Emergency Communication Inventory

Household identification and communication priorities

HOUSEHOLD INFORMATION

Household / group:

Location / general area:

Date assessed:

Review date:

ESSENTIAL COMMUNICATION CAPABILITIES

For each capability, record a primary method and an independently useful alternative. Do not assume several apps on one network are separate backups.

Capability	Primary method	Alternative method
Receive official alerts		
Contact household members		
Request emergency assistance		
Contact caregiver / school		
Coordinate meeting arrangements		

TOP THREE CONCERNS

1.

2.

3.

Device & Service Inventory

Cellular, internet, satellite and broadcast dependencies

EQUIPMENT REGISTER

Record what actually works, including its power supply and required service. Keep sensitive account credentials out of this worksheet.

Device / location	Condition	Power / cable	Network / service
Mobile phone 1			
Mobile phone 2			
Emergency broadcast radio			
Two-way radio set			
Satellite messenger / phone			
Modem / router / fibre terminal			
Other device			
Other device			

SHARED DEPENDENCIES

Which devices depend on the same cellular or internet network?

Which require subscriptions, repeaters or external services?

Which methods work directly without that infrastructure?

Mesh networking devices: record in the dedicated worksheet on page 15.

Radio & Broadcast Readiness

Reception, legal operation and verified local coverage

RADIO INVENTORY

Equipment	Battery / antenna	Tested reception	Limitations
AM/FM or weather receiver			
Handheld radio A			
Handheld radio B			
Amateur radio equipment			
Other radio			

BROADCASTS AND RADIO OPERATING NOTES

Relevant local broadcast stations / alert channels:

Where reception is reliable:

Permitted radio service, licensing or authorization checked:

Repeater or network dependency (if applicable):

Date and conditions of last test:

Do not transmit on unauthorized frequencies. Reception and advertised radio range do not guarantee the ability to request help.

Charging & Power Inventory

Battery endurance, compatible connectors and recharge options

POWER AND CHARGING

Device	Battery / rated energy	Cable / adapter	Test / condition
Phone			
Broadcast radio			
Two-way radio			
Satellite device			
Power bank			
Solar charger			
Spare batteries			

POWER CONTINUITY

Estimated use or runtime under actual conditions:

Available safe recharge methods during an outage:

Missing or incompatible charging components:

Equipment that must remain on to receive urgent alerts:

Communication Coverage Tests

Distinguish observed coverage from advertised range

REAL-WORLD TEST RECORD

Use safe, accessible locations. Record unsuccessful attempts too. Only use legal radio channels and approved non-emergency satellite test functions.

Method / equipment	From -> to location	Terrain / distance	Result / clarity
Test 1			
Test 2			
Test 3			
Test 4			
Test 5			
Test 6			

COVERAGE LIMITATIONS

Locations with no verified contact:

Environmental or building obstructions:

Alternative method for uncovered locations:

Next test date:

Household Contacts & Meeting Plan

Offline contact access and safe reunification arrangements

CONTACT RECORD

Keep this page secure. Use only information household members are authorized to access; do not record passwords.

Person / role	Contact details	Alternative / notes
Household member		
Household member		
Trusted out-of-area contact		
School / caregiver		
Additional trusted contact		

MEETING AND REUNIFICATION

Primary safe meeting location:

Alternative meeting location:

School or caregiver reunification procedure:

When to follow official evacuation instructions instead:

Communication Fallback Sequence

What to do when normal services stop working

PLANNED COMMUNICATION PATH

Order	Method / person	When to attempt	What if unsuccessful?
Primary			
Backup 1			
Backup 2			
Backup 3			
Meeting arrangement			

SPECIAL ARRANGEMENTS

People needing assistance or accessible equipment:

Conditions requiring immediate emergency assistance:

When routine contact attempts should stop:

What changes if travel or the meeting location is unsafe:

Immediate danger: contact available emergency services without waiting through the fallback sequence.
Follow official evacuation and school reunification instructions.

Household PACE Communication Plan

Primary / Alternate / Contingency / Emergency

PLAN FOUR METHODS FOR ONE SPECIFIC COMMUNICATION NEED

Who needs to contact whom? _____

Locations / expected conditions: _____

P PRIMARY — Normal preferred method

Method / contact: _____

Coverage / dependency / test result: _____

A ALTERNATE — When primary fails

Method / contact: _____

Coverage / dependency / test result: _____

C CONTINGENCY — When both earlier methods fail

Method / contact: _____

Coverage / dependency / test result: _____

E EMERGENCY — Last planned option; do not delay urgent help

Method / contact: _____

Coverage / dependency / test result: _____

TEST & SWITCHOVER ARRANGEMENTS

Agreed radio channel / monitoring time: _____

When to switch methods / who decides: _____

Shared infrastructure or single point of failure: _____

Next safe test date / responsible person: _____

Emergency danger: contact available emergency services immediately; follow official instructions.

Household Check-In Arrangements

Conserve power without losing essential contact opportunities

AGREED CHECK-IN PLAN

People / group	Planned window	Method / channel	If missed
Household group A			
Household group B			
Caregiver / support			
Out-of-area contact			
Other			

OFFLINE INSTRUCTIONS

Where printed contact information is kept:

How to communicate urgent messages outside check-in times:

How to respond to a missed check-in safely:

Equipment that should stay available for urgent alerts:

A missed check-in alone does not prove an emergency. Avoid unsafe travel and unnecessary emergency calls.

Practical Communication Exercise

Test a primary method, then an independent alternative

CONTROLLED EXERCISE RECORD

Participants and safe locations:

Primary method attempted and result:

Alternative method attempted and result:

Offline contacts and meeting instructions accessible?

Charging and battery compatibility confirmed?

OBSERVATIONS

Test item	Expected result	Observed result / issue
Coverage / clarity		
Connection / service availability		
Battery or recharge		
Fallback understanding		

FOLLOW-UP

Unverified capability or needed correction:

Person responsible / retest date:

Day 1, Day 7 & Day 14

Evaluate communication capabilities, not only device charge

CAPABILITY OVER TIME

Assess three separate needs: receive warnings, contact important people, and request assistance. State assumptions about service outages and charging.

Planning day	Receive official info	Contact people	Request assistance
Day 1			
Day 7			
Day 14			

EARLIEST EXPECTED GAP

First essential capability likely to fail:

Expected day or triggering condition:

Cause (battery, network, coverage, subscription, other):

Tested alternative and limitations:

Action required before the gap occurs:

Advanced Communication Readiness Assessment

Verify advanced radio capability, privacy, interoperability, and single points of failure

RADIO OPERATING PROCEDURES

Channels, settings, check-in windows, message confirmation

ANTENNA PERFORMANCE

Placement, compatibility, terrain, and tested coverage

EQUIPMENT INTEROPERABILITY

Legal service, frequency/mode, and device-to-device tests

COMMUNICATION PRIVACY

Unencrypted transmissions; avoid sensitive details

REDUNDANCY AND DEPENDENCIES

Backup batteries, chargers, antennas, and repeater reliance

TRAINING AND PROFICIENCY

Can each intended user operate and troubleshoot equipment?

NEXT STEP / FURTHER LEARNING

Transfer gaps to the Corrective Action Register on the next page.

Advanced Off-Grid Communication Techniques · Prepping Communities

Corrective Action Register

Prioritize real gaps and verify their resolution

IMPROVEMENT TRACKER

Deficiency / affected capability	Priority	Correction / owner	Target / verified

PRIORITY REVIEW

Most important correction:

Second priority:

Third priority:

Prioritize ability to receive official warnings, request assistance, and maintain critical household contact before optional accessories.

Final Readiness Review

Document what is verified and what still depends on outside services

READINESS CHECK

Question	Yes / No	Evidence or next action
Can we receive relevant official warnings?		
Can we contact separated household members?		
Can we request assistance if networks fail?		
Have we tested realistic locations?		
Do we have usable offline contacts?		
Are backup power and cables compatible?		
Are fallback and check-in plans understood?		

FINAL RECORD

Assessment completed by:

Next review / practice date:

Important remaining limitation:

This workbook supports preparedness planning; it does not guarantee network coverage, service availability, or emergency response. Follow local regulations and official instructions.

Mesh Network Readiness & Coverage

Record compatible nodes, test real coverage, and identify failures before an outage.

MESH NODE / DEVICE INVENTORY

Device / node location	Battery / charging	Radio / antenna	App / compatibility

OFF-GRID MESSAGE AND RELAY TESTS

Test with cellular data and internet disabled; document both successful and failed messages.

From node -> to node	Relay used / terrain	Result / date

NETWORK DEPENDENCIES AND LIMITATIONS

Critical relay nodes or single points of failure:

Uncovered locations, incompatible devices, or message delays:

Encryption / channel configuration and who can access messages:

DAY 1 / DAY 7 / DAY 14 AND PACE BACKUP

Power endurance for nodes and essential relays through Day 14:

PACE role and alternative method if mesh messaging fails:

Next test date / corrective action / responsible person:

Mesh messaging is not a guaranteed replacement for emergency services or official alerts.