



*An essential*

# HAND BOOK

**LOOK BEFORE YOU LEAP –  
TAKE THE RIGHT ACTION IN A CRISIS**



## AN ESSENTIAL HANDBOOK

This handbook is about how you can protect yourself and your family in the event of a crisis. Read through it so that you are prepared.

**Keep this handbook!** It contains important information which you may need if a crisis occurs.

Prepare yourself mentally for the possibility of a crisis happening at some point in your life. By being aware that you could end up in an emergency situation, you are also increasing your ability to handle it. Being prepared is the best protection when something happens. Society's emergency preparedness is based on everyone taking basic responsibility for themselves and their families, and on us working with each other.

The municipalities, and other society players, do everything in their power to help people during major crises. But society's resources will primarily be targeted at the most vulnerable. So expect to have to look after yourself for a while.



## GET MORE INFORMATION ON **CRISES** HERE:

- [Dinsakerhet.se](http://Dinsakerhet.se)
- [Krisinformation.se](http://Krisinformation.se)
- [Trafiken.nu](http://Trafiken.nu)



# 113 13

### **Sweden's national information number.**

You can phone this number for information about serious incidents and crises in society such as a major storm, an influenza epidemic or flooding. You can also phone and provide information on 113 13.

# PREPARE AND PREVENT

There is a lot you can do yourself to prevent crises and be prepared. Begin by taking a look at your home. Accidents aren't just restricted to fires and storms. There are a variety of risks, such as the risks of falling, getting crushed or being cut. Try to identify the risks in your home and eliminate them where possible.

When it comes to major incidents, natural disasters or just a common power cut, there is a lot you can do to prepare yourself. Read through the lists on the following pages and consider whether there is anything you need to buy to keep at home. Also, think about what you would do if something happened. Make a simple plan and decide where to keep the things you need.

It is important to find out how to get information when the phones, radio and TV are not working, for example. Find this out before something happens. Make sure your safety equipment works and that you have working batteries for it.

## REMEMBER:

- **Keep informed** about what's happening in society.
- **Where are all the up-to-date phone numbers?**
- **Make a plan** of how you and your family could cope with different situations.
- Make sure you have **useful things at home** and equipment that you know you can operate. There's a "*List of useful items*" on pages 6–7.
- **Never leave lit candles unattended.**

- **Keep matches** out of reach of young children.
- **Prepare** for how to evacuate your home in the event of a fire.
- **Follow the manufacturer's recommendations** regarding the amount of fuel when lighting a fire in a fireplace or stove.
- **Test your fire alarms** regularly, and change the batteries once a year.
- **Check your electric cables** regularly to make sure they are not damaged. Repair worn electrical cables and scrap or repair electrical appliances that do not work.
- **Turn off the TV** with the button and not just with the remote control.
- **Do not leave** tumble dryers, dishwashers or washing machines on when you go out or at night.
- **Do not charge** electrical devices on beds and sofas. This could start a fire. Unplug the charger from the power socket once your device is charged up.
- **Saw down trees** that are close to your house or are old or sick.
- **Do not leave valuables** (such as cameras, mobiles or luggage) in your vehicle. The number of thefts from vehicles is increasing every year. **Hiding the items in your vehicle isn't enough!**
- If you live in areas that are prone to flooding after heavy rainfall, you should take this into account when you plan your home; for example, when you choose furnishings for your basement. **Do not place valuable items directly on the floor.** Place washing machines, fridges and freezers on pedestals if they are located in the basement. You may also need to buy your own pump to quickly pump out water.



## LIST OF USEFUL ITEMS:



- **Food for one week** – tinned food, dry goods and freeze-dried food. This should be food that doesn't need to be stored in a fridge to keep fresh and doesn't require electricity to prepare.
- **Tin opener**
- **Water can** with screw cap.
- **Water purification tablets**, which you can purchase from a pharmacy.
- **Bottled water**
- **Thermos flask**
- **Camping stove** with fuel.
- **Disposable cups and plates etc.**
- **Paraffin or spirit lamp**, ideally with the same fuel as the camping stove.
- **Torches** with extra batteries. The larger the home and the more people who live there, the more torches you need.
- **Candles**
- **Matches** and/or lighters.



- **Paraffin or LPG heater** with fuel.
- **Timber** if you have a fireplace.
- **Fire alarms**. At least one functioning fire alarm on each floor of the home and in rooms where people sleep.
- **Fire extinguisher** with 6 kg of powder.
- **Fire blanket**, or something else to cover a small ignition source with.
- **Battery-powered radio** with extra batteries. It's a good idea to buy a radio now. In the event of a power cut, a lot of people will want to buy one at the same time and they will be sold out.
- **First-aid kit** and standard over-the-counter medicines.
- Do you depend on **medicine**? Make sure you have enough medicine at home to last you for up to one week.
- **Warm clothing**
- **Sleeping bags** or extra blankets.
- **High-vis vest**, torch and a small spade in the car.

## ICE – IN CASE OF EMERGENCY

**ICE** is an emergency number you can add to your contacts list in your mobile phone. It helps rescue workers and is an insurance policy for you. If you are found seriously ill or injured, a phone number stored under the name **ICE** in your mobile phone's contacts could be vitally important.

**ICE** stands for In Case of Emergency. The idea is that you add **ICE** as a name in your mobile phone's list of contacts, with the number of a close relative who can be reached if something happens to you and you are unable to communicate. This enables rescue workers to contact your closest relative quickly to obtain vital information if you are suffering from an illness or take special medicine.

**Remember the overseas prefix, +46**, so that the number also works if you are overseas. Also, remember to let the person, or people, you have entered as a contact/contacts know.



## IF YOU HAVE ANIMALS

- **Make sure you have dry fodder at home** so that the animals can cope for several days if you are unable to buy more fodder.
- **Bring your animals inside if storms are on the way.** Remove loose objects that animals could injure themselves on.
- If there is a water shortage and you have municipal water, your municipality will make sure there is water available for people. **This does not apply to your animals!** So make sure you have enough water stored or in your own well for your animals to cope.
- Train your animals to leave the stable or barn through the emergency exits. **Have halters close to hand that you can use in an emergency evacuation.**
- **Perhaps put up a sign on your home** showing that there are animals on the property so that the rescue services and police can see it.
- Prepare how you would handle the situation in your stable or barn **in the event of a power cut.**



## WHEN CRISIS STRIKES

In an emergency where there is a serious risk to life, health, property or the environment, phone 112. Describe what has happened and what help is required. **Do not phone 112 without due cause.**

Stay informed. Listen to your local radio station, see what's on your municipality's website and social media.

### Contact 113 13 to give or receive information.

Listen to the instructions you receive, such as to stay indoors.

Stay calm. Think the situation through and plan what you can do yourself to reduce the impact of the crisis on you. Contact neighbours, friends and family – help each other. If you are put in a vulnerable position, **please be patient.** Everyone will receive help, but not all at once.

**If you have special knowledge or something else that could help others – contact your municipality.**



- Listen to the radio.
- Take it easy.
- Phone 112 if life and property are in danger.
- Phone 113 13 to get information on serious incidents and crises in society. You can also phone 113 13 to provide information about an incident.

## DIFFERENT CRISES

### IF YOU HAVE A FIRE

If oil has caught fire on the cooker, cover with a lid.

If fabric, wood or paper has caught fire and it's a small fire, try to extinguish the fire yourself if you think you can.

**Do not risk lives. If you are unsure, evacuate the property and phone 112.**



### IF YOU HAVE NO ELECTRICITY

Food perishes. Be careful about what you eat so that you don't fall ill. **Do not open the fridge unless you have to.**

If you have freezer packs in the freezer, you can place them in the fridge to help keep it cold. If it is freezing cold outside, you can refreeze the packs outside and use them to keep the fridge cold.

Remember that equipment such as water pumps, heating systems and telephones soon stop working in a power cut as they run on electricity.

Try to find out how long the power cut will last. Listen to a battery-powered radio or go to the energy company's website.



## IF YOU HAVE NO HEATING

**Only use one room**, ideally one that faces south. Place rugs on the floor. Hang blankets, for example, in front of windows. Close the doors to the rest of the house.

Only use lights and heat sources designed for indoor use! For example, it is highly dangerous to use a barbecue indoors due to the carbon monoxide emissions!

Try to find out how long the heating will be off for.

If you have district heating, listen to the radio or contact your district heating supplier.

## IF YOU HAVE NO WATER

Save what water you do have. Use disposable cutlery, plates and cups etc.

**If you collect water from a watercourse, boil it for five minutes before you use it. You can also use water purification tablets.**

If you have municipal water, contact your municipality to receive information about where you can collect water.

If you have water in your taps but receive information that the water is contaminated, follow the advice provided by the municipality via radio and online.



## IF YOU HAVE NO TELEPHONE OR INTERNET

In a power cut, your landline telephone will work for 4–6 hours. The mobile phone network will work for 6–8 hours during a power cut.

**Do not phone the municipality to inform them if you or a relative have a security alarm.**

Depending on which alarm system you have, you should have been given information about what happens when there is no Internet connection.

## IF THERE IS A STORM

Try to stay indoors.

If a storm is underway, remove loose items outdoors to reduce the risk of damage/injury caused by items being blown around.

**Do not go out just to watch the storm.** Many "storm tourists" are injured every year.

If it snows, find out whether the roads are drivable before setting out. Listen to the radio or visit [www.trafikken.nu](http://www.trafikken.nu). Also, make sure that you are dressed appropriately in case you have to leave the vehicle and walk for a while.



## IN THE EVENT OF A MAJOR INCIDENT

If you hear the **VMA** warning siren, commonly known as "Hesa Fredrik" (long signal, short pause, long signal), **stay indoors**. Close doors, windows and vents and listen to the radio.

**Never travel to the scene of the incident.**

**Phone 113 13 for information**, read the municipality's website or social media and listen to the radio.

**Phone 112 if you are in direct danger.**



## IN THE EVENT OF A CARDIAC ARREST

If someone in your proximity collapses and you suspect a cardiac arrest, you can save a life.

Learn how to do this by taking a course or looking for information online. There are defibrillators in many locations in our municipalities. They are indicated by the symbol shown here.

### Anyone can use a defibrillator

The equipment talks you through what to do. The defibrillator analyses the person's heart rhythm and also determines whether or not a shock is needed. Don't be afraid of using a defibrillator – it won't allow you to get it wrong.

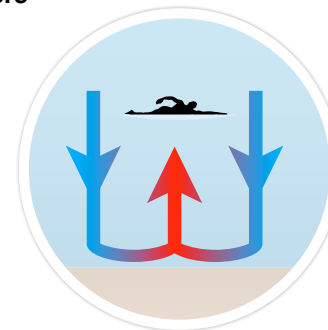


**It's important to act fast!** If cardiopulmonary rescue (CPR) and the defibrillator are applied within three to five minutes, 50–75% of patients survive. The chance of survival falls by 10% for every minute that passes.

## UNDERWATER CURRENTS

Underwater currents are common around the coastline of Skåne and particularly at Österlen. They arise when there is an onshore wind and the surface water is blown in towards the shore. When the water reaches the land, it takes the simplest route back; for example, where the seabed is loose. Hollows and furrows in the sand form where the underwater current flows. Anyone bathing in the water feels a pull around their legs. Sometimes the pull is so strong it is impossible to resist and the bather is carried away from the shore.

People drown every year due to underwater currents. **Avoid bathing when there is an onshore wind and high waves.** When bathing it is a good rule of thumb to always walk, rather than swim, when you enter the water. This enables you to detect any currents in plenty of time before you get too far out.



**Try not to walk in if you end up in a current.** The current is stronger on the seabed than on the surface so it's easier to swim in a current than walk.

If you do get caught in an underwater current, do not try to swim towards the shore. **Let the current carry you out a little way and then try to swim along the shore until you are out of the current.** Then it is easier to swim towards the shore again.



## WORKING TOGETHER

Simrishamn, Sjöbo, Tomelilla and Ystad municipalities deal with safety issues. We work together to make our residents' lives safer, and also to enable us to act in the best possible way if we are affected by a crisis.

We strive to prevent incidents. If, however, an incident does occur, we work to reduce the consequences. The municipalities therefore work with the police, rescue services, primary health care, hospitals and other important stakeholders. Collaboration is vital in improving safety and security in the area.

The municipalities' safety work involves risk management, collaboration, security, threat management and crisis planning. This work also aims to reduce the municipalities' vulnerability through various reserve arrangements for electricity, water and sanitation, and IT supply, for example.



## ESSENTIAL NOTES

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# ESSENTIAL PHONE NUMBERS IN A CRISIS

- **SOS Alarm emergency services:**..... 112
- **Police:**.....114 14
- **Info on incidents/crises:**..... 113 13
- **Rescue services (non-acute crises):**.....010-110 25 00
- **Simrishamn municipality:**.....0414-81 90 00
- **Sjöbo municipality:**.....0416-270 00
- **Tomelilla municipality:** .....0417-180 00
- **Ystad municipality:**.....0411-57 70 00
- **Information on poisons:**.....08-33 12 31
- **Medical advice:**..... 1177
- **SOS International:**.....0045 7010 50 50
- **Ystad hospital:**.....0411-99 50 00



This handbook is a collaboration between:

