

# WILDFIRE EVACUATION CHECKLIST

Learn more at [www.firesafemarin.org/preparedness/evacuation](http://www.firesafemarin.org/preparedness/evacuation)



If evacuation is anticipated and time allows, follow this checklist to give your family and home the best chance of survival. Complete the Family Communication Plan on the opposite side for each family member and keep in your "Go Kit(s)."

## EVACUATION NOTIFICATIONS & INFORMATION Register for Alert Marin and Nixle to receive evacuation and fire information notices!

### ALERT MARIN [www.alertmarin.org](http://www.alertmarin.org)

Used when **emergency action** is needed at a **specific address**: wildfires, imminent flooding, and evacuations with life safety implications, or other public safety incidents where lives may be at risk; critical information about evacuation routes, shelters, & transportation.

### NIXLE [www.nixle.com](http://www.nixle.com)

Used to provide **incident information** for a specific **zip code**: road closures, general updates, issues affecting larger areas; post-disaster information about shelters, transportation, or supplies; police activity and general public safety information.

### SOCIAL MEDIA, RADIO, TV

Used to provide less critical and low level frequent **updates** intended for larger populations: traffic updates, road closures, incident updates, and contact information; safety announcement, power outages, minor issues; disaster recovery resources.

## EVACUATION TERMINOLOGY *Evacuation notices will include these terms, with specific instructions in the message.*

**EVACUATION ORDER:** Leave now! Evacuate immediately, do not delay to gather valuables or prepare your home. Follow any directions given in the evacuation order.

**EVACUATION WARNING:** Evacuate as soon as possible. A short delay to gather your Go Kit and prepare your home may be OK. Leave if you feel unsafe or conditions change.

**SHELTER IN PLACE:** Stay in your current location or the safest nearby building or unburnable area. May be required when evacuation is impossible, too dangerous, or unnecessary.

## COMMUNICATIONS

- Ensure your cell phone is fully charged.
- Notify an out-of-area contact of your phone number, location and status. Update regularly.
- Leave a note with your contact info and out-of-area contact taped to refrigerator or inside a front window.
- Check on or call neighbors to alert them to prepare.

## ON YOUR PERSON

- Dress all family members in long sleeves and long pants; heavy cotton or wool is best, no matter how hot it is.
- Wear full coverage goggles, leather gloves, head protection.
- Cover faces with a dry cotton or wool bandanna or scarf over an N95 respirator.
- Carry a headlamp and flashlight (even during the day).
- Carry car keys, wallet, ID, cell phone, and spare battery.
- Drink plenty of water and stay hydrated.
- Put "Go Kit" (pg. 2) in your vehicle.

## INSIDE THE HOUSE

- Shut all windows and doors (interior too) and leave them *unlocked*.
- Remove combustible window shades and lightweight curtains; close metal shutters.
- Move furniture to the center of the room, away from windows.
- Leave indoor and outdoor lights on for firefighters.
- Shut off HVAC and ceiling fans.

## PETS & ANIMALS

- Locate your pets and place in carriers NOW. You won't be able to catch them when the fire approaches.
- Be sure your pets wear tags and are registered with microchips.
- Place carriers (with your pets in them) near the front door, with fresh water and extra food.
- Prepare horses and large animals for transport and consider moving them to a safe location early, before evacuation is ordered.

## OUTSIDE & IN NEIGHBORHOOD

- Place combustible outdoor items (patio furniture, toys, doormats, trash cans, etc.) in garage or move 30' from structures (optional: place in a pool).
- Shut off gas at the meter or propane tank; move small tanks at least 15' away from combustibles.
- Connect garden hoses to outside water valves or spigots for use by firefighters. Attach squeeze-grip nozzles if you have them.
- Fill water buckets and place around outside of house, especially near decks and fences.
- Don't leave sprinklers on or water running - they are ineffective and can reduce critical water pressure needed by firefighters.
- Hosing your roof down is dangerous and ineffective. Clean your gutters and blow leaves away from house instead (only if time allows).
- Back your car into driveway, loaded, with doors and windows closed.

- Unlock and prop open fence and side gates.
- Place ladder(s) at the corner(s) of structures for firefighters.
- Seal attic and ground vents with pre-cut plywood or metal covers (even duct tape will protect from ember entry) if time allows.
- Patrol your property and monitor conditions. Leave if spot fires ignite or conditions change.

## WHEN YOU LEAVE

- Leave immediately if ordered.
- Don't wait for an evacuation order if you feel unsafe or conditions change; leave early if unsure.
- Assist elderly or disabled neighbors.
- Carpool to reduce traffic.
- Take only essential vehicles with adequate fuel.
- In your car, turn on headlights, close windows, turn on inside air and AC, tune to local radio.
- Drive slowly and defensively; be observant.
- The best evacuation route is usually the one you know best. Take the fastest paved route to a valley floor, away from the fire if possible. Avoid fire roads.
- Evacuate on foot *only as a last resort*.
- You are better protected inside a vehicle or building.
- If roads are impassable or you are trapped: take shelter inside a car, building, or an open area; park in an *outside turn* if trapped on a hillside; stay far from vegetation; look for wide roads, parking lots, playing fields, etc.



SCHOOL, CHILDCARE, CAREGIVER, WORKPLACE

OUT-OF-AREA CONTACTS

NAME .....
ADDRESS .....
PHONE .....
EMAIL .....
WEB .....
EMERGENCY PLAN/PICKUP .....

NAME .....
ADDRESS .....
PHONE .....
EMAIL .....

NAME .....
ADDRESS .....
PHONE .....
EMAIL .....

Your Family's Name

Family Emergency Communications Plan

HOUSEHOLD INFORMATION

ADDRESS .....
PHONE .....
EMAIL .....
NAME .....
MOBILE .....
EMAIL .....
OTHER # or SOCIAL MEDIA .....

NAME .....
MOBILE .....
EMAIL .....
OTHER # or SOCIAL MEDIA .....

NAME .....
MOBILE .....
EMAIL .....
OTHER # or SOCIAL MEDIA .....

NAME .....
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NAME .....
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WEB .....
EMERGENCY PLAN/PICKUP .....

NAME .....
ADDRESS .....
PHONE .....
EMAIL .....
WEB .....
EMERGENCY PLAN/PICKUP .....

LOCAL CONTACTS

NAME .....
ADDRESS .....
PHONE .....
EMAIL .....

NAME .....
ADDRESS .....
PHONE .....
EMAIL .....

EMERGENCY MEETING LOCATIONS

LOCATION 1 .....
INSTRUCTIONS .....
LOCATION 2 .....
INSTRUCTIONS .....
LOCATION 3 .....
INSTRUCTIONS .....

IMPORTANT NUMBERS & INFORMATION

FIRE & MEDICAL EMERGENCIES IN MARIN 911 or 415-472-0911
POLICE, SHERIFF EMERGENCIES IN MARIN 911 or 415-472-0911
MARIN FIRE INFORMATION HOTLINE 415-473-7191
POISON CONTROL IN MARIN or CA 800-222-1222
SOCIAL MEDIA, FIRE INFO @marinsheriff, @marincountyfire
YOUR LOCAL AGENCIES (SOCIAL MEDIA) .....

LOCAL RADIO AM 740, AM 810, FM 106.9, FM 88.5;
West Marin: FM 90.5 Point Reyes, FM 89.9 Bolinas.

PHYSICIAN .....
PEDIATRICIAN .....
VETERINARIAN .....

INSURANCE

HOMEOWNER/RENTER POLICY .....
AUTO POLICY .....
MEDICAL POLICY 1 .....
MEDICAL POLICY 2 .....

WILDFIRE & EMERGENCY "GO KIT"

Put together an emergency supply kit in advance for each family member and keep it easily accessible. Plan to be away from your home for an extended period of time. Each person should have their own Go Kit. Store kits in backpacks.

- Bandana, N95 respirator, goggles, leather gloves, long shirt and pants (cotton or wool), boots, hat
Flashlight and headlamp with spare batteries
Extra car keys, credit cards, cash

- Map marked with two evacuation routes (if possible)
Prescription medications
Extra eyeglasses or contact lenses
First aid kit
Battery-powered radio and extra batteries
Copies of important docs (birth certificates, passports, insurance policies, etc.)
Pet food and water, leashes, pet supplies and medications

- Water bottles and food
Sanitation supplies
Change of clothing
Spare chargers for cell phones, laptops, etc.

Items to take only if time allows:

- Easily carried valuables
Family photos, small heirlooms, and other irreplaceable items
Personal computer data and digital information backups on hard drives and/or disks