



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 bag with a shoulder strap. 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. You could also keep them outside your home in a waterproof box or trash can with a lid. Make sure each bag is labeled with your name and address. **It is a good idea to also have emergency Go-Bags in all your vehicles and at work.**

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| <input type="checkbox"/> Battery-powered AM/FM radio, local station list, 2-way walkie-talkie radios, extra batteries | <input type="checkbox"/> Change of clothing |
| <input type="checkbox"/> LED headlamp and flashlight, extra batteries | <input type="checkbox"/> Copies of important documents such as identification/driver's licenses for proof of residence, birth certificates, passports, insurance policies, prescriptions, family/pet photos, etc. |
| <input type="checkbox"/> Chargers and power banks for cell phones | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Emergency phone list and contacts | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Map marked with possible evacuation routes | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Water, non-perishable energy bars and snacks | <input type="checkbox"/> _____ |
| <input type="checkbox"/> N95 mask, bandanna, goggles, gloves and hat | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Spare eyeglasses/contact lenses | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Prescription medications, personal supplies | |
| <input type="checkbox"/> Toiletry and sanitation items | |
| <input type="checkbox"/> First aid kit, whistle, knife, waterproof matches | |
| <input type="checkbox"/> Roll of duct tape, emergency blanket | |
| <input type="checkbox"/> Gas shut-off wrench/pliers to turn off gas valve | |
| <input type="checkbox"/> Extra car and house keys, cash (small bills) | |
| <input type="checkbox"/> Paper, pencils, permanent marker | |

NOTES

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

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| <input type="checkbox"/> One gallon of water per person per day for at least three days | <input type="checkbox"/> Easily carried valuables and small heirlooms |
| <input type="checkbox"/> At least a three-day supply of non-perishable food, including for infants | <input type="checkbox"/> Laptop or tablet, chargers |
| <input type="checkbox"/> Pet supplies and food for three days | <input type="checkbox"/> Digital backup drives |
| <input type="checkbox"/> Fire extinguisher (Type A-B-C) | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Sleeping bags/blankets | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Family photos and irreplaceable items | <input type="checkbox"/> _____ |
| | <input type="checkbox"/> _____ |

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, Ready.gov and other sources for their contribution to this content. Version 1.3 8/19/20

OAKLAND COMMUNITY PREPAREDNESS & RESPONSE

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