



30-Day Emergency Preparedness Plan

Printable tracker for Malaysian families

Purpose

Use this worksheet to build your first month of practical emergency preparedness. The goal is not perfection. The goal is progress: water, food, communication, family planning, documents, medical readiness, and community connections.

How to Use This Tracker

Complete one small action each day. Tick the checkboxes as you go. If you miss a day, continue the next day. Malaysian family preparedness should be calm, gradual, and affordable.

Family Name	
Start Date	
Target Completion Date	
Primary Family Contact	
Backup Contact Outside Area	

30-Day Plan Summary

The plan is divided into four simple checkpoints. Each checkpoint builds one layer of household resilience.

Days 1-7 Week 1: Emergency Basics	Build your first 72-hour survival foundation.	Emergency contact list completed, Primary meeting point chosen, Backup meeting point chosen, Basic 72-hour kit started.
Days 8-14 Week 2: Expand Supplies	Build two weeks of food and water security.	Two-week water storage planned, Water containers dated, Two-week food buffer purchased, Food protected from pests.
Days 15-21 Week 3: Home Systems	Power, filtration, medical readiness, and documents.	Essential power list written, Backup power option selected, Water filter plan chosen, Documents copied.
Days 22-30 Week 4: Family & Community Plan	Communication, evacuation, neighbours, and long-term planning.	Communication plan written, Evacuation routes chosen, Family roles assigned, Neighbour contacted.

Core Principle

Preparedness is practical, not paranoid. Start with what you can afford. Build gradually. Review monthly. Involve your family.

Week 1: Emergency Basics

Days 1-7 - Build your first 72-hour survival foundation.

Weekly Goal

Build your first 72-hour survival foundation.

Daily Actions

1	Write down emergency contact numbers for family, neighbours, school, workplace, clinic, police, fire, and utility providers.	■
2	Choose one family meeting point near home and one backup meeting point outside your immediate area.	■
3	Gather basic water storage: at least 3 days of drinking water for each family member.	■
4	Add basic shelf-stable food: rice, instant noodles, canned food, biscuits, powdered milk, and familiar family foods.	■
5	Prepare basic lighting: torchlight, headlamp, spare batteries, power bank, and charging cables.	■
6	Place RM300-RM500 emergency cash at home in small notes and store it discreetly.	■
7	Discuss the plan with your family. Make sure everyone knows the meeting points and emergency contacts.	■

Checkpoint Checklist

■ Emergency contact list completed	■ Primary meeting point chosen
■ Backup meeting point chosen	■ Basic 72-hour kit started
■ Emergency cash stored	■ Family briefed

Week 2: Expand Supplies

Days 8-14 - Build two weeks of food and water security.

Weekly Goal

Build two weeks of food and water security.

Daily Actions

8	Buy or repurpose water containers suitable for Malaysian heat and humidity.	■
9	Fill and label water storage containers with the storage date.	■
10	Buy a two-week food buffer using foods your family already eats.	■
11	Pack dry goods into sealed containers to protect against ants, cockroaches, rats, moisture, and mould.	■
12	Add ORS packets, salt, sugar, tea/coffee, and comfort foods to support morale during disruption.	■
13	Check your first aid supplies and add basics: plasters, gauze, antiseptic, paracetamol, antihistamine, ORS.	■
14	Test your backup lighting and power banks. Recharge everything.	■

Checkpoint Checklist

■ Two-week water storage planned	■ Water containers dated
■ Two-week food buffer purchased	■ Food protected from pests
■ ORS/comfort items added	■ First aid expanded
■ Lighting tested	

Week 3: Home Systems

Days 15-21 - Power, filtration, medical readiness, and documents.

Weekly Goal

Power, filtration, medical readiness, and documents.

Daily Actions

15	List essential devices you want to power during an outage: phones, router, lights, fan, fridge, medical devices.	■
16	Estimate runtime needs and compare power banks, portable power stations, or solar generator options.	■
17	Choose a water filtration approach suitable for your home: gravity filter, countertop filter, outdoor filter, or boiling plan.	■
18	Scan or photograph important documents: IC/passport, insurance, property papers, medical records, prescriptions.	■
19	Store copies in a waterproof pouch and keep digital copies in secure cloud storage.	■
20	Build or update your home medical kit: fever, diarrhea, nausea, allergy, wound care, chronic medications.	■
21	Check expiry dates and write a simple restocking list.	■

Checkpoint Checklist

■ Essential power list written	■ Backup power option selected
■ Water filter plan chosen	■ Documents copied
■ Waterproof document pouch prepared	■ Medical kit improved
■ Expiry dates checked	

Week 4: Family & Community Plan

Days 22-30 - Communication, evacuation, neighbours, and long-term planning.

Weekly Goal

Communication, evacuation, neighbours, and long-term planning.

Daily Actions

22	Create a family communication plan: who contacts whom, check-in times, and SMS wording.	■
23	Write primary and backup evacuation routes from home, school, and workplace.	■
24	Assign family roles: driver/navigator, supplies, documents, children/elderly, communication.	■
25	Talk to at least one trusted neighbour about emergency contact exchange or mutual support.	■
26	Identify local resources: clinic, pharmacy, water refill point, hardware shop, petrol station, nearby safe area.	■
27	Review your car emergency kit or start a basic vehicle kit.	■
28	Plan the next 3 months: food storage, water storage, medical kit, power backup, financial buffer.	■
29	Practice a 15-minute home evacuation drill with your family.	■
30	Review progress, celebrate completion, and write your next priority list.	■

Checkpoint Checklist

■ Communication plan written	■ Evacuation routes chosen
■ Family roles assigned	■ Neighbour contacted
■ Local resources listed	■ Car kit reviewed
■ Next 3-month plan created	■ Evacuation drill done
■ Priority list written	

Household Preparedness Inventory

Use this page to record what you already have and what still needs to be purchased or improved.

Water

<input type="checkbox"/> Drinking water stored
<input type="checkbox"/> Water containers labelled
<input type="checkbox"/> Water filter chosen
<input type="checkbox"/> ORS packets stored
<input type="checkbox"/> Water rotation date set

Food

<input type="checkbox"/> Rice/dry staples stored
<input type="checkbox"/> Canned/protein items stored
<input type="checkbox"/> Comfort foods included
<input type="checkbox"/> Pest-proof containers used
<input type="checkbox"/> FIFO rotation started

Medical

<input type="checkbox"/> First aid kit checked
<input type="checkbox"/> Fever/pain meds stored
<input type="checkbox"/> ORS and diarrhea support stored
<input type="checkbox"/> Prescription meds listed
<input type="checkbox"/> Expiry dates recorded

Power & Light

<input type="checkbox"/> Power banks charged
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- | |
|---------------------------------|
| ■ Torch/headlamp tested |
| ■ Spare batteries stored |
| ■ Solar/power station plan made |
| ■ Charging cables packed |

Documents & Cash

- | |
|------------------------------------|
| ■ IDs copied |
| ■ Insurance/medical records copied |
| ■ Waterproof pouch prepared |
| ■ Emergency cash stored |
| ■ Backup contact list printed |

Family & Community

- | |
|-------------------------------|
| ■ Meeting points chosen |
| ■ Evacuation routes written |
| ■ Family roles assigned |
| ■ Neighbour contact exchanged |
| ■ Next 3-month plan written |

Budget and Shopping Tracker

Preparedness does not need to happen in one expensive purchase. Track spending and build gradually.

Water containers			
Water filter			
Food storage			
First aid / medication			
Lighting and batteries			
Power banks / backup power			
Document pouch			
Car kit			
Communication tools			
Other			

Budget Reminder

Start small. Even RM50-RM100 per week can build real resilience over time. Avoid panic buying. Buy useful items your family will actually use.

Monthly Review and Next Steps

At the end of 30 days, review what worked, what still feels weak, and what your next priorities should be.

What did we complete?

What still needs improvement?

What did we spend?

Which items need restocking?

What is our next 3-month priority?

Who in our community should we connect with next?

Completion Statement

We completed the first 30 days of family preparedness. We are not finished forever - but we are no longer starting from zero. Preparation is practical. Community is essential. Confidence begins with action.