

CHIEF AND COUNCIL – EVACUATION ORDER

- Ensure personal safety and safety of your family
- Confirm with the Executive Director of Finance and the community Emergency Program Coordinator (EPC) there is a threat that warrants an evacuation order for some or all of the community
 - Confirm the nature and consequences of the event or threat
 - Determine area(s) to be evacuated
 - Estimated numbers of community members, and structures at threat
 - Evacuation route(s)
 - Consider areas of the community under potential threat and time required for actual evacuation, including any community members with special medical and/or transportation needs
 - Consider the recommendations from other response and support agencies and subject matter experts
 - The **Tk'emlúps Emergency Plan** has been activated
 - EOC has been activated, and that it is located in a safe location that will not be compromised by the event or threat
 - Confirm activation level (1, 2 or 3)
 - The **Tk'emlúps Evacuation Plan** has been activated
 - Consider evacuation decision triggers as identified in the **Tk'emlúps Evacuation Plan Section 11.0**
 - The need for a Band Council Resolution, if yes – see the **BCR Checklist** in **Tk'emlúps EM Plan**
 - ESS support has been activated and identify their requirements
 - Location of ESS Reception Centre(s)
 - Host communities and Reception Centre locations are at the ready
 - Additional support has been requested from other communities, agencies and EMCR as required
 - The appropriate agencies are involved in the evacuation operations and support
 - Any gaps in support identified that may cause challenges
- Confirm with the Executive Director of Finance, EPC and Information Officer who will be the primary community spokesperson
 - Designated spokesperson to reference the **Community Spokesperson Evacuation Alert and Order Checklist**
- Sign Band Council Resolution if required
- Sign Evacuation Order
- Identify a representative of Community Leadership that can act as Liaison for the community members at the reception centre if it is in another community
- Participate in any evacuation preparedness planning and support activities as required
- Review the **Tk'emlúps Business Continuity Plan** with the Executive Director of Finance