EVACUATION CHECKLIST

BEFORE EVACUATION

☐ Tune your portable AM/FM radio to KCBS 740 AM or KQED 88.5 FM for emergency information
☐ Secure your pet(s) in their carriers and gather necessary supplies (leashes, water, food, etc.)
☐ Gather essentials (emergency “Go-Bags”, vital documents, maps, valuables, water, food, etc.) and put them in an accessible location for quick access, such as by the front door
☐ Check on or call neighbors to alert them and offer to assist any with special needs
☐ Dress in long pants/long sleeves (cotton/denim or wool), sturdy boots, googles and sturdy gloves
☐ Carry car keys, wallet, ID, flashlight/headlamp, fully charged cell phone and spare battery
☐ If you can leave before an evacuation is ordered, do so. Communicate where you will go or a meet-up location to family members and your out-of-area emergency contact.

IF TIME ALLOWS

☐ Shut all house windows and doors and leave unlocked, turn indoor and outdoor lights on and turn off the HVAC system
☐ Remove combustible window curtains and move furniture away from windows
☐ Move combustible outdoor items (furniture, trash cans, etc.) to a garage or 30’ away from house
☐ Turn off your gas at the meter
☐ Move any extra vehicles off the street to give responders room
☐ Park your vehicle facing toward the street, with essential items inside and windows closed

Remain calm—panic is deadly!

DURING EVACUATION

☐ If police, fire or emergency personnel order you to evacuate, leave the area immediately!
☐ Take pets with you, do not leave them behind as you may not be able to return for days!
☐ Assist others as you are best able to, but don’t put yourself in additional danger doing so
☐ If evacuating by vehicle, take only one or better carpool in order to help reduce congestion
☐ In the car, turn on headlights, close windows, drive slowly and defensively and be observant
☐ Proceed downhill, away from the fire if possible — if trapped, you are better protected inside

AFTER EVACUATION

☐ Report in at your pre-selected assembly area or family meeting place if possible
☐ Notify your out-of-area contact and share your and your family’s location and status
☐ Make a list of those who evacuated safely and those who still might be in the danger area and give a copy of the list to police, fire or emergency personnel
GO-BAG CHECKLIST

Put these items in a backpack or other easy-to-carry bag such as a duffel bag with a shoulder strap. Keep your Go-Bag(s) in a quick-to-reach location such as an entry-hall closet or near a door in a garage. You could also keep them outside your home in a waterproof box or trash can with a lid. Make sure each bag has a tag with your name and address. **It is a good idea to also have emergency Go-Bags in all your vehicles and at work.**

- Battery-powered AM/FM radio, local station list, 2-way walkie-talkie radios, extra batteries
- LED flashlight and headlamp, extra batteries
- Chargers and power banks for cell phones
- N95 mask, bandana, goggles, gloves and hat
- Change of clothing
- Spare eyeglasses/contact lenses
- Prescription medications, personal supplies
- Toiletry and sanitation items
- Water, non-perishable energy bars and snacks
- First aid kit, whistle, knife, waterproof matches
- Roll of duct tape, emergency blanket
- Gas shut-off wrench/pliers to turn off gas valve
- Extra car and house keys, cash (small bills)
- Map marked with possible evacuation routes
- Paper, pencils, permanent marker

- Emergency phone list and contacts
- Copies of important documents such as identification/driver’s licenses for proof of residence, birth certificates, passports, insurance policies, prescriptions, family/pet photos, etc.
- ____________________________
- ____________________________

NOTES

OCP&R is a program of the Oakland Firesafe Council. Contact OCP&R for more information and assistance with evacuation and Go-Bag items.

Thanking Firesafe Marin for their contribution to this content. Version 1.1 3/3/20

OAKLAND COMMUNITY PREPAREDNESS & RESPONSE

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