

# **CRISIS MANAGEMENT & SUPPORT**

# **GO-BAG**

1. Money  ATM & credit cards  Checkbook  Multiple currency  Safe deposit keys	
☐ Government Travel Card	
2. Medical Items	4. Food and water
☐ Medical and dental records	☐ Snacks
☐ Immunization cards	□ Water
☐ Glasses & contacts	5. Documentation
☐ Prescriptions	☐ Passport(s) & Visas
☐ Medications	☐ State Department ID
3. Personal belongings	<ul><li>☐ Marriage, birth, adoption and naturalization certificates</li></ul>
☐ Clothing	☐ Driver's license
$\square$ Toys and games	<ul> <li>Auto insurance policies, registrations and title if applicable</li> </ul>
☐ Pet items	
☐ Cell phone	☐ Power of attorney & will
☐ Chargers for all electronics	☐ School records
	☐ Pet records
	☐ Household effects inventory

#### **Post Evacuation – Your Documents**

#### Make sure you create, purchase, or apply for certain documents now:

- Will or will/trust combination
- Durable power of attorney
- Bank powers of attorney
- Medical power of attorney
- Medical insurance
- Property insurance (check coverage!!!)
- Life Insurance
- US driver's license
- Over 55? Consider long-term care insurance

## Keep certain original documents in a U.S. safe-deposit box:\*

- Stock and bond certificates
- Birth certificates
- Naturalization papers
- Adoption papers
- Marriage certificates
- Deeds to property

## Keep certain documents with you at all times:

- Passports\*
- Insurance policies
- Medical, dental and shot records (including copies of clearances)\*
- Prescriptions\*
- Employment records (latest resumes, evaluation and SF-50s)\*
- Safe deposit box keys\*
- Household Inventory\*
- School records\*
- Powers of attorney (medical, durable and bank)\*
- Wills and trust documents\*
- Bank records (most recent year)
- Stock records (records of purchases)
- Certified copies of birth certificates
- Passwords for internet accounts\*
- Tax records (last three years)
- Address database or book\*
- Car title (in the States you would keep this in your safe deposit box, but overseas you usually need it to register the car at post)

<sup>\*</sup>Don't forget to make certified copies of originals!

<sup>\*</sup>Hard to replace items that should be kept in a fire-proof safe