EVACUATION OPERATIONAL GUIDE

FOR FIRST NATIONS AND LOCAL AUTHORITIES IN BRITISH COLUMBIA

A guide to managing evacuations during emergency response

2nd edition, 4 July, 2019

AMENDMENT RECORD

Version #	Release Date	Description
1	2009	Original document with templates
2	July 4, 2019	Fully revised document with templates

EVACUATION QUICK-REFERENCE GUIDES

The quick-reference guides on the following pages provide a simplified reference tool for Emergency Operation Centres (EOC) or designated community contacts (CC) to follow when issuing an Evacuation Alert, Order, or Rescind. For a glossary of all acronyms used in this guide, refer to Appendix A.

A NOTE ABOUT FIRST NATIONS' USE OF SOLE, EVAUCATION ALERT, ORDER, RESCIND TEMPLATES

Based on engagement with various First Nations communities and agencies across BC, and with Indigenous Services Canada (ISC), the Province now recommends declaring a State of Local Emergency (SOLE); and issuing Evacuation Alerts, Orders, and Rescinds for both First Nations communities on reserve as well as Local Authorities. It has been a common practice for First Nations to utilize Band Council Resolutions (BCR) for these purposes, and they are welcome to continue to do so, should they choose.

While it is not a mandatory process for non-treaty First Nations to declare a SOLE; or to issue Evacuation Alerts, Orders and Rescinds as recommended within this guide, choosing to do so will allow for one simple process for all communities with the intention of reducing communication barriers .

If it is not possible to declare a SOLE; or to utilize the Evacuation Alert, Order and Rescind templates, EMBC will accept any form of communication from appropriately authorized Band personnel; however, for clarity within this guide, reference will only be given to the use of SOLES; and Evacuation Alerts, Orders, and Rescinds

ISSUING AN EVACUATION ALERT

1. The EOC/CC, in consultation with the hazard Incident Commander and available hazard-specific subject matter experts including Traditional Indigenous Knowledge Keepers and technical specialists, makes a determination that an Evacuation Alert (Alert) is required
2. Notify the policy group (e.g. council/board/band council) and first responder agencies
3. Request assistance to perform Evacuation Alert notifications (e.g. from first responders or other identified groups such as Ground Search and Rescue) (Section 8.0)
4. Based on advice, map the geographic boundaries for the Alert. Identify the Alert area using civic addresses, street names, IR#, or any combination that works for your community (contact your EMBC PREOC (Appendix N) if mapping support is needed) (Section 7.4)
5. Complete an Evacuation Alert template (Appendix E)
6. Notify the impacted area of the Alert (e.g. through social and traditional media, door-to-door, public notification systems, etc.) (Section 8.0)
7. Email a copy of the Alert to your EMBC PREOC (Appendix N)
8. Once the Alert is in place, consider evacuating vulnerable populations (Section 6.1) and recommending livestock relocation (Section 6.2)

   Note: Evacuation Alerts do not require a declaration of a State of Local Emergency (SOLE)

   Refer to the Evacuation Alert section (Section 6.0) of this guide for more information

For advice and assistance with an evacuation, contact EMBC's 24/7 Emergency Coordination Centre at 1-800-663-3456 and request to speak with the Regional Duty Manager for your region, or PREOC, if activated.

ISSUING AN EVACUATION ORDER

1. The EOC/CC, in consultation with the hazard Incident Commander and available hazard-specific subject matter experts including Traditional Indigenous Knowledge Keepers and technical specialists, makes a determination that an Evacuation Order (Order) is required
2. Notify the policy group (e.g. council/board/band council) and first responder agencies
3. Request assistance to perform Evacuation notifications (e.g. from first responders or other identified groups such as Ground Search and Rescue) (Section 8.0)
4. Based on advice, map the geographic boundaries for the Order. Identify the Order area using civic addresses, street names, IR#, or any combination that works for your community (contact your EMBC PREOC (Appendix N) if mapping support is needed) (Section 7.4)
5. Declare a State of Local Emergency (SOLE) (Appendix D), publish online and notify the public
6. Complete an Evacuation Order template (Appendix F)
7. Notify the impacted area of the Order (e.g. through social and traditional media, door-to-door, automatic notification systems, etc.) (Section 8.0)
8. Email a copy of the SOLE and Order to your EMBC PREOC (Appendix N)
9. Consider how to best support evacuees using Emergency Support Services (ESS) (Section 7.5) either within the affected community or a host community (Section 7.6)

 Refer to the Evacuation Order section (Section 7.0) of this guide for more information

ISSUING AN EVACUATION RESCIND

1. The EOC/CC, in consultation with the hazard Incident Commander and available hazard-specific subject matter experts including Traditional Indigenous Knowledge Keepers and technical specialists, makes the determination that an Evacuation Rescind (Rescind) is required
2. Notify the policy group (e.g. council/board/band council) and first responder agencies
3. Coordinate early re-entry for community support agencies (e.g. health agencies, school districts, critical infrastructure agencies, etc.) prior to Rescind in preparation for returning evacuees
4. Consider allowing residents who may have lost homes or property early access into the evacuated area
5. Complete an Evacuation Rescind template (Appendix G)
6. Notify evacuated residents of Rescind (e.g. through social and traditional media, automatic notification systems, announcements at ESS Reception Centres and Group Lodging facilities)
7. Email a copy of the Rescind to your EMBC PREOC (Appendix N)

   Refer to the Evacuation Rescind section (Section 9.0) of this guide for more information

TABLE OF CONTENTS

For advice and assistance with an evacuation, contact EMBC's 24/7 Emergency Coordination Centre at 1-800-663-3456 and request to speak with the Regional Duty Manager for your region, or PREOC, if activated.

1.0 INTRODUCTION

1.1 WHO IS THIS GUIDE FOR?

This guide is for First Nations and Local Authorities that need to consider evacuating all or part of their community to protect life and safety. It is intended for Emergency Operations Centres (EOC), if one is activated; or, otherwise, a designated community contact (CC), and assumes the audience has an understanding of the BC Emergency Management System (BCEMS), the Incident Command System (ICS) and EOC procedures. While the focus of this guide is on community-directed strategic evacuations (Section 5.0), some general information is provided on tactical evacuations (Section 4.0) and shelter-in-place/shelter-in-community protective actions (Section 3.0).

1.2 ABOUT THIS GUIDE

This guide was developed through collaboration at the federal and provincial level, with guidance, feedback, and considerations provided by First Nations and Local Authorities throughout BC. Intended for use during the response phase of an emergency, this guide provides advice, information, considerations, and templates for all stages of an evacuation. The recommendations provided are not prescriptive. Each First Nation and Local Authority will need to implement a process that works best for them.

> **If assistance is needed, contact EMBC's 24/7 Emergency Coordination Centre (ECC) at 1-800-663-3456 to be connected with a Regional Duty Manager (RDM) or Provincial Regional Emergency Operations Centre (PREOC) for support.**

While First Nations and Local Authorities are responsible for managing evacuations of their communities, there are multiple levels of government, non-governmental organizations (NGOs), and agencies ready to support through all stages of an evacuation. A summary of the roles and responsibilities of local, provincial, and federal governments, and responding organizations during evacuations is provided in Appendix C.

1.3 FINANCIAL REIMBURSEMENTS

Emergency Management BC (EMBC) can provide financial reimbursement to First Nations and Local Authorities for eligible expenses related to evacuations. Financial reimbursements are provided when a First Nation or Local Authority submits an EOC Expenditure Authorization Form for an eligible expense, and it is

Resources: Refer to Appendix M for a list and URL of all resources noted in this guideline.

approved by EMBC. Proactive and consistent communications with EMBC will help determine what evacuation response expenditures may be eligible for reimbursement. To facilitate these discussions call EMBC's ECC at 1-800-663-3456 and ask to speak with your PREOC or the EMBC Regional Duty Manager. Refer to the Financial Assistance for Emergency Response and Recovery Costs guidelines on EMBC's website for more information on eligible response expenses.

2.0 AUTHORITIES AND LEGISLATION

2.1 LEGISLATION FOR STRATEGIC EVACUATIONS

The legal authority for Local Authorities to order an evacuation is mandated within the *Emergency Program Act* (EPA) (1993) Section 12(1). Under this statute, the head of the Local Authority is permitted to declare a SOLE giving access to the emergency power to: "*cause the evacuation of persons and the removal of livestock, animals and personal property that is or may be affected by an emergency or disaster and make arrangements for the adequate care and protection of those persons, livestock, animals and personal property*"

Local Authorities are also required under Section 2 (3) (f) of the *Local Authority Emergency Management Regulation* to: "*coordinate the provision of food, clothing, shelter, transportation and medical services to victims of emergencies and disasters, whether that provision is made from within or outside of the local authority*"

In general, Treaty First Nations may act as a Local Authority under the *Emergency Program Act*, pursuant to the provisions of their respective final agreements.

2.2 LEGISLATION FOR TACTICAL EVACUATIONS

The legal authority to order a tactical evacuation rests with a number of statutes depending on the type of hazard causing the evacuation. Refer to Appendix L for a list of statutes under which specific authorities can order a tactical evacuation.

2.3 LEGISLATION FOR NON-TREATY FIRST NATIONS

First Nations Chief and Council are the recognized governments for their jurisdictions, and are empowered to implement emergency orders, including Evacuation Alerts, Orders, and Rescinds. The *Emergency Program Act* does not specifically provide for the declaration of a SOLE on First Nation reserve lands. Nevertheless, it is recommended that First Nations communities follow the recommendations for managing evacuations found in this guide.

2.4 STATES OF LOCAL EMERGENCY

Local Authorities are required to issue a State of Local Emergency (SOLE) in order to access the authority to perform an evacuation. Boundaries of the SOLE must cover all areas under evacuation. SOLEs expire after seven days.

If it is required to leave the Evacuation Order in place past the seven days, Local Authorities must request an extension approval from the Minister of Public Safety and Solicitor General (PSSG) through EMBC three days prior to the SOLE expiration.

Should the SOLE expire prior to receiving an extension approval, the Local Authority will have none of the emergency powers associated with the SOLE under the EPA. Extension requests are facilitated through your PREOC or Regional Duty Manager (RDM).

It is not a requirement for non-treaty First Nations to declare a SOLE; however, it is a recommended best practice. A SOLE clearly communicates the seriousness of an emergency to EMBC and Indigenous Services Canada (ISC). First Nations governments who choose to declare a SOLE do not need to submit a request for a SOLE extension approval; Chief and Council determine the duration during which an emergency exists.

FIRST NATIONS' DECLARATION OF A STATE OF LOCAL EMERGENCY
Based on engagement with various First Nations communities and agencies across BC and with Indigenous Services Canada (ISC), the Province now recommends use of the SOLE for both First Nations communities on reserve as well as Local Authorities. EMBC recommends that First Nations declare a SOLE using the template in Appendix D. Communities currently using a Band Council Resolution (BCR) for this process can consider including the SOLE template in the BCR, or using the SOLE template on its own.

While it is not a mandatory process for non-treaty First Nations to declare a SOLE, choosing to do so will allow for one simple process for all communities with the intention of reducing communication barriers and improving relationships among all partners.

The SOLE is used to communicate the seriousness of an emergency to EMBC and ISC. If it is not possible to declare a SOLE, EMBC will accept any form of communication from appropriately authorized Band personnel indicating that a state of emergency exists.

A template for declaring a SOLE is located in Appendix D. For more information on issuing and managing SOLES, refer to the *Declaring a State of Local Emergency in British Columbia* guideline found on EMBC's website.

3.0 SHELTER-IN-PLACE

Communities should always consider shelter-in-place as the first/default option for protecting individuals from a threat, if it is safe to do so. Following a shelter-in-place protocol rather than having individuals evacuate helps communities to reduce costs, resource requirements, and the negative physio-social and spiritual impacts of evacuations. Shelter-in-place actions can improve response effectiveness and help promote a quick community recovery. Sample shelter-in-place instructions are provided in Appendix K.

Sheltering-in-place orders are generally issued to provide protection in response to hazards such as:
- ✓ chemical, biological, or radiological contaminants, released accidentally or intentionally
- ✓ volcanic eruptions
- ✓ police incidents and public disturbances
- ✓ severe windstorms

Shelter-in-place:	
IS: ✓	**IS NOT:** ✗
• directing individuals to: stay within the building they are currently in or to immediately find refuge in the closest safe building; select a small, interior room with few or no windows; and take refuge there until the threat has passed • an official recommended protective measure from the authority having jurisdiction, when determined to be the safest course of action	• directing individuals to a particular shelter • to be confused with a community deciding not to evacuate after receiving a recommendation to evacuate from the hazard Incident Commander • to be confused with an individual deciding not to evacuate after an Evacuation Order has been issued and direction has been given to leave the area

Some limitations and considerations that may influence a decision to shelter-in-place as the best protective action include:
- ☐ Offers a limited level of protection
- ☐ Not suitable for all hazards (e.g. fires) or long-term responses
- ☐ Assumes that individual's "shelter" is stable and provides protection from the hazard
- ☐ Assumes that critical infrastructure is not impacted (e.g. life-supporting utilities)
- ☐ Relies on personal preparedness and sufficient emergency supplies being available in the "shelter"
- ☐ Regular communications and information to the public is extremely important
- ☐ Highly stressful for those relatives and friends that are outside the impacted area

3.1 SHELTER-IN-COMMUNITY

There may be times when no evacuations or protective actions such as shelter-in-place are necessary, yet residents require community services to help them through a difficult time; this is referred to here as "shelter-in-community". Some examples of this include warming centres during storms or prolonged power outages, or cleaner air shelters for wildfire smoke relief.

Note: It is not recommended to evacuate community members for wildfire smoke. Evidence shows no benefit for this and it can lead to increased health risks. Instead, advise residents to stay indoors, and consider establishing a cleaner air shelter.

Shelter-in-community decisions should be made in consultation with First Nations Health Authority (FNHA) for First Nations communities and with Health Emergency Management BC (HEMBC) for Local Authorities.

Upon request, EMBC may provide reimbursement for some eligible costs for these community response actions. It is recommended to contact EMBC prior to activation to determine what expenditures will be eligible for reimbursement, and to receive a task number.

4.0 TACTICAL EVACUATION

A tactical evacuation is an evacuation resulting from a hazard impact that requires immediate action and allows for little warning or preparation. The hazard Incident Commander (IC) or any authorized first responder (e.g. community firefighter or police) at the scene of the event can order the tactical evacuation of persons with no formal documentation. Hazardous material accidents/incidents, fires, and flooding are all examples of events that may require a tactical evacuation.

Once safe to do so, it is important to contact EMBC through the ECC to report the tactical evacuation, and if necessary, follow up with formal documentation. While no State of Local Emergency (SOLE) is required for a tactical evacuation to take place, a formal Evacuation Order and SOLE for the area involved should be issued if residents need to remain out of the area for a prolonged period.

When tactically evacuating residents, it is important to provide as much basic information as possible. It is also vital to confirm whether or not residents are able to evacuate themselves, and to provide the necessary transportation should they not be able to do so.

TACTICAL EVACUATIONS
- ✓ Decision is made at site-level to evacuate properties in order to protect life and safety, due to an immediate hazard
- ✓ Tell evacuees why they are being evacuated, where to go (e.g. Reception Centre, Community Centre; or to friends and family) and how they can receive information updates (e.g. phone number, social media platform, etc.)
- ✓ Make sure every person is able to evacuate themselves; provide assistance to vulnerable individuals
- ✓ For Local Authorities, a State of Local Emergency (SOLE) is not required to effect a tactical evacuation; however, if the population is going to be evacuated for an extended or undetermined length of time, a SOLE and Evacuation Order are required to maintain the evacuation. It is recommended that First Nations follow the same process

---

5.0 STRATEGIC EVACUATION

Strategic evacuations are evacuations that allow time for formal documentation to be issued. When performing a strategic evacuation, it is encouraged to follow a three stage evacuation process: Evacuation Alert (Section 6.0), Evacuation Order (Section 7.0), and Evacuation Rescind (Section 9.0). Usually, a community will issue strategic Evacuation Alerts and Orders through the EOC/CC, with sign-off from the Chief, Chair, or Mayor as applicable. Appendix B provides a high-level checklist for strategic evacuations.

Step 1: EVACUATION ALERT → **Step 2:** EVACUATION ORDER → **Step 3:** EVACUATION RESCIND

First Nations and Local Authorities have the legal authority and the responsibility to issue Evacuation Alerts, Orders, and Rescinds for areas within their jurisdiction in response to an emergency event. It is recommended to engage hazard-specific subject matter experts including Traditional Indigenous Knowledge Keepers and technical specialists to inform these decisions.

RECOMMENDATION FOR EVACUATION ALERT, ORDER, RESCIND

The Incident Commander (IC) for the emergency event will communicate directly with each First Nation and Local Authority regarding the status and considerations of how the event may impact their respective jurisdiction. Generally, the IC for the emergency will provide recommendations for Evacuation Alerts, Orders, and/or Rescinds to the Local Authority or First Nation and assist in determining the specifics of the recommendation including the geographic area of the Alert, Order, and Rescind, and the recommended evacuation route. However, in some cases it may be a Traditional Indigenous Knowledge (TIK) Keeper making these recommendations. TIK Keepers are subject matter experts whose ancestral knowledge spans centuries, including details of past emergencies that pre-date formal documentation. TIK Keepers provide a holistic context to an event by bringing forward practices that have emerged over time to promote harmony within their territory, along with a deep understanding of the interdependency of the human and natural elements on the land.

While the First Nation or Local Authority retains the decision making authority to accept or reject the recommendations of a hazard IC, EMBC strongly encourages that IC recommendations are followed. The IC is a reliable source for recommending response actions, including evacuations. First Nations and Local Authorities may occasionally need to request/contract a subject matter expert. If the community does not already have access to a subject matter expert, EMBC can help communities to identify and connect with one. The cost for a contracted subject matter expert may be considered an eligible expense for reimbursement.

6.0 EVACUATION ALERT

An Evacuation Alert (Alert) advises the affected population of a potential or current threat which may lead to an Evacuation Order. During the Alert stage, residents should prepare for a potential evacuation by gathering the personal supplies and belongings required for a minimum of three days.

> **Preparedness Tip:** During the Alert stage, the Local Authority or First Nation should also prepare for a potential Evacuation Order by reviewing their Evacuation Plan and working through the considerations provided in Section 7.0 of this guide.

ISSUING AN EVACUATION ALERT

1. The EOC/CC, in consultation with the Incident Commander and available hazard-specific subject matter experts including Traditional Indigenous Knowledge Keepers and technical specialists, makes a determination that an Evacuation Alert (Alert) is required
2. Notify the policy group (e.g. council/board/band council) and first responder agencies
3. Request assistance to perform Evacuation Alert notification (e.g. from first responders or other identified groups such as Ground Search and Rescue) (Section 8.0)
4. Based on advice, map the geographic boundaries for the Alert. Identify the Alert area using civic addresses, street names, IR#, or any combination that works for your community (contact your EMBC PREOC (Appendix N) if mapping support is needed) (Section 7.4)
5. Complete an Evacuation Alert template (Appendix E), including the following information:
   o The issuing authority (e.g. Local Authority or First Nation)
   o The reason for the Alert with a description of the hazard
   o The areas under Alert with as much detail as possible, including a map of the Alert area, IR#, the use of street and highway names with geographic references (e.g. all residents located south of 10th Avenue and north of 7th Avenue, between 13th and 18th Street), and/or provide a listing of all address points
   o A general listing of important personal supplies that should be prepared for a potential evacuation (e.g. identification, medication, insurance papers, etc.)
   o Where to get additional information
6. Notify the impacted area of the Alert (e.g. through social and traditional media, door-to-door, public notification systems, etc.) (Section 8.0)
7. Email a copy of the Alert to your EMBC PREOC (Appendix N)
8. Once the Alert is in place, consider evacuating vulnerable populations (Section 6.1) and recommending livestock relocation (Section 6.2)

Note: Evacuation Alerts do not require a declaration of a State of Local Emergency (SOLE)

Depending on the hazard, and the specifics of each individual event, an Evacuation Order may be immediately required, and no Evacuation Alert is given.

For advice and assistance with an evacuation, contact EMBC's 24/7 Emergency Coordination Centre at 1-800-663-3456 and request to speak with the Regional Duty Manager for your region, or PREOC, if activated.

6.1 EVACUATION OF VULNERABLE POPULATIONS

First Nations and Local Authorities should carefully consider evacuating vulnerable populations during the Evacuation Alert stage. Experience demonstrates it takes longer to evacuate vulnerable people and, when conducted during the Evacuation Order stage, may increase risks to the individuals and the first responders providing assistance. Moving vulnerable populations during an Alert stage may also help to reduce stress, as they are evacuated during a time that is generally less intense than when an Evacuation Order is occurring and more considerations can be made for their comfort.

Support Personnel for Vulnerable People: Consider authorizing the evacuation of support personnel for vulnerable people, e.g. a family, friend, or caregiver, to lessen undue stress to the vulnerable person. See the Section 7.7 for more information.

Vulnerable populations include those with the following:
- ☐ Communication challenges: limited ability to speak, see, and hear; read or understand English, limitations in learning and understanding
- ☐ Medical challenges: assistance with bathing or feeding, managing medications, on dialysis or oxygen, operating power-dependent equipment to sustain life
- ☐ Independence challenges: maintaining functional independence with medical equipment such as wheelchairs, walkers, or scooters
- ☐ Supervision needs: persons with dementia or Alzheimer's, prisoners, and unaccompanied children
- ☐ Transportation needs: persons unable to drive due to disabilities, legal restrictions, socio-economic factors
- ☐ At-risk populations: transient or homeless, substance abuse issues, mental health challenges, and those experiencing intergenerational trauma

Evacuating vulnerable populations may entail the movement of individuals and/or entire properties (e.g. a group home, prison, or transition house). Where possible, EMBC recommends First Nations and Local Authorities proactively engage vulnerable individuals and applicable property managers to provide an approved Extraordinary Evacuee Authorization Form (Appendix H), and confirm arrangements for the safe travel to a Reception Centre or host community, if needed. See Section 7.7 for more information.

Actions such as moving vulnerable populations before an Evacuation Order is issued should be done in consultation with EMBC so that available support and eligible expenditures for reimbursement are understood by both parties.

Regional health authorities will manage the evacuation of their medical patients during the Evacuation Alert stage, including patients being cared for at home and those assigned to care for them. **It is important for First Nations to contact the First Nation Health Authority (FNHA), and Local Authorities to notify Health Emergency Management BC (HEMBC) of the Alert to confirm the authority is able to evacuate their patients quickly and to coordinate the evacuation process with all organizations needed to be involved.**

EVACUATION OF VULNERABLE POPULATIONS
- ✓ Provide each evacuee with approved Extraordinary Evacuee Authorization Form (Appendix H) (See Section 7.7 for further information)
- ✓ Coordinate transportation as needed - great care needs to be taken to establish the best transportation method possible, with consideration of the following:
  - o Is transportation appropriate? (E.g. make certain buses are air conditioned, with accessible washrooms and medical staff on board, etc.)
  - o Are detailed records of the method of transportation and destination of each individual being kept?
  - o Are there sufficient support personnel (e.g. security, mental health professionals, care givers, etc.) traveling with vulnerable people?
- ✓ If residents are evacuated to another jurisdiction, refer to Section 7.5 of this guide for additional information on host communities

6.2 RELOCATION OF LIVESTOCK

Relocation of livestock, if required, should be done during the Evacuation Alert stage. Many of the costs for the movement of livestock and the supports provided to livestock producers are eligible response costs through EMBC, when certain conditions are met. No SOLE is required to evacuate livestock during the Alert stage, or for Local Authorities and First Nations to be eligible for reimbursement of these costs.

EMBC and ISC will work with First Nations communities to determine additional supports for First Nations domesticated animals.

A representative from the Ministry of Agriculture may be available in the PREOC to help with the coordination needed for livestock relocation. Refer to the EMBC Policy 2.01 *Provincial Support for Livestock Relocation During an Emergency* for more information on how to evacuate livestock and what constitutes as eligible costs for reimbursement. Also, refer to the Ministry of Agriculture's Livestock Relocation website for guidelines and tools. Contact EMBC prior to relocating livestock to confirm eligible costs for reimbursement and to receive a task number.

7.0 EVACUATION ORDER

An order to evacuate all or part of a community should only be given following a recommendation from the IC and/or available hazard specific subject matter experts including Traditional Indigenous Knowledge Keepers and technical specialists, and after careful consideration of all the factors involved. Life safety is the most important consideration when ordering an evacuation. An Evacuation Order (Order) means the impacted population must leave the specified area immediately. An Order should provide the same information as the Alert, but should include the fact that an Order is mandatory. The Evacuation Order should also provide designated evacuation routes, identification of closed routes, and the location of ESS Reception Centres.

7.1 DECISION TO EVACUATE

Ordering residents to evacuate is one of the most difficult decisions a First Nation or Local Authority is likely to make. Timing is important. Ordering an evacuation too far in advance can expose the evacuees to unnecessary hardship and/or create a risk of complacency for future evacuations. Waiting too long may force the community to evacuate under higher risk conditions. The time of day is also critical- is there enough daylight available to support the safe and full evacuation of the population? A general formula for determining the time needed to conduct an evacuation is provided below.

> **FORMULA FOR DETERMINING EVACUATION TIMELINE**
> Time required to process the paperwork (drafting and sign-off) **+**
> Time required to mobilize notification personnel **+**
> Time required to notify impacted population **+**
> Time required to physically conduct the evacuation **+**
> 120 minutes contingency **=**
> **Trigger point for evacuation**

Some of the considerations that need to be addressed when determining whether or not to evacuate include, but are not limited to:
- ✓ Areas/facilities that are at risk
- ✓ Population size and demographics
- ✓ Where the impacted population can be evacuated to
- ✓ Evacuation route availability and capacity
- ✓ Availability of transportation resources
- ✓ Time required to mobilize evacuation resources and physically conduct evacuation
- ✓ Time of year, day of week, time of day
- ✓ Current and forecasted weather
- ✓ Advice received from the IC and/or available hazard-specific subject matter experts including Traditional Indigenous Knowledge Keepers and technical specialists

7.2 ISSUING AN EVACUATION ORDER

ISSUING AN EVACUATION ORDER

1. The EOC/CC, in consultation with the Incident Commander and available hazard-specific subject matter experts including Traditional Indigenous Knowledge Keepers and technical specialists, makes a determination that an Evacuation Order is required
2. Notify the policy group (e.g. council/board/band council) and first responder agencies
3. Request assistance to perform Evacuation notifications (e.g. from first responders or other identified groups such as Ground Search and Rescue) (Section 8.0)
4. Based on advice, map the geographic boundaries for the Order. Identify the Order area using civic addresses, street names, IR#, or any combination that works for your community (contact your EMBC PREOC (Appendix N) if mapping support is needed) (Section 7.4)
5. Declare a State of Local Emergency (SOLE) (Appendix D), publish online, and notify the public
6. Complete an Evacuation Order template (Appendix F). The Order should provide the following information:
    o The issuing authority (i.e. Local Authority or First Nation)
    o The reason for the Order with a description of the hazard
    o The areas under Order with as much detail as possible, i.e. a map of the Order area, IR #, street and highway names with geographic references (e.g. All residents located south of 10th Avenue and north of 7th Avenue, between 13th and 18th Street), and/or a listing of all address points
    o Designated evacuation routes and identification of closed routes
    o Location of Reception Centres, including hours of operation
    o What personal belongings to take (e.g. identification, medication, etc.)
    o How to receive additional information regarding the emergency event
7. Notify the impacted area of the Order (e.g. through social and traditional media, door-to-door, automatic notification systems, etc.) (Section 8.0)
8. Email a copy of the SOLE and Order to your EMBC PREOC (Appendix N)
9. Consider how to best support evacuees using ESS (Section 7.5) either within the affected community or in a host community (Section 7.6)

7.3 EVACUATION ROUTE CONSIDERATIONS

The majority of evacuee movement will take place on roadways and highways, in both personal vehicles, and public and private transit vehicles coordinated by the First Nation or Local Authority. However, consideration should also be given to alternative methods (air, rail, marine, etc.) especially in locations with single or limited exit routes. Local transportation staff, police, the Incident Commander for the emergency incident, available hazard-specific subject matter experts including Traditional Indigenous Knowledge Keepers and technical specialists, EMBC, and the Ministry of Transportation and Infrastructure (MoTI) will be able to assist in determining the best evacuation routes.

Key considerations for evacuation routes include, but are not limited to:
- ✓ Number and geographic distribution of evacuees
- ✓ Available transportation resources – public transport, school, private
- ✓ Capacities and vulnerabilities of transportation infrastructure and network
- ✓ Potential for congestion, bottle necks
- ✓ Areas vulnerable to damage
- ✓ Available facilities, e.g. fuel supplies (internal/external of jurisdiction)
- ✓ Vehicle breakdown contingencies (internal/external of jurisdiction)
- ✓ Access control and security of evacuated area
- ✓ Coordination of evacuation routes with the appropriate authority, including BC Parks, District Office of the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNROROD), and MoTI to ensure all recommended evacuation routes are open, and to confirm road conditions and current industrial use
- ✓ Usage of assembly points to provide a safe staging area for individuals to congregate while waiting for transportation to a Reception Centre

7.4 MAPPING EVACUATION ALERTS AND ORDERS

Clear and consistent mapping of evacuation boundaries is critical for showing residents what properties are and are not on Alert or Order. Some recommendations for mapping standards include:

- ✓ Map title matches that of the Evacuation Alert or Order
- ✓ Include date, time, and legend
- ✓ Only show *current* Alert and Order boundaries, using only two colours (one for Alerts, and one for Orders)
- ✓ Include minimal data in map to make certain a wide range of people can quickly understand content
- ✓ If possible, identify evacuation routes
- ✓ If possible, identify address points
- ✓ Photocopy map in colour for easy viewing

Contact your EMBC PREOC (Appendix N) if support is needed.

7.5 EMERGENCY SUPPORT SERVICES (ESS)

It is a Local Authority's responsibility to have a program that coordinates the provision of essential services to their evacuees as per the Local Authority Emergency Management Regulation - such as an ESS program. ESS is a community-based emergency response program that helps to preserve the well-being of people affected by emergencies. While not mandated, it is recommended that First Nations adopt ESS or manage a similar program to provide support to their residents during a disaster. Provincial reimbursement for eligible costs to support evacuees is governed by the *Evacuee Living Assistance Guidelines (EMBC Policy 5.03)*.

Under the direction of their First Nation or Local Authority, ESS teams will provide evacuee services through facilities usually referred to as Reception Centres (RC) or Group Lodging (GL). It is important that the location and hours of operation for Reception Centres are provided on the Evacuation Order and available on information sites throughout the service area. For information on operating an ESS program, refer to the *ESS Field Guide* located on EMBC's website.

Note: It is required to track all evacuees, where they evacuated to, and what ESS services they are receiving for the duration of the evacuation.

7.6 HOST COMMUNITIES

When it is not possible to keep evacuees in the impacted community, it is common to ask neighbouring communities to help by providing shelter and care to the evacuees as needed. It is important for First Nations and Local Authorities to reach out to potential host communities in advance of an evacuation to pre-establish relationships and communication channels. There is no obligation for another community to act as a host community; fostering proactive, strong relationships with other communities will encourage mutual assistance in times of need.

For information on how host communities can be reimbursed for eligible costs associated with hosting another community's evacuees, refer to the *Host Community Response Costs* memo located on EMBC's website.

If possible, evacuees should be hosted in a community that is similar to the one they are evacuating from. For example, if evacuating a First Nations community, consider sending evacuees to another First Nations community of similar size where evacuees may feel more comfortable.

Note: do not send evacuees to another community without first confirming the host community is able, willing, and ready to receive and support your evacuees. Include EMBC in these discussions, wherever possible.

There are a few ways in which an evacuating First Nation or Local Authority can support a host community:

> **Community Navigators:** If possible, try to send a well-known and respected community member with evacuees to the host community to act as a Community Navigator. This person can help to:
> - ✓ provide comfort and support to evacuees,
> - ✓ navigate the stressful situation of an evacuation,
> - ✓ be a reliable source of information for the evacuees, and
> - ✓ assist the host community's ESS staff with difficult situations

- ✓ Confirm with the host community that they are able to receive evacuees, and provide details on how many evacuees are being sent and any special considerations they should be aware of (e.g. number of vulnerable people, etc.)
- ✓ Provide an approved Extraordinary Evacuee Authorization Form to any evacuee not covered under an Evacuation Order to ensure the host community's ESS team has appropriate validation to support the evacuees (See Section 7.7 for more information)
- ✓ When possible, evacuate vulnerable people with a support person (e.g. health care worker or care giver) able to assist with their safety, reducing the burden on the host community
- ✓ Provide a regular information-briefing schedule for the host community and evacuees
- ✓ Maintain consistent, planned contact between the evacuating community's officials and the host community's officials
- ✓ Evacuate local community staff with their residents so they can provide support to the host community in matters concerning their residents
- ✓ Where possible, designate a Community Navigator to act as a liaison for the evacuees and provide a point of contact for the host community emergency support structures. See "Community Navigators" info box above
- ✓ Further support for the host community's ESS team can be provided via a request through EMBC

7.7 EXTRAORDINARY EVACUEE AUTHORIZATION

There may be times when individuals believe it is in their best interest to evacuate from their community even though there is no formal Evacuation Alert or Order in effect. There are various reasons why an individual may seek evacuation, including:

- ✓ The hazard is directly affecting their perceived safety and/or livelihood
- ✓ Traditional Indigenous Knowledge demonstrates a risk to their safety and/or livelihood
- ✓ They wish to accompany and care for a vulnerable person who is being evacuated during an Evacuation Alert (see Section 6.1, Evacuation of Vulnerable Populations)

In such situations, the individual should contact their local EOC/CC and request authorization to evacuate. Without authorization, these individuals will be considered to be an unauthorized evacuee and will not receive ESS. Unauthorized evacuees take space from evacuees who have been *ordered* to evacuate because it is unsafe for them to remain in their primary residences. Unauthorized evacuees seeking support at a designated Reception Centre will encounter significant delays while ESS volunteers determine eligibility. It is the responsibility of the First Nation or Local Authority in which the individual resides to authorize evacuation, and to determine the length of time the individual will be eligible for ESS. The Local Authority or First Nation must determine the best process for managing the authorization of evacuees in the absence of an Evacuation Order.

Should the request for evacuation be approved, an Extraordinary Evacuee Authorization Form (Appendix H) will be issued. Any additional accommodations, such as transportation, will be decided at the time the authorization form is issued.

AUTHORIZING AN EXTRAORDINARY EVACUEE
- ✓ The First Nation or Local Authority, through the EOC/CC, must authorize the evacuation of individuals or properties in the absence of an Evacuation Alert or Order. When in doubt, contact EMBC to discuss
- ✓ EOC/CC receives requests for extraordinary evacuee authorization, or proactively determines required evacuation of vulnerable people
- ✓ Provide the individual(s)/property manager with the approved Evacuee Authorization Form (Appendix H), either directly through the EOC/CC or remotely via email/fax
- ✓ Direct authorized evacuees to a safe location, i.e. a Reception Centre (RC)
- ✓ Inform RC staff to accept the approved Extraordinary Evacuee Authorization Form as validation that the individual/property residents are approved for ESS
- ✓ As required, provide transportation to vulnerable people (See Section 6.1)

Discuss these situations with EMBC prior to authorizing evacuations to confirm if the expenses associated with the evacuation are eligible for reimbursement.

7.8 CHECKPOINT SECURITY

In most cases, the local police of jurisdiction will manage evacuation area checkpoints on behalf of the Local Authority or First Nation; however, during a large event, police resources may quickly reach capacity. It is important to communicate with the police representative for your jurisdiction to determine when it may be necessary to use non-police resources (e.g. experienced security contractors) to assist where appropriate, particularly in the staffing of checkpoints.   This approach can allow police resources to conduct roving patrols of the checkpoints and focus on other response activities rather than having them assigned to a static location. It is the responsibility of the First Nation or Local Authority to access mutual aid or contract additional resources to assist during a response. Reach out to your PREOC for assistance should it be difficult to source contractors.   It is important to work with the local police of jurisdiction to determine how to best manage checkpoints.

> **Preparedness Tip:** Pre-identify experienced security contractors to provide support staffing for checkpoints. Consider entering into a contract with the security company so that they are readily available when needed.

Several considerations guide when (or whether) it may be reasonable to employ non-police personnel at checkpoints:

- ☐ Checkpoints generally experience the majority of activity during the first few days of an evacuation, with little to no activity for a long period of time thereafter
- ☐ Temporary access into the evacuated area should be facilitated through strategically-selected checkpoints, making it easier to resource those checkpoints with police personnel. For more information, refer to EMBC's *Managing Access to Areas Under Evacuation Order* guide
- ☐ The local police of jurisdiction may take the lead in managing the day-to-day activities of the contracted personnel to ensure consistency and open communications, and be responsible for maintaining contact with the contracted checkpoint personnel for issues management

7.9 TEMPORARY ACCESS INTO EVACUATED AREAS

Allowing access into evacuated areas may assist in reducing the consequences of an emergency event. Reducing this impact reduces the burden on individuals, organizations, government, and agencies, and allows those affected by the event to begin the process of recovery sooner.

The First Nation or Local Authority that has jurisdiction for the area under Evacuation Order is the primary authority for approving or denying non-response-related requests for temporary access. However, for any emergency event, connecting with the response agencies involved can help determine any considerations which may affect the decision to approve or deny access.

For more information and details, refer to the *Managing Access to Areas Under Evacuation Order* guide located on EMBC's website.

8.0 NOTIFICATION OF EVACUATION

The notification of an evacuation in a timely and effective manner is one of the most important things a Local Authority or First Nation must do during an emergency event. For Local Authorities, they are required under the *Local Authority Emergency Management Regulation* to "establish procedures by which those persons who may be harmed or who may suffer loss are notified of an emergency or impending disaster".

Timely notification is essential to make certain residents are aware of the emergency situation and have all of the information needed to evacuate safely. For further information and recommendations on communications during evacuations, refer to the EOC Communications Toolkit, located on EMBC's website.

There are several ways in which a Local Authority or First Nation can notify their community of an evacuation, including:

- ✓ Broadcast media - local radio and television
- ✓ Sirens
- ✓ Public address systems
- ✓ Telephone network or tree
- ✓ Door-to-door visits
- ✓ Notice boards

- ✓ Print media
- ✓ Amateur radio
- ✓ Website
- ✓ Social media platforms, including Facebook and Twitter
- ✓ Automatic notification systems

Send a copy of all evacuation notices to the appropriate EMBC PREOC (Appendix N), who can then share and amplify the information on Emergency Info BC's website, Twitter and Facebook feeds.

8.1 DOOR-TO-DOOR

Door-to-door notification is still one of the best practices for notifying residents of an Evacuation Order.

Generally, upon notification of the Order and through request, the following agencies will coordinate the door-to-door notification process for the impacted area(s) on behalf of the First Nation or Local Authority:

- ✓ Local police of jurisdiction
- ✓ First Responders (i.e. firefighters)
- ✓ First Nation or Local Authority staff
- ✓ Ground Search and Rescue (GSAR)

If the capacity to provide door-to-door notifications is beyond what your community can provide, a resource request can be submitted to the PREOC to source additional resources.

The steps for facilitating door-to-door notifications include:
- ✓ Request local police of jurisdiction or other agency as applicable to assist in the door-to-door notification, and provide:
    - ✓ Evacuation Notification Kit (Appendix I) containing:
        - ✓ Evacuation Clipboard with Evacuation Recording Procedures and Evacuation Logs
        - ✓ Colour-coded flagging tape rolls*
        - ✓ Waterproof pens
    - ✓ Copies of the Evacuation Order with a map of the geographic boundaries of the affected area
- ✓ Ensure each notification team has a method of communication (i.e. phone or radio)

Preparedness Tip: Provide the Evacuation Notification Kits to the police detachment in advance of an emergency event. Recommend the kits be kept in the trunk of vehicles for easy access/use.

It is important to consider the protection of first responders delivering evacuation notifications from the hazard (e.g. fire/smoke), and from critical incident stress and/or post-traumatic stress disorder (PTSD). At no time should those involved in delivering notifications work alone or be placed in a position of risk. First responders should be trained not to attempt to resolve conflict during an evacuation, but to simply report the situation to the Local Authority or First Nations' EOC/CC for resolution and to continue with the evacuation notification.

*Colour-coded flagging tape is commonly used to clearly identify the evacuation status of each property notified and is readily available through regular public works suppliers. **Note:** There is no provincial standard for flagging tape colours; it is recommended that communities pick the colours that work best for them, but make certain the decision is made in collaboration with their first responders so there will be no confusion during an evacuation.

9.0 EVACUATION RESCIND

When the hazard threat to life and safety has passed, the Incident Commander and/or available hazard-specific subject matter experts including Traditional Indigenous Knowledge Keepers and technical specialists will make a recommendation to the Local Authority or First Nation to formally rescind the Evacuation Order or to downgrade it to an Alert. Some limitations and considerations that may influence the Local Authority or First Nation's decision to rescind an Order include but are not limited to:

- ✓ Have community support agencies had the opportunity to prepare the area for repatriation? (see Section 10.2 for more information on facilitating this)
- ✓ Is it safe for the entire Evacuation Order to be rescinded, or only a portion?
- ✓ Has access for impacted residents been facilitated in advance of general re-entry?

10.1 PARTIAL EVACUATION ORDER RESCINDS

If only a portion of the Evacuation Order is able to be rescinded, an Evacuation Rescind can be issued for the entire Evacuation Order area, with a new Evacuation Order and/or Alert issued immediately afterwards identifying the new geographic boundaries.   An alternative is to issue an amendment to the existing Evacuation Order, clearly identifying the changes. Whichever option is preferred, it is important to issue clear and consistent maps that undoubtedly show what properties remain on Alert or Order.   See Section 7.4 for further recommendations on mapping evacuation boundaries.

10.2 EARLY RE-ENTRY FOR COMMUNITY SUPPORT AGENCIES

To prepare for a safe and orderly return of residents to the evacuated area, certain agencies might need to re-enter the evacuated area early. The Evacuation Order remains in effect during this period to allow those agencies to work in the safest and most efficient way possible to restore services. Refer to the *Managing Access to Areas Under Evacuation Order* guide located on EMBC's website for further information on facilitating early re-entry.

Early access should be considered for the following:
- ✓ The respective health authority will need to validate that critical public services are available, such as drinking water, sanitary sewer, air quality, and food safety
  > *Failing to allow the health authority access into the evacuated area to validate these requirements may result in a new Evacuation Order being issued by the health authority under Part 6, Division 6, Section 83 of the Public Health Act.*
- ✓ The respective health authority will also need hospital maintenance, inspection, and clinical staff to prepare the emergency department to ensure services are open and available
- ✓ Critical infrastructure agencies will need to ensure their equipment is operating
- ✓ Utility Agencies will need to reinstate services, if interrupted
- ✓ Rapid Damage Assessments of properties need to take place
- ✓ Contaminated sites assessed and, if required, cleaned-up
- ✓ School Districts will need to determine if schools can open within a reasonable time-period
- ✓ Establishment of a Resilience Centre for evacuees to obtain information and resources once the Evacuation Order has been lifted

APPENDIX A: GLOSSARY OF ACRONYMS

CC   Community Contact

BCEMS   British Columbia Emergency Management System

BCR   Band Council Resolution

ECC   (EMBC) Emergency Coordination Centre

EMBC   Emergency Management BC

EOC   Emergency Operations Centre

EPA   Emergency Program Act

ESS   Emergency Support Services

FNHA   First Nations Health Authority

GL   (ESS) Group Lodging

HEMBC   Health Emergency Management British Columbia

IC   Incident Commander

ICS   Incident Command System

IR   Indian Reserve

ISC   Indigenous Services Canada

NGO   Non-governmental organization

PECC   Provincial Emergency Coordination Centre

PREOC   Provincial Regional Emergency Operations Centre

RC   (ESS) Reception Centre

RDM   (EMBC) Regional Duty Manager

SOLE   State of Local Emergency

TIKK   Traditional Indigenous Knowledge Keeper

For advice and assistance with an evacuation, contact EMBC's 24/7 Emergency Coordination Centre at 1-800-663-3456 and request to speak with the Regional Duty Manager for your region, or PREOC, if activated.

EVACUATION CHECKLIST
Site Support Level – Emergency Operations Centre

☐ Activate Emergency Operation Centre and obtain a Task Number from EMBC

☐ Begin to document the evacuation process, including the decisions

☐ Ensure all agencies involved are consulted prior to evacuation, if time allows

☐ Confirm resources needed to conduct evacuation operations and advise potential mutual aid agencies, if time allows

☐ Appoint an Information Officer, with support and back-up

☐ Establish structure to announce public information to the community

☐ Establish and announce a telephone number for persons to call for information on the incident

☐ Work with Incident Commander at the site level to determine evacuation area

☐ Create a map of the evacuation area with clear perimeters

☐ Draft evacuation documentation and receive sign-off from applicable authority

☐ Assemble and brief a standby force of personnel to assist with evacuation and EOC operations if the need arises

☐ Request police assistance in providing evacuation notifications. If the decision is made to go door-to-door, provide all teams with the appropriate evacuation documentation and emergency notification kits

☐ Announce evacuation decisions through traditional media outlets and social media, as applicable

☐ Forward a copy of the evacuation documentation to EMBC and local elected officials

☐ Establish process for allowing the temporary access into the evacuated area

☐ Keep all field units updated regarding changes

☐ Provide additional resources to site as required (e.g. transportation resources)

☐ Track all costs related to the incident

☐ Track numbers of evacuees and any reported injuries

☐ Provide advice and information on any special precautions that should be taken during and after the event

☐ Provide Situation Reports and updates to PREOC or the RDM

For advice and assistance with an evacuation, contact EMBC's 24/7 Emergency Coordination Centre at 1-800-663-3456 and request to speak with the Regional Duty Manager for your region, or PREOC, if activated.

APPENDIX C: ROLES AND RESPONSIBILITIES

EMERGENCY EVENT SITE

SITE LEVEL

- The Incident Commander provides information and recommendations to the EOC/CC for when an Evacuation Alert, Order or Rescind needs to be issued
- If the emergency situation shows an immediate threat to the health and safety of people, the Incident Commander, or any First Responder, can initiate a Tactical Evacuation
- Agencies, organizations, and partners at the site level should have representatives in the EOC in order to provide information and coordinate communications

LOCAL AUTHORITY or FIRST NATION

ELECTED OFFICIALS / BAND CHIEF AND COUNCIL

- Authorizes States of Local Emergency; Evacuation Alerts, Orders, and Rescinds
- Maintains availability to the EOC/CC for support, coordination, and/or public engagement as requested by EOC Director/CC
- Provides policy direction and establishes priorities during all phases of an evacuation, based on recommendations by the EOC Director, CC, or Chief Administrative Officer (CAO)

EMERGENCY OPERATIONS CENTRE (EOC)

- Activates the evacuation plan
- Supports the Site Level operations with resources and information, as required
- Initiates/authorizes early evacuation for vulnerable people and livestock
- Manages all aspects of the evacuation cycle including providing support to evacuees through Emergency Support Services
- Ensures evacuees have essential supplies such as food, water, beds, sanitation services, clothing, and medical equipment and supplies
- Prepares for and coordinates Evacuation Alerts, Orders, and Rescinds including the mapping of the evacuation area, and the identification of evacuation routes and reception centre locations
- Identifies and notifies potential host communities; maintains communication between identified host communities through the full evacuation cycle
- Tracks and records information on evacuation details, such as areas and numbers of impacted individuals
- Provides concise, consistent, transparent, and accurate information to the public and the media
- Ensures elected officials have been alerted and kept informed
- Tracks costs and resources

EMERGENCY SUPPORT SERVICES (ESS)

- Works with EOC/CC to determine locations of Reception Centres (RC) and Group Lodging (GL)
- Establishes and manages RC and/or GL facilities, under direction from the EOC/CC
- Communicates resource needs to EOC/CC
- Provides regular situational awareness to the EOC/CC and EMBC on variety of topics, such as number of registrants, approximate value of referrals distributed, additional supports required, and current status of operations

PROVINCIAL GOVERNMENT

EMERGENCY MANAGEMENT BC (EMBC)

Through activation of the Provincial Regional Emergency Operations Centre (PREOC), or Provincial Emergency Coordination Centre (PECC), or the Regional Duty Manager, as required:

- Coordinates any national and international supports required for impacted communities
- Hosts daily coordination calls for Local Authorities, First Nations, and all responding agencies
- Provides connection and coordination between all responding parties
- Reviews and provides feedback on evacuation plans for the impacted community
- Provides assistance with evacuation route planning and re-entry planning, upon request
- Provides assistance in executing evacuations by way of resource requests or expenditure authorization for critical resources (e.g. transportation services, security, physical blockades, Search and Rescue)
- Provides assistance with communications to evacuees and the general public
- Accesses provincial volunteer resources (Search and Rescue, ESS Mobile Support Team, Provincial Emergency Radio Communications Service, PEP Air, Road Rescue) as required

AGRICULTURE, MINISTRY OF (AGRI)

- Provides advice to farmers, aqua-culturists and fisheries on the protection of crops, livestock, and provincially managed fish and marine plant stocks
- Coordinates the emergency evacuation and care of poultry and livestock
- Provides support to lead agencies, Local Authorities, First Nations, and agriculture producers, including with the planning and execution of livestock evacuation, emergency feeding, sheltering and care
- Provides support to EOC/CCs, PREOCs, and the PECC with assessing temporary access requests by individual agriculture producers
- During an animal health emergency, establishes quarantine or control zones that may prohibit, limit, or impose requirements in respect to the movement of persons into, from, or within the area
- During a plant or animal disease incident, or pest outbreak, serves as the Provincial lead agency for response, coordinating with the Canadian Food Inspection Agency as required

BC WILDFIRE SERVICE (BCWS)

For wildfire hazard events:

- Leads the response of all operations to wildfire hazard
- Provides recommendations to First Nations and Local Authorities on Evacuation Alerts, Orders, and Rescinds
- Assists with delineation and mapping for boundaries of recommended Evacuation Alerts and Orders
- Provides recommendation on safety of temporary access
- Provides public information regarding Evacuations, in support of and in close conjunction with EOC/CC
- Maintains consistent and effective communication platforms and structures with EOC/CC and RCMP
- Provides technical expertise where requested

For flood hazard event, as requested by PECC and/or PREOCs:

- Provides resources, communications and logistical support

CHILDREN AND FAMILY DEVELOPMENT, MINISTRY OF (MCFD)

As required, through support and coordination with the Emergency Management Unit, MCFD:

- Liaises with EMBC through regional and Provincial coordination calls
- Provides support to Service Delivery Areas and Local Service Delivery offices in the continuity of services
- Provides direct assistance to caregivers and contracted care providers in impacted areas
- Maintains a mechanism for the tracking of displaced children and youth in care
- Receives, assesses, and responds to reports of unattended children
- Upon request, liaises with communities to assess need for local MCFD representation during major evacuations

For advice and assistance with an evacuation, contact EMBC's 24/7 Emergency Coordination Centre at 1-800-663-3456 and request to speak with the Regional Duty Manager for your region, or PREOC, if activated.

ENVIRONMENT, MINISTRY OF (ENV)

- Monitors, augments, or takes over the response to hazmat incidents related to evacuations
- Provides technical advice to EOC/CCs, PREOCS, or the PECC, First Nations or Local Authority fire departments, public works, or other agencies or parties to support a timely effective response to hazmat incidents or consequences related to evacuation
- In regards to hazardous spills, identify and evaluate the immediate risks to and impact on the environment, human health or infrastructure and as necessary advise agencies or parties to take protective action in relation to the spill, which would include evacuations
- Declares a State of Environmental Emergency when required
- Orders response or recovery actions to protect the environment and human health

FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT, MINISTRY OF (FLNRORD)

In response to flood hazards, and through the PREOCs and/or PECC:
- Through River Forecast Centre (RFC), issues advisories and provides forecast updates to First Nations and Local Authorities
- Communicates with First Nations and Local Authorities and Diking Authorities on flood mitigation works
- Provides technical advice and specialist expertise, support services, and staff for PECC/PREOCs

HEALTH EMERGENCY BC (HEMBC) / PROVINCIAL HEALTH SERVICES AUTHORITY (PHSA)

- Provides leadership and support to health sector
- Responsible for providing health services and care to existing patients and clients
- Evaluates the risk to affected communities and moves patients to health care facilities in other communities, as appropriate, usually during the Evacuation Alert stage
- Tracks outpatients during evacuations (those receiving home care, outpatient treatments, etc.) and makes certain outpatients are continuing to receive specialized care in host communities
- Provides psychosocial support to evacuees through the Disaster Psychosocial Services (DPS) program
- Prior to an Evacuation Rescind being issued by the EOC/CC, health authorities work to re-establish key health services
- During re-entry, health authorities utilize appropriate health programs to provide public health advice and guidance (e.g. how to address houses contaminated by moulds or freezers filled with rotten food)

TRANSPORTATION AND INFRASTRUCTURE, MINISTRY OF (MoTI)

In respect to provincial highways:
- Works closely with First Nations and Local Authorities, and the RCMP during the pre-planning of an evacuation with regards to the selection, capacity, and conditions of proposed evacuation routes, and ensuring that all detours are viable for all types of traffic
- Provides assistance strategizing on proposed messaging to the public through DriveBC about alternate routes once an Evacuation Order is in effect
- Assists RCMP with traffic control and posts signage at key decision points along the evacuation route
- Local Maintenance Contractors conduct roving patrols, assisting evacuees with breakdowns along the route or fuel shortages etc.
- Responsible for staffing all checkpoints on provincial highways
- Prior to Evacuation Rescind, works closely with EOC/CC to establish timing of repatriation, and ensuring transportation infrastructure is in a condition to support evacuees returning home

For advice and assistance with an evacuation, contact EMBC's 24/7 Emergency Coordination Centre at 1-800-663-3456 and request to speak with the Regional Duty Manager for your region, or PREOC, if activated.

FEDERAL GOVERNMENT

CANADIAN ARMED FORCES (CAF)

Through written request by the Province in the form of a Request for Federal Assistance (RFA):
- May provide extraction services to trapped evacuees
- May deliver emergency resources to difficult-to-reach areas
- May provide any needed support as authorized by RFA

Coordinated by the Joint Rescue Coordination Centre in Victoria, leads all Marine or Aircraft Search and Rescue

INDIGENOUS SERVICES CANADA (ISC)

- ISC enters into service agreements with the Provinces, Territories or other response agencies, who in turn support evacuation from reserves during emergencies. ISC reimburses evacuation costs and supports First Nations and partners to resolve jurisdictional questions and other issues as they arise. Additionally, under ISC's Build Back Better Strategy Guide, the Department can contribute funding for additional social and cultural supports such as traditional foods and cultural continuity services.

INNOVATION, SCIENCE, AND ECONOMIC DEVELOPMENT CANADA (ISED)

- Acts as the federal coordinator for telecommunication stakeholders whose infrastructure may be impacted
- Works closely with telecommunication carriers to support their efforts to mitigate or restore impacted services
- Acts as federal representation of the telecom stakeholders' interests in efforts such as temporary access, fuel prioritization, power re-energization, credentialing, public communications, international assistance, and the movement of resources
- Manages the information flow to and from telecom stakeholders and other federal government departments, particularly Public Safety Canada

PUBLIC SAFETY CANADA (PSC)

- Coordinates Provincial Request for Federal Assistance (RFA) and works with federal family to provide support on behalf of the Government of Canada

ROYAL CANADIAN MOUNTED POLICE (RCMP)

Operating on behalf of the Local Authority or First Nation:
- Supports the notification of an Evacuation Order to the community
- Requests capacity support from Ground Search and Rescue (GSAR) for community evacuation notifications
- Staffs security checkpoints for evacuation area to support public safety
- Facilitates temporary access as directed by Local Authority or First Nation, and/or responding agency
- Supports repatriation upon Evacuation Rescind

AGENCIES (Note: This is not an exhaustive list of available support agencies)

CANADIAN RED CROSS (CRC)

Upon invitation from a Local Authority or First Nation, and with approval from EMBC for funding:
- Provides capacity support to local ESS team
- In the absence of local ESS, manages fully the ESS framework for evacuees

GROUND SEARCH AND RESCUE (GSAR)

Upon request by the RCMP or the EOC/CC:
- Provides support to RCMP for community notifications of Evacuation Alerts/Orders
- Provides short-term temporary checkpoint support until appropriate contracted resources arrive

OIL AND GAS COMMISSION (OGC)

- Monitors oil and gas activities in immediate area and prescribed zone around area
- Contacts permit holders with assets within and surrounding evacuation area to ensure they are aware of the situation and taking precautions, if necessary, and enable ongoing communication between responding parties
- Releases safety advisories to permit holders updating them on emergency event conditions

For advice and assistance with an evacuation, contact EMBC's 24/7 Emergency Coordination Centre at 1-800-663-3456 and request to speak with the Regional Duty Manager for your region, or PREOC, if activated.

Declaration of State of Local Emergency
ORDER

WHEREAS there is a [type of hazard] within the jurisdiction of [Local Authority/First Nation]

AND WHEREAS the [nature of emergency] poses an existing or imminent threat to people and property within the area known as [jurisdictional area where emergency exists, i.e. Electoral Area A, IR#1];

AND WHEREAS this [type of hazard] emergency requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property;

NOW THEREFORE:

IT IS HEREBY ORDERED pursuant to [Section 12 (1) of the *Emergency Program Act* (RS, 1996, Chap 111) / Band Council] that a state of local emergency exists in [specific geographic boundaries of designated area] due to [short hazard description] and [short consequence statement];

IT IS FURTHER ORDERED THAT the [name of Local Authority/First Nation], its employees, servants and agents are empowered pursuant to [Section 13 (1) of the *Emergency Program Act*/ Band Council] to do all acts and implement all procedures that are considered necessary to prevent or to alleviate the effects of the emergency.

ORDERED by the [head of Local Authority / Band Chief] this date, [date – mm/dd/yyyy], to remain in force for seven days until [date – mm/dd/yyyy] at midnight unless cancelled by order of [name of Local Authority/First Nation] [or the Minister responsible].

_____
[Board Chair or Designate, Mayor or Designate, Chief or Designate]
[Name of Local Authority/First Nation]

NOTE: Non-Treaty First Nations are not required by legislation to issue a State of Local Emergency; it is a recommendation that they do so in order to communicate their emergency situation to Emergency Management BC and Indigenous Services Canada.

EVACUATION ALERT
[DESCRIPTOR OF AREA]
[DATE (mm/dd/yyyy) AND TIME (24-hr clock)]

An Evacuation Alert has been issued by [Local Authority/First Nation] at the Emergency Operations Centre (EOC).

[Briefly describe event and potential risk]

Because of the potential danger to life and health, the [Local Authority/First Nation] has issued an **Evacuation Alert** for the following areas:

[Geographic description including boundaries and properties potentially impacted]

An Evacuation Alert has been issued to prepare you to evacuate your premises or property should it be found necessary. Residents will be given as much advance notice as possible prior to evacuation; however you may receive limited notice due to changing conditions.

[Provide map or description of potential evacuation route and map of evacuation alert area]

WHAT YOU SHOULD DO:

- Locate all family members and designate a meeting area outside the evacuation area, should an Evacuation Order be called while separated.

- Pack essential items such as government-issued ID, medications, eyeglasses, valuable papers (e.g. insurance, credit, and mortgage information), immediate care needs for dependents and, if time and space permits, keepsakes for quick departure.

- Prepare to move disabled persons, children and/or neighbours, if assistance is needed.

- Prepare to take pets with you and move livestock to a safe area (if possible).

- Arrange transportation for all your household members. Fill the gas tanks of personal vehicles. If transportation assistance is needed, call [contact number].

- Arrange accommodation for all members of the residence, if possible.

- Wait for an Evacuation Order to be issued before evacuating. Monitor [news/radio/online source] for information on evacuation orders and location of Reception Centres.

Further information will be issued at [date/time/meeting location], or visit [website/social media page] for more information.

[Signature of Board/Chair or designate, Mayor or Designate, Chief or Designate]

[Name of Local Authority/First Nation]

For advice and assistance with an evacuation, contact EMBC's 24/7 Emergency Coordination Centre at 1-800-663-3456 and request to speak with the Regional Duty Manager for your region, or PREOC, if activated.

EVACUATION ORDER
[DESCRIPTOR OF AREA]
[DATE (mm/dd/yyyy) AND TIME (24-hr clock)]

Pursuant to [Section 12 (1) of the BC *Emergency Program Act* / Band Council] an **Evacuation Order** has been issued by [Local Authority/First Nation] due to immediate danger to life safety caused by: [briefly describe event].

Members of the [local police department and other agencies] and other applicable agencies will be expediting this action.

The Evacuation Order is in effect for the following areas:

[Geographic description including boundaries and properties impacted.
Include map of evacuation area and evacuation route]

YOU MUST LEAVE THE AREA IMMEDIATELY

WHAT YOU SHOULD DO:

- Follow the travel route provided and register at: [ESS Reception Centre address and name of facility].
- If you need transportation assistance from the area, advise the person providing this notice or call [contact number].
- Shut off all gas and electrical appliances, other than refrigerators and freezers.

- Close all windows and doors.

- Close gates (latch) but do not lock.

- Gather your family and, if you have room, take a neighbour or someone needing transportation. Do not use more vehicles then you have to.

- Take critical items (medicine, purse, wallet, and keys) only if they are immediately available. Take pets in pet kennels or on leash.

- Do not use the telephone unless you need emergency service.

Further information will be issued at [date/time/meeting location], or visit [website/social media page] for more information.

[Signature of Board/Chair or designate, Mayor or Designate, Chief or Designate]

[Name of Local Authority/First Nation]

EVACUATION RESCIND
[DESCRIPTOR OF AREA]
[DATE (mm/dd/yyyy) AND TIME (24-hr clock)]

The Evacuation Order, pursuant to [Section 12 (1) of the BC *Emergency Program Act* / Band Council] issued at [date/time] to the area(s) [geographic locations] has been rescinded.

[Indicate if an Evacuation Alert remains in effect]

An Evacuation Order may need to be reissued; however, if that is deemed necessary, the Evacuation Order process will re-commence.

WHAT YOU SHOULD DO:

- Fill the gas tank of personal vehicles
- Bring a minimum of three days of food and essential supplies (e.g. medications, pet supplies) with you as local grocery stores may not yet have adequate stock
- If your animals or livestock have been relocated, call [contact number] to coordinate their safe return

For more information contact: [Local Authority/First Nation contact number]

[Signature of Board/Chair or designate, Mayor or Designate, Chief or Designate]

[Name of Local Authority/First Nation]

EMERGENCY OPERATIONS CENTRE

EXTRAORDINARY EVACUEE AUTHORIZATION FORM

Evacuation authorization is in effect for the individual(s)/property stated in this Form, as per below:

EMBC TASK #	

APPROVAL RESTRICTIONS				
START DATE / TIME		**EXPIRY DATE / TIME**		
RECEPTION CENTRE LOCATION				
REASON FOR EVACUATION				
ROUTE TO DESTINATION				

EVACUEES' INFORMATION		
FULL LEGAL NAME of INDIVIDUAL(S)/PROPERTY		
CONTACT INFORMATION		
HOME ADDRESS		
ESCORT/SUPPORT PERSON REQUIRED	☐ Yes ☐ No	ESCORT/SUPPORT PERSON NAME/CONTACT

WHAT EVACUEE SHOULD DO	
INSTRUCTIONS FOR EVACUEE(S)	[e.g. add applicable content from Evacuation Order template (Appendix E)]
TAKE CRITICAL ITEMS	☐ Medicine ☐ Important papers (e.g. insurance) ☐ Purse/wallet ☐ Pets, in pet kennel or on leash ☐ Keys ☐ [other]

EVACUEE SIGNATURE [or signature of legal guardian]	
Name (print):	Signature:

RECOMMENDATION FOR APPROVAL OF EVACUATION					
RECOMMENDATION	☐ **Approve** ☐ **Deny**	**POSITION**		**SIGNATURE**	

ON BEHALF OF [LOCAL AUTHORITY/FIRST NATION], AUTHORIZED BY					
POSITION		**POSITION** (e.g. EOC Director)		**SIGNATURE**	

Further information will be issued at [date/time/location] or visit [website] for more information.

APPROVAL HOLDER(S) MUST PRESENT APPROVED FORM AT RECEPTION CENTRE TO REGISTER.

For advice and assistance with an evacuation, contact EMBC's 24/7 Emergency Coordination Centre at 1-800-663-3456 and request to speak with the Regional Duty Manager for your region, or PREOC, if activated.

APPENDIX I: EVACUATION NOTIFICATION KIT

EVACUATION RECORDING PROCEDURES

Ensure that all premises are reported on the Evacuation Log.

The evacuation team will use one 2-3 foot long ribbon of colour-coded, weather-resistant tape to indicate the evacuation status of each premise.

Tie the appropriate ribbon around the door knob most visible to the street. Should a door not be visible from the street, attach tape to the side of the house that is visible. Should the house not be visible from the street, place the ribbon at the entrance to the driveway (e.g. around mailbox or tree).

Use the following colour-coded, labelled ribbons:

Colour – Meaning	Actions
Blue – Not home	Needs a second visit if safe to do so. Tape the Evacuation Order to the door of the property with a note explaining the meaning of the blue tape, and instruction to call phone number on the Order for more information or instruction.
Pink - Notified	Ready to evacuate when ordered. Provide occupant with yellow ribbon to exchange with pink ribbon when leaving.
Yellow - Evacuated	Explain to residents to replace pink ribbon with yellow ribbon when they leave the premises.
Orange - Refused	Advise that responders will not be put at risk to rescue them. Note address, report and record the refusal. Explain the purpose of the Orange tape: so First Responders will not visit property again for evacuation notification, or be alarmed at occupied residence during patrols. Provide Order and highlight EOC contact information.

[OPTIONAL:]

Red – Needs Assistance	Try to delegate assistance to neighbours. Use situational discretion for whether or not to directly assist. Explain the meaning of the tape: it is a flag for First Responders to come back to provide assistance in evacuating. Note status and actions taken and continue with evacuation notification.

Evacuation Notification is the Priority – Keep Moving!

EVACUATION LOG

Incident Name:													EMBC Task No.		Date & Start/End Times:

Authorizing Authority / Notifying Authority — **Notification Team:**

Zone #:	Community Name:		# of Occupants Present	# of Minor Children <19	# of Pets/Livestock	Blue - Not Home	Pink - Notified	Yellow - Have Evacuated	Orange - Refused	Red – Needs Assistance [Delete row if not using]	Time	COMMENTS
Street Name	**House #**	**Family Names**										• If **RED**, note type of assistance • If **ORANGE**, note reason

APPENDIX J: DOMESTIC ANIMAL CARE AND RELOCATION

Evacuation and care of domestic animals is an important issue for emergency managers and the public. Providing options for domestic animal care during emergencies is one way to prevent homeowners from remaining in evacuated areas because they refuse to leave pets behind. It is the decision of the Local Authority or First Nation's emergency program if the community would like to incorporate domestic animal care into emergency planning and response in conjunction with their ESS planning. The preparation and planning for pets in reception centres (or pet-specific facilities if required) should be done in consultation with a number of local and regional animal service community groups.

Qualified service animals are specially-trained domestic animals trained and are not considered to be household pets. Individuals who are accompanied by qualified service animals must be allowed access to any location where the general public is allowed and consideration should be made as to how to house individuals and families with qualified animals.

If a community does provide domestic animal services, there are a number of considerations including:

- Communication to owners that the ultimate responsibility to find alternative lodging for domestic animals remains with the animal owner
- Emergency management organizations and animal care agencies should work together in order to coordinate the expertise and resources of both emergency managers and animal care providers
- Domestic animals need to be housed in a facility separate from Group Lodging facilities due to potential allergies from exposure
- Protocols for rescue workers who encounter animals are also helpful
- Local Authorities/First Nations should become familiar with public health considerations and liability
- Food and medical care for domestic animals
- Clear guidelines should be communicated to owners (e.g. how much food to bring, if kennel cases are required, etc.)
- Care of individuals always takes priority over the care of domestic animals

In most cases, Emergency Support Services coordinates a pet services function with assistance from local animal shelters and non-profit organizations.

SHELTER-IN-PLACE ORDER

An incident has caused hazardous material to enter the air. Emergency response professionals are requesting that you immediately "Shelter-in-Place" by staying protected indoors until you receive instruction that is it safe to exit the building.

It is important to stay informed of updates through [applicable radio station, television channel, website, social media page].

To Shelter-in-Place:

- Go inside and close [and lock] all windows and exterior doors
- If there is a danger of explosion, close the window shades, blinds, or curtains
- Turn off all fans, heating and air conditioning systems. Close fireplace dampers
- Get your emergency kit and turn on the radio
- Cell phones may be overwhelmed or damaged during an emergency. It is ideal to have a hard-wired telephone in the room you select. If you do not have a hard-wired telephone, bring your cell phone and charger to ensure you have a method to communicate. Call your emergency contact and have the phone available if you need to report a life-threatening condition
- Go to an interior room without windows that is above-ground level, if you can. Because some chemicals are heavier than air, avoid sheltering in basements
- Bring your pets with you, and be sure to bring additional food and water supplies for them
- Use duct tape and plastic sheeting (heavier than food wrap) to seal all cracks around the door and any vents into the room. A wet towel can also be used to create a seal along doors and windows
- Monitor the radio, television, and Emergency Info BC online until you are told by local officials all is safe or you are told to evacuate

DO NOT leave your building or home until you receive notification that the danger has passed.

The hazardous material is toxic. The signs and symptoms of overexposure are as follows: _____. If you have any of these signs or symptoms and the order to shelter in place is still in effect, contact medical help by telephone at: _____. If the shelter in place order has been rescinded, seek immediate medical help at the following location: _____. If the situation is life-threatening or you are unable to move, dial 911 or the emergency response number in your area.

APPENDIX L: LEGAL AUTHORITIES

Emergency Program Act, Section 12(1) and 9(1)	Permits the head of a Local Authority to declare a state of local emergency, and that allows the local authority to order an evacuation should it be necessary. Permits the Solicitor General to order an evacuation if a state of emergency is declared.
Fire Services Act, Section 25	25 (1) If an emergency arising from a fire hazard or from a risk of explosion causes the fire commissioner to be apprehensive of imminent and serious danger to life or property, or of a panic, the fire commissioner may immediately take the steps he or she thinks advisable to remove the hazard or risk. (2) For the purposes of subsection (1), the fire commissioner may evacuate a building or area, and may call on the police and fire prevention authorities who have jurisdiction to provide assistance.
Public Health Act , Section 28 (1), 29 (2) (a), 31 (1), 31 (2) (b) (ii)	28 (1) If the circumstances described in section 27 [when orders respecting infectious agents and hazardous agents may be made] apply, a medical health officer may order a person to do anything that the medical health officer reasonably believes is necessary for either or both of the following purposes: (a) to determine whether an infectious agent or a hazardous agent exists, or likely exists; (b) to prevent the transmission of an infectious agent or a hazardous agent. 29(2a) A medical health officer may order a person to remain in a specified place, or not enter a place. 31(1) If the circumstances described in section 30 [when orders respecting health hazards and contraventions may be made] apply, a health officer may order a person to do anything that the health officer reasonably believes is necessary for any of the following purposes: (a) to determine whether a health hazard exists; (b) to prevent or stop a health hazard, or mitigate the harm or prevent further harm from a health hazard; (c) to bring the person into compliance with the Act or a regulation made under it;

	(d) to bring the person into compliance with a term or condition of a licence or permit held by that person under this Act. 32(2) (b) (ii) A health officer may issue an order under subsection a person who has custody or control of a thing, or control of a condition, that is not in compliance with the Act or a regulation made under it, or a term or condition of the person's licence or permit.

Environmental Management Act, Section 91.4, 91.2 (2)(c)	91.4 (1)The government may carry out actions described in section 91.2 (2) *[responsible persons — spill response]* if an officer considers that
	(a) a spill has occurred or there is an imminent risk of a spill occurring,
	(b) action is necessary to address a spill or the risk of a spill or to resolve or mitigate long term effects of a spill, and
	(c) one or more of the following apply:
	      (I)there is no responsible person in relation to the spill;
	      (ii) an officer has reasonable grounds to believe that
	      government action is required to safeguard the environment,
	      human health or infrastructure;
	      (iii) the responsible person in relation to the spill requests that
	      the government assist with spill response and recovery actions.
	
	91.2 (2) (c)identify and evaluate the immediate risks to and impacts on the environment, human health or infrastructure and, as necessary,
	      (i) advise persons to take protective action in relation to the
	      spill,
	      (ii) protect infrastructure, and
	      (iii) protect, recover and restore the environment;

Oil and Gas Activities Act (OGAA), Section 51	Access restricted or prohibited 51 (1) An official, by order, may restrict or prohibit, in a manner prescribed by regulation, access to a public area, including a highway, road, resource road, and railway, if the official is of the opinion that the restriction or prohibition is necessary because of hazardous conditions resulting from an oil and gas activity. (2) If an official issues an order under subsection (1), the commission must confirm the order in writing within 24 hours or the order ceases to be effective.
Wildfire Act, Section 11, 13 and 14	(11) If the minister considers it necessary or desirable to limit the risk of a fire, to address a public safety concern or to avoid interference with fire control, the minister by order may designate a specified area as a

	restricted area for a specified period.
	Requirement to leave specified area
	13 (1) If the government is engaged in fire control, an official by order may require all persons in an area specified by the official to leave the area.
	(2) Each of the persons that is the subject of an order under subsection (1) must comply with the order.
	(3) An order under subsection (1) may be different for different categories of persons.
	Notice of orders under sections 10 to 13
	14 (1) Despite section 63, notice must be given in accordance with this section of an order made under any of sections 10 to 13.
	(2) The notice required under subsection (1) is sufficiently given to all persons in or near the applicable specified area under sections 10 to 13 if the notice includes a copy of the order or contains particulars or a summary of the order and is
	(a) posted in or near the specified area,
	(b) published in or near the area in a manner that the official giving the notice considers will come to the attention of persons in or near the specified area, or
	(c) broadcast in a manner that the official giving the notice considers will come to the attention of persons in or near the specified area.
	(3) Without limiting subsection (2), a notice under any of sections 10 to 13 is sufficiently given to any person if the notice includes a copy of the order or contains particulars or a summary of the order and is delivered to the person.
Indian Act, Section 81	81 (1) The council of a band may make by-laws not inconsistent with this Act or with any regulation made by the Governor in Council or the Minister, for any or all of the following purposes, namely,
	(a) to provide for the health of residents on the reserve and to prevent the spreading of contagious and infectious diseases;
	(b) the regulation of traffic;

APPENDIX M: RESOURCE LINKS

Resource	URL
BC Emergency Management Systems Guide (BCEMS)	*https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/emergency-management-bc/bcems*
EOC Communications Toolkit	*https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/local-government/local_gov_communications_toolkit.pdf*
Declaring a State of Local Emergency in British Columbia	*https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/embc/policies/declaring_a_state_of_local_emergency_in_bc_jan_2019.pdf*
EMBC Emergency Operations Centre Operational Guidelines	*https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/local-emergency-programs/guidelines*
EMBC Regional Office	*https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/contact-us*
Emergency Support Services (formerly Emergency Social Services) Field Guide	*https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/ess/field-guide/essfieldguide.pdf*
EOC Expenditure Authorization Form (EAF)	*https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/local-government/eoc-forms/eoc_expenditure_authorization_form.pdf*
Evacuee Living Assistance Guidelines	*https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/embc/policies/503_evacuee_living_assistance_annex_-_guidelines_aug_2016.pdf*
Financial Assistance for Emergency Response and Recovery Costs	*https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/local-government/financial_assistance_guide.pdf*
Host Community Response Costs	*https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/local-government/emergency_management_bc_-_host_community_response_costs_memo.pdf*
Introduction to the Incident Command System	*https://www2.gov.bc.ca/assets/gov/environment/air-land-water/spills-and-environmental-emergencies/docs/intro-ics.pdf*
Local Authority Emergency Management Regulation	*http://www.bclaws.ca/civix/document/id/lc/statreg/380_95*
Managing Access to Areas Under Evacuation Order	*https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/managing_access_to_areas_under_evacuation_order.pdf*
Ministry of Agriculture Livestock Relocation	*https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/business-market-development/emergency-preparedness/livestock-relocation*
Provincial Support for Livestock Relocation During an Emergency, EMBC Policy 2.01	*https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/embc/policies/201_provincial_support_for_livestock_relocation_policy_aug_2016.pdf*

For advice and assistance with an evacuation, contact EMBC's 24/7 Emergency Coordination Centre at 1-800-663-3456 and request to speak with the Regional Duty Manager for your region, or PREOC, if activated.

APPENDIX N: EMBC CONTACT INFORMATION

All phone calls should be directed to the Emergency Coordination Centre at 1-800-663-3456

EMBC Region	Email Address
Central Region (CTL), Kamloops	preoc3.ops1@gov.bc.ca
Northeast Region (NEA), Prince George	preoc5.ops1@gov.bc.ca
Northwest Region (NWE), Terrace	preoc6.ops1@gov.bc.ca
Southeast Region (SEA), Nelson	preoc4.ops1@gov.bc.ca
Southwest Region (SWE), Surrey	preoc2.ops1@gov.bc.ca
Vancouver Island Region (VIR), Victoria	preoc1.ops1@gov.bc.ca

This map is only an approximation. The EMBC Regions are based on the existing boundaries of regional districts, and EMBC Regions incorporate the following regional districts:

Vancouver Island	South East	Central
Capital	Kootenay Boundary	Thompson - Nicola
Cowichan Valley	Central Kootenay	Okanagan - Similkameen
Nanaimo	East Kootenay	Central Okanagan
Alberni - Clayoquot	Columbia - Shuswap	North Okanagan
Powell River	*(less the area including the*	District of Lillooet
Comox Valley	*communities of: Anglemont,*	Columbia - Shuswap
Strathcona	*Falkland, Salmon Arm*	*(only the area including the*
Mount Waddington	*District, Sicamous, Canoe,*	*communities of: Anglemont,*
	Malakwa, Sorrento, Tappen)	*Falkland, Salmon Arm,*
		Sicamous, Canoe, Malakwa,
		Sorrento, Tappen)
North East	**North West**	**South West**
Northern Rockies	Stikine	Sunshine Coast
Peace River	Kitimat - Stikine	Squamish - Lillooet
Fraser - Fort George	Bulkley - Nechako	Greater Vancouver
Cariboo	Skeena - Queen Charlotte	Fraser Valley
Central Coast		

For advice and assistance with an evacuation, contact EMBC's 24/7 Emergency Coordination Centre at 1-800-663-3456 and request to speak with the Regional Duty Manager for your region, or PREOC, if activated.