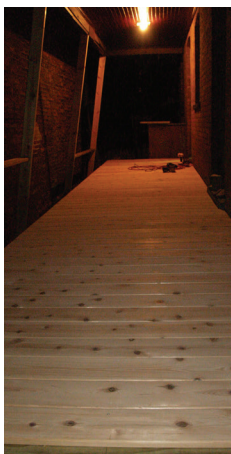
How do you Set Up a Temporary Shelter in a House?

First: Choose the location in the house:

It is preferable that the temporary home shelter be below ground level (in the basement), with the minimum number of openings, doors, or windows (it is preferred that there be only one door for exit and entrance).

Second: Suitable Locations:

- A building with a basement: In this case, the basement is the most appropriate location to set up a shelter.
- A building with no basement: In this case, one of the rooms on the ground floor would be the most suitable location for a shelter.
- A several story building with no basement such as schools, government organizations, and compounds: In this case, one or a few of the apartments on the ground floor would be the most suitable location to set up a shelter.
- There should be as few windows and openings as possible.
- It should have a toilet inside it, or be close to one.
- It is preferable that there be only one way in and out of the room (window or door).



Third: The required procedures:

1. Close all windows and openings that are of no use.
2. Place a wet towel across the bottom rim of the door (entrance) when hearing the alarm bells.
3. If the chosen room on the ground floor was spacious with very few poles in it, then it must be reconstructed by supporting the roof with metal/iron or wooden supporters, to provide the strongest hold possible.
4. Remove any objects from the room that may fall and hurt someone.
5. Remove any gases or liquids that may ignite and cause a fire.
6. Close all cracks and openings using silicon or plastic duct tape.
7. Place duct tape around the rim of the whole shelter's window.

Fourth: The necessary Preparations:

1. Food:

It must be canned with a long shelf life, such as lentils and beans, red beans, canned fruits, juice, Long-life milk, honey, nuts, dry cookies, biscuits.

2. Water:

- a. Closed Mineral Water.
- b. There must be enough water available based on the number of the persons present in the shelter; keeping in mind that every person needs about 2-3 liters of water a day.

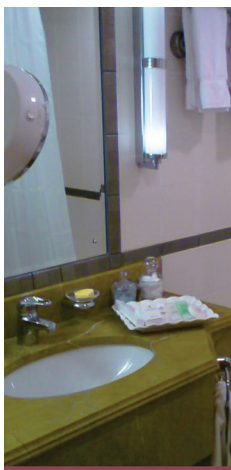
- c. It is preferable that toilets are provided inside the shelter or next to it.

3. Medical requirements:

- a. A first aid kit, or special medication is enough for the individuals in the room, if need be.
- b. If need be, special medication should be available for diabetics, heart disease, blood pressure, and any other medication that an individual may need in an emergency.
- c. There should also be special medication and children's needs in the shelter such as pampers, powder, creams, baby bottles, powder milk, formula, special baby foods, special baby sterilizers and cleaner's, cough and fever medicines.
- d. Suitable masks should be provided, for protection from chemical weapons (if provided by the state),
- e. Provide inhalers for asthmatic individuals.

4. Equipment:

AM-FM radio, land telephone line, cellular phone, flash lights with spare batteries, television with local and satellite channels, fire extinguisher, stable



cupboards, refrigerator for water and other necessities, emergency instructional brochure, emergency phone numbers, clothes, covers, enough masks with filters for everybody, gloves, boots, practical and suitable protective suits.

5. Health and hygiene needs:

Soap, disinfectant (Dettol), towels, shampoo, several underwear changes, dry toilets, strong garbage bags, feminine hygienic products.

6. Moral support needs:

Holy Qura'an, cultural and religious books, children's toys.

7. Important documents:

Place jewelry, gold, and money that's important for the family in a safely locked bag that is easy to carry around. This bag should also contain important documents such as travel passports, civil identification cards, bank cards, etc.