



Closed POD Planning Kit

Signage Guidelines

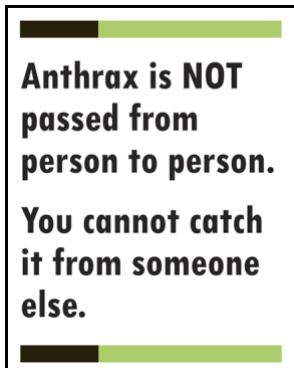
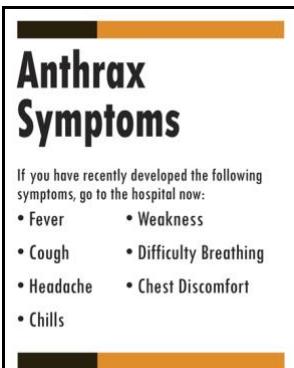
Signage – An Important Detail

- ✓ Complete signage is essential to help you direct crowd-flow in a Closed POD. Activation plans should allow adequate time and staff to assemble and place all signs before the Closed POD opens.
- ✓ The **Logistics Coordinator** is responsible for placing the signs and should be familiar with the signs and where they are to be placed.
- ✓ PDF files for the signs illustrated in the table below—already sized to the stated dimensions and ready to print—have been provided for you in a sub-folder of the Closed POD Planning Kit's **Closed POD Operations** folder.

Signage Suggestions

- ✓ Have white-boards and markers available for unforeseen signs, along with basic supplies such as scissors, sturdy tape, permanent markers and blank paper for making and hanging impromptu signs.
- ✓ Laminate signs with heavy laminate or mount them on foam core to make them stable and durable.
- ✓ Know ahead of time how you will display signs: using PVC pipe holders, metal holders, easels, etc., and be sure you have enough of these supplies.
- ✓ It is also advisable to stock zip ties for hanging some of the larger signs.

Text	Size	Sample Image
Medication Center (banner)	8' x 3'	A horizontal banner with a black top and bottom border. The word 'Medication' is in a black sans-serif font, and 'Center' is in a larger, bold, green sans-serif font.
Entrance	22" x 28"	A vertical rectangular sign with a black top and bottom border. The word 'Entrance' is at the top in a large, bold, black sans-serif font. Below it, the word 'Entrada' is in a smaller black font, followed by 'Войти' (B打死), 'Đi Vào' (打死), and '入口' (打死).

Text	Size	Sample Image																
No Entrance	28" x 22"	 <p>No Entrance</p> <p>No entrar Входа нет Không Được Vào 禁止進入</p> <p><small>Source: Russian, Vietnamese and Chinese</small></p>																
Medication Center <ul style="list-style-type: none"> ✓ Free medicine—large supply ✓ We are here to help ✓ Four simple steps 	22" x 28"	 <p>Medication Center</p> <ul style="list-style-type: none"> • Free medicine — large supply • We are here to help • Four simple steps 																
Anthrax Message <ul style="list-style-type: none"> ✓ Anthrax is not passed from person to person ✓ You cannot catch it from someone else 	22" x 28"	 <p>Anthrax is NOT passed from person to person.</p> <p>You cannot catch it from someone else.</p>																
Anthrax Symptoms <p>If you have recently developed the following symptoms, go to the hospital now:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Fever</td> <td style="width: 50%;">Weakness</td> </tr> <tr> <td>Cough</td> <td>Difficulty Breathing</td> </tr> <tr> <td>Headache</td> <td>Chest Discomfort</td> </tr> <tr> <td>Chills</td> <td></td> </tr> </table>	Fever	Weakness	Cough	Difficulty Breathing	Headache	Chest Discomfort	Chills		22" x 28"	 <p>Anthrax Symptoms</p> <p>If you have recently developed the following symptoms, go to the hospital now:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">• Fever</td> <td style="width: 50%;">• Weakness</td> </tr> <tr> <td>• Cough</td> <td>• Difficulty Breathing</td> </tr> <tr> <td>• Headache</td> <td>• Chest Discomfort</td> </tr> <tr> <td>• Chills</td> <td></td> </tr> </table>	• Fever	• Weakness	• Cough	• Difficulty Breathing	• Headache	• Chest Discomfort	• Chills	
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Text	Size	Sample Image
Four Simple Steps <ul style="list-style-type: none"> ✓ Fill Out Form ✓ Show Form ✓ Pick Up Medicine ✓ Turn In Form & Exit 	22" x 28"	 <p>Four Simple Steps</p> <ol style="list-style-type: none"> 1. Fill Out Form 2. Show Form 3. Pick Up Medicine 4. Turn In Form & Exit
Step 1: Fill Out Form	36" x 48"	 <p>Step 1: </p> <p>Fill Out Form</p> <p>Llene el formulario Заполните форму Điền Đơn 填寫表格</p>
Step 2: Show Form	36" x 48"	 <p>Step 2: </p> <p>Show Form</p> <p>Muestre el formulario Покажите форму Trình Đơn 顯示表格</p>
Please Wait	14" x 11"	 <p>Please Wait</p> <p>Por favor espere Просьба подождать Xin Vui Lòng Chờ 請等候</p>

Text	Size	Sample Image
Step 3: Pick Up Medicine	36" x 48"	 <p>Step 3: </p> <p>Pick Up Medicine</p> <p>Recoja el medicamento Получите лекарство Lãnh Thuốc 取藥</p>
Step 4: Turn In Form & Exit	36" x 48"	 <p>Step 4: </p> <p>Turn In Form & Exit</p> <p>Entregue el formulario y salga Верните форму и уходите Nộp Đơn & Đi Ra 遞交表格並退出</p>
Thank you for your cooperation <ul style="list-style-type: none"> ✓ Read and follow your medication handout. ✓ Regularly check for updates (radio, TV, newspaper, Internet). ✓ Call area hotlines for more information. 	22" x 28"	 <p>Thank you for your cooperation</p> <ul style="list-style-type: none"> • Read and follow your medication handout. • Regularly check for updates (radio, TV, newspapers, Internet). • Call area hotlines for more information.
Exit	28" x 22"	 <p>Exit</p> <p>Salida Đi Ra</p> <p>Уйти 出口</p>

Text	Size	Sample Image
No Exit	28" x 22"	 <p>No Exit</p> <p>No es una salida Нет выхода Không Phải Lối Ra 無出口</p>
Arrow	28" x 22"	 <p>A large yellow arrow pointing to the left, set against a black background.</p>
Any staff person wearing a vest can assist you.	28" x 22"	 <p>Any staff person wearing a vest can assist you.</p>
Break/Staging Room – Staff Only	28" x 22"	 <p>Break/Staging Room — Staff Only</p>