



## 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, goggles 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 the vehicle or inside a building. Evacuate on foot only as a last resort.

### 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 recommended items in a backpack or other easy-to-carry bag such as a duffel or a sturdy shopping bag. Add other supplies as needed. Keep your Go-Bag(s) in a quick-to-reach location such as an entry-hall closet or near a door in a garage. Make sure they are labeled with your name and address. **It is a good idea to also have emergency Go-Bags in your vehicles and at work.**

- Battery-powered AM/FM/NOAA radio, local station list, 2-way radios, extra batteries
- LED headlamp and flashlight, extra batteries
- Chargers and power banks for cell phones
- Emergency phone list and contacts
- Map marked with possible evacuation routes
- Water, non-perishable energy bars and snacks
- N95 mask, bandanna, goggles, gloves and hat
- Spare eyeglasses/contact lenses
- Prescription medications, personal supplies
- Toiletry and sanitation items, trash bags
- 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 (in small bills)
- Paper, pencils, permanent marker
- Rain gear, change of clothing
- Copies of important documents such as IDs/driver's licenses for proof of residence, birth certificates, passports, insurance policies, prescriptions, family/pet photos, contact list, etc.
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## NOTES

## ADDITIONAL ITEMS TO TAKE (ONLY IF TIME TO GATHER AND SPACE ALLOW)

- One gallon of water per person per day for at least three days
- At least a three-day supply of non-perishable food, including for infants
- Pet supplies and food for three days
- Fire extinguisher (Type A-B-C)
- Family photos and irreplaceable items
- Easily carried valuables and small heirlooms
- Laptop or tablet, backup drives, chargers
- Cook stove, cookware, cups, utensils
- Sleeping bags and pads, blankets, tent
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Your Go-Bags and the additional items above can be stored in a large container inside or in a waterproof box or trash can with a lid outside your residence. This can then be your Stay-Box of supplies to get you through several days if you are sheltering-in-place and don't need to evacuate.

**OCP&R is a program of the Oakland Firesafe Council.**

Contact OCP&R for more information and assistance with evacuation and Go-Bag items.

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**OAKLAND COMMUNITY PREPAREDNESS & RESPONSE**

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