

Comprehensive Evacuation Checklist

Pre - Incident	Add Additional Items	
<u>Create People Go Bag – Keep current</u>		
Food and water for 72 hours		
Clothing		
Toiletries, medications, toilet paper		
Important papers and valuables		
First Aid Kit		
Radio and batteries		
2 Flashlights and batteries		
Cash		
Cell phone charger for car and wall		
Phone lists both in NM and outside NM		
Spare house and car keys		
Cotton blanket		
Maps		
Duct Tape		
Red Cross shelter is the meeting place		
<u>Create Animal Go Bag – Keep current</u>		
Animal crates for transport		
Food and water for 72 hours		
Medications		
Extra leash and collar		
Favorite blanket		
<u>Create Fire Box</u>		
Staple gun		
Hammer and nails		
Reflective window covering		
White sheet		
<u>Create Neighborhood Emergency Plan</u>		
Phone Tree		
Neighbor to neighbor evacuation plan for self and animals		
<u>Vehicles – during fire season</u>		
Always have tank no less than half full		
Have basic tools, shovel, jumper cables		

Comprehensive Evacuation Checklist

Wildfire in the Area – Be Prepared: doing this before evacuation creates less stress

Call 911		Add Additional Items	
Gather evacuation checklist and place one list in the car, make sure your car windows are closed, check gas, pack GO BAG, have the car facing out ready to go			
Contact family members and follow your plan			
Hook keys onto your pants			
Locate your pets and have nearby			
Prepare farm animals for transport			
Hook up trailer			
Close all doors, windows, fireplace flue, swamp-cooler and air conditioners off			
Cover sliding doors with fire resistant window coverings			
Move furniture away from windows			
Remove lawn furniture flammable material from deck away and from around the house			
Turn off gas to house and move BBQ propane unit away from structure			
Have tools and sprinkler/hose ready to go			
Connect garden hose and fill buckets around the house			
Place ladder outside for roof access			
Wet down house, roof ,and yard especially when you see live embers			
EVACUATION NOTIFICATION		Add Additional Items	
Sheriff's Department will call evacuation			
Turn on TV and Radio for specific instructions			
Follow direction of Sheriff's Dept.			
Expect heavy smoke			
Know your way out of the subdivision. Have at least two exit points from your neighborhood			
Crate and pack animals			
Call your phone lists if you have time			
Leave white sheet on door when you leave notifying firefighters that you have evacuated the area			

Comprehensive Evacuation Checklist

ON THE ROAD		Add Additional Items	
Stay Calm/ Drive slow and carefully			
Make sure to close vehicle vents and windows do not use air conditioners			
Register at Red Cross shelter			
NOTE		Add Additional Items	
Phones might be down cell and texting might work			
Electricity might be down			
Pumps to water might not work			
Ensure every family member knows they should contact “out of area” contact person to say how and where they are and what their plans are			
Arrange to call the contact person back at a specific time for check-in			
Each family member should have a copy of telephone numbers and evacuation plan			
Have 2 evacuation routes out of your neighborhood			
If you become trapped in your subdivision			
Park your vehicle in an area clear of vegetation - Know your community			
Call 911 and give location, # of people, cell phone #			
Practice evacuation plan with family and pets			