



# EMERGENCY SUPPORT FUNCTION #15

## EVACUATION ANNEX

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### PRIMARY AGENCY:

State: Department of Public Safety

### SUPPORT AGENCIES:

State: Division of Emergency Management  
National Guard  
Department of Health Services  
Department of Transportation

Local: County/local governments

Volunteer: American Red Cross  
Arizona Voluntary Agencies Active in Disasters  
Critical Incident Stress Debriefing Network - Arizona Chapter

## I. INTRODUCTION

### A. Purpose:

Describe the organization, assign responsibilities and specify the actions required to conduct emergency evacuation of an area affected by an emergency/disaster.

### B. Scope:

1. The scope of activities covered in an evacuation may be limited to a small segment of a community due to a hazardous materials incident, flooding or law enforcement incident. Evacuation may be expanded to include an entire community or even an entire county.
2. Guidance for evacuation in case of a fixed nuclear facility incident, is contained in the Fixed Nuclear Facility Emergency Response Off-Site Plan (see ESF # 18).

## II. SITUATION AND ASSUMPTION

- A. Evacuation of the affected area may be the most effective means of safeguarding lives.

- B. Individuals and families may be deprived of food, clothing, shelter and medical services. Families may become separated and unable to locate each other. Individuals may have serious personal or psychological problems requiring specialized social services.
- C. Counties/cities/towns could become the evacuated area or the sheltering community.
- D. The need to evacuate or shelter emergency/disaster victims may vary from only a few persons/families to a mass evacuation.

### **III. CONCEPT OF OPERATIONS**

#### **A. Local Government**

1. Will establish procedures to identify the emergency/disaster area, warn public, establish evacuation routes, provide transport, identify shelter areas, control access of affected area, provide an orderly and safe return to the affected areas and mutual aid.
2. The first responder agency, usually law enforcement or fire, will assess the situation and advise supervisory officials. These officials will decide a course of action and implement evacuation of the affected area.

#### **B. County Government**

1. Establish procedures to identify the disaster area located within the unincorporated areas. Warn the public, establish evacuation routes, provide transportation, identify shelter areas, control access to the affected area and provide for an orderly and safe return.
2. If the situation and time elements are critical, the responding sheriff's deputy or on-scene fire official will initiate an evacuation and identify a location for evacuees to assemble.
3. If the situation is of such magnitude and/or time permits, the senior elected official of the county will be notified of the situation and will decide the course of action.

#### **C. State Government**

State government will assist in traffic control on state or federal highways. The SEOC may be activated to provide direction, control and resource assistance.

1. Department of Public Safety (DPS) will assist in traffic control and security of the evacuated areas.
2. Department of Transportation (ADOT) will assist in providing and staffing roadblocks.
3. Other state agencies will provide assistance as requested by the SEOC.

#### **D. Private/Volunteer Agencies**

Private/volunteer agencies such as the American Red Cross (ARC), Arizona Voluntary Organization Active in Disaster (AzVOAD) and Salvation Army, will provide sheltering, feeding and medical care. AzVOAD is composed of volunteer agencies located throughout the state. The Salvation Army can provide assistance with feeding and clothing.

### **IV. ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

#### **A. Local/County Government**

1. The decision to implement an evacuation will be made by the executive head of government in coordination with law enforcement, fire and emergency management officials.
2. If time does not permit, the first responder will initiate the evacuation and notify public officials as soon as possible.
3. People within the affected area will be notified of the emergency/disaster and instructed on what actions to take.
4. Evacuation routes will be identified and established by law enforcement personnel in coordination with the executive head of government, fire and emergency management officials.
5. Shelter facilities and safe areas will be identified by the county/community emergency management director in coordination with school districts, ARC, parks and recreation, churches and local volunteer groups. Assistance agreements for possible use of schools and churches for shelter purposes should be prepared. Law enforcement and fire officials should be familiar with the designated shelter facilities and safe areas to more readily assist evacuees (see ESF #6).
6. Primary modes of transportation for evacuees will normally be privately owned vehicles. Additional transportation resources will be identified by the local emergency management director in coordination with school districts, public works departments, ARC and local volunteer groups. Consideration in developing additional resources must include transportation requirements for the disabled, hospitals, nursing homes, schools, jails, etc.
7. Consideration must be given to ensuring that special needs persons, i.e., non-English speaking, elderly, physically or mentally disabled, etc., are identified, located and evacuated from the danger area.
8. Access control and security will be provided by local law enforcement. Law enforcement will also coordinate access control resources of the local highway department/public works and the county engineer. Protection of responders in the evacuated area must be of the highest priority.
9. Reentry to an affected area will be permitted only when the area has been declared safe by appropriate officials.

## **B. State Government**

1. **ADEM** will:
  - a. Activate the SEOC to provide coordination and resource support if required/requested.
  - b. Assume operational responsibility if the evacuation involves other states according to the Southwestern Caucus - Interstate Civil Defense and Disaster Compact.
  - c. Maintain documentation of all operational expenses.
2. **National Guard** will provide assistance as required.
3. **Department of Health Services** will assist county health departments in providing health services to the evacuees (see ESF #6) and;
4. **DPS** will:
  - a. Assist local jurisdictions with traffic control and security of the evacuated area.
  - b. Coordinate with ADOT on Emergency Highway Traffic Regulation (EHTR) procedures.
5. **ADOT** will:
  - a. Assist local jurisdictions with access control resources.
  - b. Coordinate with DPS on the establishment of EHTRs.

## **C. Volunteer Agencies**

1. **ARC** will:
  - a. Provide shelter services, i.e., sheltering, feeding, minor health care, locator services, counseling, etc (see ESF #6); and
  - b. Coordinate clothing, health services, etc., with other local volunteer organizations.
2. **Critical Incident Stress Debriefing Network (Arizona Chapter)** may:
  - a. Assist the ARC with critical incident stress debriefing in shelters or reception and care centers (see ESF #6); and
  - b. Coordinate follow-on treatment.