

EVACUATION CHECKLIST – “TO GO” BAG

IMPORTANT DOCUMENTS: (locate in a container)

Documents: birth & marriage certificates, immigration papers, passports, military papers, insurance policies, loan & mortgage documents, stocks & bonds, house plans & floodplains.

Identification: Social Security, driver’s license, green card, medical, military IDs & correspondence. Address Book.

Records: medical, financial, tax, business, bank.

Insurance: home, agriculture, business, auto, medical, life.

Wills, trusts, checkbooks, cash, safe deposit key.

Important computer files downloaded to a flash drive, CD, or backed up remotely. Photo or video recording of interior & exterior of the home & written contents inventory.

WHAT TO PACK: (wallet, purse)

Cell phones, Ipods, computer items (laptop, flash drives, external data storage devices for PC, weekly hard drive backup); chargers & power cords for all electronics.

Medical devices & medication: eye glasses, sun glasses, contact lens, dentures, prescription medications, hearing aids & batteries, wheelchair, walker, crutches, canes, oxygen & carrier.

Children: toys, books, things to occupy them.

Your document case, family photos, cameras, safe deposit key.

Infants: diapers, formula, wipes, food, extra bottles, clothing.

Change of clothes: (3 days) warm jacket, work clothes, work gloves.

Pets: food, bowls, leashes, carrier, collars, ID, immunization records.

Toiletries: toothpaste & brushes, shampoo, soap, deodorant, sunscreen mirror, vitamins, razor, soap, towel, blanket.

Safety devices: flashlight, batteries, first aid kit, tool kit, battery operated radio, maps.

Water and snacks, three day supply.

(Adapted from Community Recovery Teams)

This document is intended to provide basic information and additional resources for personal planning.



DISASTER ASSISTANCE COMMITTEE

DISASTER PREPAREDNESS

GUIDELINES

ARE YOU PREPARED PERSONALLY?

BECOME INFORMED:

What are your community hazards?

(fire, earthquake, tsunami, hurricane, others?)

Define your Personal Disaster Plan

Assemble a Disaster Kit and “To Go” Bag (see back page)

Maintain your plan and kit. Review once a month.

Resources: www.noaa.gov

www.sdcounty.ca.gov/oes

Family Disaster Plan and Personal Survival Guide –print at:
<http://www.co.san-diego.ca.us/oes/docs/FamilyDisasterPlan.pdf>

HOME:

Identify all people and pets that might need to be evacuated.

Reduce home hazards: strap bookcases, tall furniture

Vegetation management : see “Living with Wildfire”

www.burninstitute.org/pdfs/BI-Wildfire-Guide09.pdf

Check smoke alarms and fire extinguishers. Check batteries.

Know the safest place in each room to ride out an earthquake.

Create a written plan: Prepare Disaster Kit and To Go Bags:

3 days of water and food, blankets, whistle, dust masks

Moist towelettes, toilet paper, garbage bags.

www.fema.gov www.redcross.org

www.fema.gov/areyouready

Utilities: locate shutoff valves for water and electricity.

Have a wrench or pliers to turn off gas —turn off only if you smell or hear a leak.

Create an evacuation plan.

Escape routes: 2 from each room, alternatives from neighborhood. Choose multiple destinations.

Keep hard soled shoes under your bed.

Have available: cash, extra glasses, house & car keys.

Review insurance: unitedpolicyholders.com

Maintain water, food, flashlight, current maps, radio.

“To Go Bag.” Check monthly. Rotate periodically.

FAMILY:

Meet with family members; review Disaster Kits & To Go Bags.

What are the plans for your children’s schools? your pets?

Decide where to meet: choose one location right outside your home and others outside your neighborhood.

Plan for those with disabilities and the elderly.

Include your babysitter and household help in the plan.

www.ready.gov (Homeland Security)

COMMUNICATION:

Create a family communication plan:

Include phone numbers. Take your address book. Identify a family member who is out of state/area with a contact number for all family members to call.

Reverse 911: if your phone is a land line (plugs into the wall) you are enrolled in the SD reverse 911 system. If your phone comes in through your cable (plugs into your cable box) you are NOT enrolled. You can enroll your cell phone or a cable based phone

through: www.readysandiego.org (Reverse 911 calls are voice activated and take 15-20 seconds before delivering the message.)

Have one phone that is a regular plug in-hard wired phone, not cordless.

PREPARATION FOR EVACUATION:

Identify items you want to take with you including sentimental items that are irreplaceable, jewelry and family photos.

Have a checklist posted for quick & easy reference.

www.readysandiego.org

IF DISASTER STRIKES:

Evacuate if told to — with your To Go Bag.

Wear protective clothing and sturdy shoes.

Use travel routes specified by local authorities!

www.fire.ca.gov (Ca Dept of Forestry)

www.oes.ca.gov (Governor’s Office Emergency Services)

At home: check for hazards.

Use flashlights. DO NOT light matches or use candles.

Call your out of town phone contact.

Check on neighbors, elderly, disabled.

Turn off major appliances. Keep frig/freezer closed.

If you are evacuated: do not return until told to.

Where to learn more:

Local area television and radio stations will provide information and evacuation warnings and notices. (e.g., 600 am, KOGO)

SD Info Line: dial 211. Web sites listed in this handout.

www.Presbyterysd.org