EVACUATION PLAN NOTES

(See studioprotector.org, fema.org, osha.gov, and redcross.org for more info on evacuation plans)

Nearby Meeting Place (after fire, tornado, or other localized disaster to account for all personnel)

_______________________________________________________

Preferred Evacuation Locations (in order of distance or preference). Follow recommended evacuation routes.

1. _______________________________________________________
2. _______________________________________________________
3. _______________________________________________________

Transportation arrangements (if you do not own a car):

_______________________________________________________

Place to meet family (and employees’ families if you cannot go home):

_______________________________________________________
_______________________________________________________
_______________________________________________________

EVACUATION: THINGS TO TAKE

____ Full tank of gas
____ Checkbook, cash, credit cards
____ Driver’s license, identification
____ Flashlight, radio, extra batteries
____ First aid kit
____ Water (at least 1 gal. per person)
____ Foods that do not need refrigeration
____ Maps
____ Eyeglasses, medical equip., drugs (see DISABILITIES)
____ Sketchbook, camera, musical instrument, art materials
____ Special or critical tools (if you have space)

_______________________________________________________
_______________________________________________________
_______________________________________________________

Use back cover for more items or notes.