



THE EPISCOPAL CHURCH OF ST. MARTIN

640 Hawthorn Lane, Davis, California 95616

Phone (530) 756-0444

The Rev. Dr. Pamela Dolan, Rector

Three Step Process for Individual Evacuation Readiness

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I. Emergency Evacuation kit:

When you need to evacuate NOW. Also known as a “go kit”. Most of these items you can keep stashed together in your house or garage—in a container that is not too heavy and easily transportable. On the outside of the container attach a piece of paper that outlines other items to grab (see asterisk * for items you may not be able to keep in long-term storage) that are not in the box (eg: dentures, hard drive) None of these items go bad, so you can store them for a long time. Do the best you can with the list and we hope it is helpful. Finally, please go to Alert.gov and sign up to receive emergency notifications for your area.

- Radio – Make sure it is battery-powered or a hand-crank radio.
- Cell phone and charging cords*
- List of emergency contacts
- Keys – Spare keys for your home and vehicle*
- Flashlight
- Extra batteries (replace once a year if you can remember to do it!)*
- Whistle – If necessary, use this to signal for help.
- A list of all family members and their contact information plus other person contacts
- A list of all prescribed medications for all family members (include prescription number and where to buy them)
- A week’s supply of prescription medication* and glasses – Possible things to include: insulin, hearing aid and extra batteries, denture needs, contact lens solution, etc., as well as a list of medicines you take regularly and/or pertinent medical information
- Manual can opener
- First aid kit – Consider including a first aid book as well.
- Local maps – Disasters can be very disorienting, and local landmarks may be destroyed.

- Charged cell phone battery* – Have an extra battery or external battery pack on-hand in case you don't have electricity to charge your cell phone.
- Food: snack bars, nuts, canned beans or other canned items the family will eat.
- Travel toothbrush, toothpaste and toiletries
- Special needs – such as infant formula, diapers or pet food.
- Important documents –Copy and put in sealed plastic bag to include:
 - copies of homeowners, car and life insurance policies,
 - medical coverage cards
 - property ownership records
 - wills, trusts, powers of attorney, attorney name and phone number
 - drivers licenses
 - social security cards
 - diplomas
 - military documents
 - adoption papers
 - children and pet vaccination records
 - birth, marriage or divorce certificates
 - key to safety deposit box
 - identification cards
 - passports
 - online passwords
 - contact information for someone outside of your area
 - and bank account records.
 - Consider also keeping an electronic copy offsite or “in the cloud”.
- Fire extinguisher –if you have room
- Laptop computers*
- CPU from computer*
- Paper and pen , pencils
- Matches
- Several ziploc bags of various sizes
- Cash in small denominations: include about \$100 per person in cash*?

II. When you need to evacuate in 5-6 hours:

- Grab the go-bag above
- Basic tools – Screwdriver, utility knife, wrench, pliers Duct tape
- Rain gear
- Sanitation supplies – This includes trash bags, paper towels, moist towelettes, hand sanitizer, toilet paper, menstrual supplies and personal hygiene items.

- Blankets – A blanket or sleeping bag for each person. Consider having more blankets if you live in a cold climate.
- Food Kit Contents The food kit doesn't need to be something separate from your regular food shopping. Just be sure you always have enough food for three days in your pantry.
- Change of clothing – This should include a long-sleeve shirt, pants and sturdy shoes. Consider more layers if you live in a cold climate.
- Photos—those which are very important to you. Include recent photo of all persons in household
- Check personal safe and remove items to take with you
- Water—one gallon of water per day per person
- Toothbrush and toothpaste. Other toiletry items (shampoo, towel, deodorant)
- One roll toilet paper and tissues

III. When you have a disaster in your surrounding area and want to be ready to evacuate:

- Grab the go bag, and the items listed above
- Have a meeting plan in case you get separated (indoor, outdoor and out of neighborhood)
- Make a wallet card with pertinent contact info and emergency plan info
- Entertainment – This could include things like cards, books and games.
- Family heritage items, scrapbooks
- Work gloves
- Household cleaner/bleach
- Heavy duty plastic bags
- Permanent marker pens
- Plan to leave doors unlocked if you have to evacuate—so firefighters and law enforcement can get in your home
- Learn how to shut off water, power and gas in your home
- Back up computer files on cloud or external hard drive
- Plastic eating utensils and paper plates