

Hello and Welcome to Claremont.

Under other circumstances we would prefer to talk face to face, but of COVID, it is not possible.

The Claremont Civic Association (CCA) has an Emergency Preparedness Committee and is organized in groups (ZONES) of homes with Zone Leaders and a structure that reports to the CCA Board.

You are in ZONE _____ and I am one of co-zone leaders. My contact information is noted below.

This mini packet contains (1) a ZONE Roster and (2) an OK/Help Banner. Normally we provide a complete New Resident Emergency Preparedness packet. COVID precludes us from personally delivering this complete packet. However, the packet of information can now be found on EMERGENCY PREP web site (<https://claremontcivic.com/getready/new-residents-getting-started/>). Please visit this site (example below) and review the seven listed items.

Do you have the New Resident Emergency Preparedness Packet containing the following?

#	Resource (click here to download / review / possibly save)	Intent
1	New Resident Packet Cover Sheet	These Items are in YOUR Packet
2	Welcome Letter	Zone Leader welcome
3	Resident Guidelines	Basic Emergency Prep Guidelines
4	Zone Leader Duties	Your Zone Leader's Commitment
5	OK/HELP Banner	Resident Status - displayed in Emergency
6	Resident Zone Roster	Zone Leader will Provide - You'll be asked to add your point of contacts
7	Regional Emergency Network Map	Regional Map identifying additional Resources

ZONE ROSTERS include neighbor Point of Contact INFORMATION(POC). In an emergency and zone leaders are checking to see if all are well, the POC could know if you are home or not. If you are seriously injured there is Family POC information along with the relationship. The ZONE ROSTER is confidential and only available to your zone residents, and the committee. **Supplying this information is voluntary.** You may also elect to provide me (only) with the information. Residents would know to contact me should an emergency arise.

We are fortunate to have 20+ retired or semi-retired medical professionals who have organized a process for triage during an emergency. Additionally, Zone Leaders are trained to communicate via walkie-talkies to a central emergency center set up in the clubhouse. Our Emergency Network also has a ham radio that is staffed by certified volunteers and can connect to other government agencies.

We welcome your ideas and hope you would become involved. *I'm sure you have questions, so don't hesitate in calling either of us.*

_____, () - _____, _____
Co-Zone Leader (ME) Phone Number email Address

_____, () - _____, _____
Co-Zone Leader Phone Number email Address

To: _____
Residents Name _____ Lot Number _____ Date _____

From: CCA Emergency Preparedness CO-ZONE Leader _____
For Zone _____

Subject: Collection of Resident Emergency Point of Contact Information

(1) Please review the attached Most recent Zone Roster for ZONE _____

(2) Please:

- a. Provide your email address and preferred phone number.
- b. Pick and write in one of your neighbors to be YOUR EMERGENCY Neighbor Point of Contact/Zone Buddy. This person should know how you can be reached should you be out of town. Consider providing them with the details on how to shut off your utilities and potentially how to access your home in case of an emergency (example frozen pipe).
- c. Provide your EMERGENCY Family Point of Contact, relationship and phone number.

(a) your email _____ Preferred/most used Phone Number _____

(b) Neighbor Point of Contact Name _____ Preferred Phone Number _____
(Zone Buddy)

©Family Point of Contact Name _____ Relationship _____ Preferred Phone Number _____

(3) You can provide me the information by emailing me a photo of it, calling me or dropping it off on my porch –place under the mat. I'll ensure the information gets added to our ZONE ROSTER.