



**HOLIDAY PARK**

RESORT COMMUNITY

# EVACUATION PROCEDURES

Reviewed  
By  
Kelowna Fire Department

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# HOLIDAY PARK EVACUATION PLANS

## 1. PURPOSE:

- a. Provide recommendations to Holiday Park Residents intended to ensure a safe and speedy evacuation of Holiday Park residents during any **Emergency Situation, Evacuation Alert** or **Evacuation Order**.
- b. Provide recommendations to help Holiday Park Residents intended to help them prepare and organize should any such **Emergency Situations** occur.

## 2. DEFINITIONS REGARDING EMERGENCY SITUATIONS:

- a. **Sudden and Unexpected**: Incidents such as an airplane crash, building fire, flood, or propane tank explosion that may require residents to evacuate.
- b. **Evacuation Alert**: When authorities provide residents advance notice of a potential hazard that may require eventual evacuation from the area.
- c. **Evacuation Order**: Authorities issue a statement that requires residents to leave Holiday Park as soon as possible.
- d. **Authorities**: Public officials, such as police, medical personnel, and fire-fighters, but also Holiday Park employees and volunteers deemed to be authorized to provide direction to residents.

## 3. PROCEDURES:

- a. Call 911 if emergency services are required.
- b. In event of a **Sudden and Unexpected incident**, call Holiday Park Security or the Front office and advise them of the situation.
- c. When an evacuation is underway, Authorities will be in place to direct people accordingly. Please follow their directions and in addition, help those that may need assistance. Authorities may direct residents to vacate the park in their vehicle, by golf cart, or on foot, or use of prearranged transportation, depending on the situation.
- d. In event of an **Evacuation Alert**, begin organizing and planning for a possible Evacuation Order that could require departure from the Resort. An Evacuation Alert is the time to arrange for alternative housing and if possible, leave Holiday Park until it is safe to return. It is imperative that if possible, residents NOT wait for an Evacuation Order to be issued before leaving Holiday Park. **NOTE: IF YOU DO NOT LEAVE HOLIDAY PARK AT THIS TIME, YOU MAY NOT BE ABLE TO DEPART IN YOUR PERSONAL AUTOMOBILE SHOULD AN EVACUATION ORDER BE GIVEN.**

- e. In the case of an **Evacuation Order**, Authorities will be in place to direct the departure of residents from Holiday Park. Please follow their instructions in an orderly and speedy departure from the resort. Authorities may direct residents to vacate the park in their vehicle, by golf cart or bicycle, or on foot, or use of prearranged transportation, depending on the situation. NOTE: Due to the emergency nature of an Evacuation Order, there is the possibility that personal vehicles will not be permitted for use and you may be required to vacate the Resort without your vehicle.

#### **4. PREPARATION PRIOR TO AN EVACUATION ORDER:**

- a. Gather items you will need to take with you. Some examples are:
  - i. Passport, driver's license, health card, wallet/purse, credit cards, cell phone, address book, prescriptions, naturopathic items, financial/mortgage documents, legal records – wills, personal directives, insurance documents for your house/vehicles, etc.
  - ii. Animal health records, beds, food, prescriptions, toys, collars/harness, food, leashes, water dishes.
  - iii. Food and water for your impending journey.
- b. Notify relatives and friends of your plans for departure so that they know where you will be going.
- c. Shut off your furnace, propane tanks, air conditioning, water, and close all windows.
- d. Tie a bright colored towel to your front doorknob designating that you have evacuated your premises.
- e. Follow any other instructions provided to you by Authorities.
- f. In event that you need assistance, contact Holiday Park, Authorities, or ask neighbors, friends, family.
- g. Utilize the “buddy system” and work with a friend, relative, or neighbor to assure that all residents vacate the resort in an orderly, calm, speedy, and efficient manner.
- h. Check your email for notices from Emergency Services or seek out personnel on site that will provide directions for evacuation. This may include designated meeting places, methods of transportation, and possible exit locations.
- i. Check media and social media as sources for updates.

#### **5. Evacuation Expectations and Obligations:**

- a. Try to remain calm and proceed in an orderly fashion as directed by authorities.
- b. Proceed as directed to a meeting place designated by Authorities.
  - i. On foot,
  - ii. Golf cart or bicycle,

- iii. Public transportation,
- iv. Personal vehicle

Remember that Authorities will provide instructions on how you may depart Holiday Park and your eventual destination. *If you have **not evacuated the Resort by the time an Evacuation Order is provided**, you may **not be able to depart using your personal vehicle**.*

- c. Holiday Park Management, staff, and volunteers are not responsible or obligated to assure that residents vacate the resort as recommended or required by Authorities. It is essential that all residents prepare for departure in advance of such situations occurring and anticipate that their personal needs be attended to without interruption or disruption. Failure to address your personal needs in such situation is the sole responsibility of the resident.
- d. If you are unsure of where to go during an Evacuation Order, attempt to make it to “Muster Point” on Jim Bailey Road that is located east of the Okanagan Rail Trail and look for further direction and assistance at this locale

## 6. First Aid and Medical Assistance:

- a. Authorities will be available to assist as needed should residents require help.
- b. A First Aid station will be set up at the carded gate exit next to the Parking Lot on the East side of the resort.
- c. Authorities may elect to arrange for alternative First Aid services at their discretion.

## Emergency Support Services (ESS) Reception Centre - Kelowna

- i. Hours: 10:00 AM to 6:00 PM
- ii. Phone: 250-469-8490 or visit [www.cordemergency.ca](http://www.cordemergency.ca)

## Evacuee Registration

If you have been evacuated from your community due to wildfires, you should register with Emergency Support Services (ESS) whether you need the support or not. This will help ensure that your loved ones and communities know where you are and know that you’re safe.

### Step 1

Self-register online at [ess.gov.bc.ca](http://ess.gov.bc.ca). If you require assistance with self-registration, you can ask for help by calling the Emergency Support Services Info Line.

### Step 2

Proceed to the nearest Reception Centre or register on line to complete the ESS registration. You will also be asked to complete a needs assessment to determine what short-term supports you require (e.g. food, lodging, clothing and incidentals).

**Tip:** After you register, you may receive calls from unlisted numbers regarding your evacuee registration. Make sure your voicemail box is not full so ESS volunteers can leave a message.

## **Links to Evacuation Preparedness:**

### **Emergency Info BC**

<https://www.emergencyinfobc.gov.bc.ca/>

### **Get Prepared for a Wildfire in British Columbia**

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/preparedbc/know-your-hazards/wildfires>

### **Prepared BC**

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/preparedbc>

### **Emergency evacuee guidance during COVID-19**

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/emergency-response-and-recovery/emergency-evacuees#stages>

### **Information for people affected by wildfires**

<https://www.emergencyinfobc.gov.bc.ca/wildfires-2021/#orders-alerts>

### **Getting Ready Before a Wildfire**

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/preparedbc/know-your-hazards/wildfires/before-wildfire>

### **Build a household emergency kit and grab-and-go bag**

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/preparedbc/build-an-emergency-kit-and-grab-and-go-bag#grabandgo>

### **Central Okanagan Emergency Operations**

<https://www.cordemergency.ca/>