

Amending an Evacuation Order Checklist for Local Authorities and First Nations

The whole or any part of a previously issued evacuation order can be amended by repealing and replacing the original order with a new one that supersedes the original. Amended evacuation orders must explicitly state that the original evacuation order is superseded by the amendment and should reference the original order number.

The checklist below is a recommended approach to amending an evacuation order. For regional districts, municipalities, and Modern Treaty Nations, some of the steps described below relate to powers, or duties, under the *Emergency and Disaster Management Act*. For more details and further considerations see the **Evacuation Operational Guide**, [located on EMCR's Local Emergency Resource Operations](#) webpage. Other First Nations may wish to follow these steps, as applicable, on a voluntary basis.

1. Consult with the subject matter experts, and adjacent local authorities and Indigenous governing bodies as required under the Act to determine if an evacuation order needs to be amended.
 - Whether the evacuated area is expanded or reduced, ensure consultation with any affected local authorities and Indigenous governing bodies happens as required under the Act.
2. As part of the consultation with Indigenous governing bodies and adjacent local authorities in accordance with the Act, provide them with notice of the details of the intended action and, if applicable, any arrangements being made for evacuated individuals. If the evacuation order will impact Modern Treaty Nation lands or people, obtain their consent to amend the evacuation order.
3. Notify the policy group (e.g., council/board/band council) and first responder agencies.
4. If needed, request assistance to perform evacuation notifications (e.g., from first responders or other identified groups such as Ground Search and Rescue).
5. Issue a written evacuation order that:
 - repeals the original evacuation order, as it will supersede it; and
 - clearly identifies how the original evacuation order is changing (e.g., an expanded geographic boundary) and that this amended order replaces the original order.

The information in this document is for your convenience and guidance only. It is not legal advice or a replacement for the legislation.

6. Notify the impacted area of the amended evacuation order (e.g., through social and traditional media, door-to-door, automatic notification systems, etc.). If you have an active BC Emergency Alert, you may have to contact your EMCR Provincial Regional Emergency Operations Centre (PREOC) to amend or cancel the alert.
7. Email a copy of the amended evacuation order to your EMCR PREOC.
8. Publish the executed order online as soon as reasonably practicable.
9. Consider how to best support any new evacuees using Emergency Support Services either within the affected community or a host community.

For immediate assistance with an evacuation, contact EMCR's 24/7 Emergency Coordination Centre at 1-800-663-3456 and ask to speak with the Regional Duty Manager for your region.

Resource: an Amended Evacuation Order template is available on EMCR's [Local Emergency Response Operations webpage](#).

More information:

Online: gov.bc.ca/emergencymanagementact

Email: modernizeEM@gov.bc.ca

For specific inquiries, contact your EMCR PREOC.

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