

EVACUATION CHECKLIST



Resource Tap Disaster Support Services

The following information is comprised of recommendations only. Emergency situations can be highly unpredictable making it impossible to create guidelines that fit every scenario. When in doubt, use your best judgement.

ALWAYS READY

- Opt-in to receive emergency alerts from your local jurisdiction.
- Ready to go - place a go-bag in car, home, and office; maintain at least a half tank of fuel in your vehicle.
- Know how to - open garage door manually & who can help you if need be.

RESOURCES

- Learn about disasters and home safety: gis-fema.hub.arcgis.com
- Weather information: weather.gov
- Go-Bag supply list and preparing those with special circumstances: ready.gov

WHEN TO STOP DOING THIS CHECKLIST AND EVACUATE

EVACUATE IF...

There is a fire or other hazard in your area and any of the following apply to you:

- You feel **unsafe** staying where you are and/or,
- You're directed to evacuate by local authorities

STRONGLY CONSIDER EVACUATING IF...

Your evacuation status is at a heightened alert as indicated by local authorities and any of the following apply to you:

- You intend to help others evacuate that may not be capable of moving quickly on their own, including small children and the elderly or,
- You intend to evacuate livestock and/or pets or,
- You do not have access to a vehicle or other readily available transportation or,
- There is any other reason you or loved ones may not be able to evacuate quickly

Evacuate: Relocate to a safe place outside of the affected area. Drive carefully. If it is safe to do so, continue to monitor the situation. Turn on your headlights. Follow traffic safety warnings and instructions from local authorities. Conditions can change rapidly. Make the best decision for your safety.

GET READY FOR AN EVACUATION

There are some actions that can be performed prior to an active evacuation. The following are some suggestions that you can do at any point to get yourself better prepared for evacuations. Please note that this is not a complete list; rather it provides some initial suggestions to help guide your efforts.

- Opt-in to receive emergency alerts from your local jurisdiction
- Have an emergency plan and go-kit ready with supplies for health, safety and identification.
- Enable Wireless Emergency Alerts (WEA) on your cell phone. Visit Ready.gov/alerts to learn more.
- Take a video or pictures of the inside and outside of your home for insurance purposes.
- Make an emergency plan with important phone numbers and put this plan into your go-kit.

WHAT TO DO DURING EVACUATION

- If you feel threatened, leave right away. Do not wait for an evacuation order.
- Stay informed. Check city, county and emergency service social media and websites. Check local news, TV and radio for updates. Watch Duty has fire information.
- Keep your cell phone and other important electronics charged.
- Locate an alternative place to stay such as with friends or family that live out of the area and/or call the American Red Cross at 1-800-733-2767 or visit RedCross.org. Call 211 or 1-866-698-6155 or visit 211info.org for local resources.
- Inform loved ones of your plans. Designate a safe meeting place and an out-of-area contact person that loved ones can get updates from.
- Pack important items and ready your home (see following pages for more information)
- Plan for animals. Locate your pets and keep them with you.
- Plan possible evacuation routes. Use TripCheck.com or call 511 for road closure information. If you are unable to drive, make other arrangements for transportation in advance.
- Check with your neighbors if you have time and can do so safely. Exchange information. Ask for help if you need it and offer help if you can give it.



WHAT TO PACK IF YOU CAN SAFELY DO SO

Monitor your property and the fire situation. If you feel threatened, leave right away. Do not wait for an evacuation order.

Critical

- | | | |
|---|---|--|
| <input type="checkbox"/> Nonperishable food | <input type="checkbox"/> Prescription medications | <input type="checkbox"/> Medical devices |
| <input type="checkbox"/> Plenty of water | <input type="checkbox"/> Glasses/contact lenses | |
| <input type="checkbox"/> Additional item(s) _____ | | |

Safety

- | | | |
|---|---|--|
| <input type="checkbox"/> Sanitation items | <input type="checkbox"/> Flashlight & batteries | <input type="checkbox"/> Eye protection |
| <input type="checkbox"/> First-aid kit | <input type="checkbox"/> Gloves | <input type="checkbox"/> N95 masks for smoke |
| <input type="checkbox"/> Additional item(s) _____ | | |

Communication

- | | | |
|---|---|---|
| <input type="checkbox"/> Phones | <input type="checkbox"/> Charging cords | <input type="checkbox"/> Hard drives and other backup storage |
| <input type="checkbox"/> Tablets | <input type="checkbox"/> Maps | |
| <input type="checkbox"/> Laptops | <input type="checkbox"/> AM/FM radio | |
| <input type="checkbox"/> Additional item(s) _____ | | |

Documentation

- | | | |
|--|--|---|
| <input type="checkbox"/> Driver's license/photo identification | <input type="checkbox"/> Mortgage deed or rental agreement | <input type="checkbox"/> Insurance policy |
| <input type="checkbox"/> Banking & financial records | <input type="checkbox"/> Birth certificate | <input type="checkbox"/> Medical records |
| | <input type="checkbox"/> Social security card | <input type="checkbox"/> Passport |
| <input type="checkbox"/> Additional item(s) _____ | | |

Personal

- | | | |
|---|---|-----------------------------------|
| <input type="checkbox"/> Debit and credit cards | <input type="checkbox"/> Cash-include small bills | <input type="checkbox"/> Clothing |
| <input type="checkbox"/> Additional item(s) _____ | | |

Basic Toiletries

- | | | |
|---|---|--|
| <input type="checkbox"/> Toothbrush & toothpaste | <input type="checkbox"/> Menstrual products | <input type="checkbox"/> Razors |
| <input type="checkbox"/> Toilet paper | <input type="checkbox"/> Hairbrush | <input type="checkbox"/> Shower supplies |
| <input type="checkbox"/> Additional item(s) _____ | | |

Camping Gear

- | | | |
|---|---|--|
| <input type="checkbox"/> Bedding | <input type="checkbox"/> Cooler | <input type="checkbox"/> Camping stove |
| <input type="checkbox"/> Dish soap | <input type="checkbox"/> Cups & bowls | <input type="checkbox"/> Tent(s) |
| <input type="checkbox"/> Pots & other cookware | <input type="checkbox"/> Sunscreen | |
| <input type="checkbox"/> Trash bags | <input type="checkbox"/> Fuel for camping stove | |
| <input type="checkbox"/> Additional item(s) _____ | | |

Irreplaceable Items

- Irreplaceable items such as children's favorite toy, photos, heirlooms, and keepsakes.
- Keys to vehicle, house, storage shed, safes etc.
- Additional item(s) _____

Baby Supplies

- | | | |
|---|--|---|
| <input type="checkbox"/> Stocked diaper bag | <input type="checkbox"/> Baby laundry basket with laundry | <input type="checkbox"/> Ice packs |
| <input type="checkbox"/> Diapers (at least one pack) | <input type="checkbox"/> Car seat | <input type="checkbox"/> Disposable nursing pads |
| <input type="checkbox"/> Baby wipes (at least two packs) | <input type="checkbox"/> Medication | <input type="checkbox"/> Nipple cream |
| <input type="checkbox"/> Baby powder/diaper rash cream | <input type="checkbox"/> Pediatrician information | <input type="checkbox"/> Manual pump |
| <input type="checkbox"/> Baby wash and lotion | <input type="checkbox"/> Bottled water | <input type="checkbox"/> Disposable cups |
| <input type="checkbox"/> Pacifiers (at least two) | <input type="checkbox"/> Baby food | <input type="checkbox"/> Milk bags |
| <input type="checkbox"/> Bulb syringe | <input type="checkbox"/> Ready to eat snacks | <input type="checkbox"/> Bottles |
| <input type="checkbox"/> Burp rags | <input type="checkbox"/> Teeth gel | <input type="checkbox"/> Food-grade safe container to mix formula (if needed) |
| <input type="checkbox"/> Gallon resealable bags | <input type="checkbox"/> Cooler or insulated bag | <input type="checkbox"/> Infant formula in single-serving cans or bottles |
| <input type="checkbox"/> Infant pain relievers (like Tylenol) | <input type="checkbox"/> 24 hours of breast milk (if able) | <input type="checkbox"/> Ready-to-feed formula |
| <input type="checkbox"/> Additional item(s) _____ | | |

Animals

- | | | |
|---|---|---|
| <input type="checkbox"/> Animal bedding | <input type="checkbox"/> Animal medication(s) | <input type="checkbox"/> Vaccine/medical records |
| <input type="checkbox"/> Carriers, cages, and other equipment needed to house animals | <input type="checkbox"/> Leashes, harnesses, and other equipment needed to guide/move animals | <input type="checkbox"/> Food and extra water for animals |
| <input type="checkbox"/> Additional item(s) _____ | | |

*Visit ready.gov for more information, including a full list of emergency supplies.



WHAT TO DO INSIDE YOUR HOME IF YOU CAN SAFELY DO SO

Monitor your property and the fire situation. If you feel threatened, leave right away. Do not wait for an evacuation order.

- Shut all windows and doors, including interior doors to each room.
- Close fireplace dampers and pet doors.
- Turn off any pilot lights.
- Remove flammable window coverings such as shades, curtains, shutters or blinds.
- Move flammable furniture to the center of a room, away from windows and doors.
- Leave interior lights on to make your home visible to firefighters in smoke or darkness.
- Turn off the air conditioning and close all vents to reduce airflow through the house.
- Leave your contact information on your dining table or other easy to spot location.
- Take a video or pictures of the inside and outside of your home for insurance purposes. This should include the inside of closets and drawers. Consider making a home inventory before an emergency.

WHAT TO DO OUTSIDE YOUR HOME IF YOU CAN SAFELY DO SO

Monitor your property and the fire situation. If you feel threatened, leave right away. Do not wait for an evacuation order.

- Keep your vehicle ready. Load your emergency supplies into the vehicle and make sure the gas tank is full. Carry your keys with you at all times. Back your vehicle into your parking space to leave quickly. Keep doors and windows shut and set the ventilation system to recycle air to keep smoke out.
- Gather flammable and combustible items and bring them inside or in the garage. This includes patio furniture, BBQ grills, children's toys, doormats, etc.
- Turn off propane tanks. Move propane appliances and gasoline cans away from structures if it is safe to do so.
- Do not shut off your natural gas. Utility companies can shut down systems when fire threatens an area. If your natural gas is shut off during a wildfire, do not turn it back on by yourself. Call your natural gas provider to restore your service.
- Leave exterior lights on to make your home visible to firefighters in smoke or darkness.
- Consider leaving gates open and/or unlocked to allow firefighters access.
- Help firefighters by placing a ladder at the corner of the house; leaving gates propped open; connecting garden hoses to outside water valves; and filling water buckets and placing them around the house. Turn off any running water including automatic sprinklers, as that can affect critical water pressure.
- Seal your attic and ground vents. Use plywood, duct tape, aluminum foil or commercial seals.

AFTER YOU EVACUATE

Do not return to the area until public safety officials announce the area is safe.

- Seek medical help if you are injured.
- Inform loved ones that you are safe.
- Continue to check for updates through local city, county and emergency service websites, social media, local news and radio.
- Visit [RedCross.org](https://www.redcross.org) for disaster assistance.