City of Victoria Evacuation Plan
Last Revised: March 31, 2020

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Glossary of Terms and Acronyms

Assembly Area	Local buildings, well known entertainment spots, parking lots, or parks where residents and employees affected by an emergency will be instructed to report to, and from which they will be given further direction, instructions, or assignment to a Reception Centre.
Group Lodging Facility	A location or structure where evacuees are sheltered during an emergency or disaster on a temporary basis.
Reception Centre	The site where evacuees are received, and from which Emergency Support Services (ESS) are administered and provided.
Shelter-In-Place	Where appropriate, people may remain in a structure or facility until the danger has passed. Some protective measures may be required, depending on the nature of the threat (e.g., closing windows, doors, and ventilation)
Strategic Evacuation	An evacuation that allows time for formal documentation to be issued. A strategic evacuation usually requires the declaration of a State of Local Emergency. This type of evacuation is usually ordered through an Emergency Operations Centre (EOC) under the authority of the EOC Director, as delegated by the Mayor and Council.
Tactical Evacuation	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. The legal authority to order a tactical evacuation rests with several statutes depending on the type of hazard causing the evacuation.

Acronyms

BCEMS	British Columbia Emergency Management System
CANUTEC	Canadian Transport Emergency Centre (for dangerous goods)
CI	Critical Infrastructure
EAF	Expenditure Authorization Form
ECC	Emergency Coordination Centre (EMBC)
EMBC	Emergency Management BC
EOC	Emergency Operations Centre
ESS	Emergency Support Services
GSAR	Ground Search and Rescue
HEMBC	Health Emergency Management British Columbia
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
MoTI	BC Ministry of Transportation and Infrastructure
PREOC	Provincial Regional Emergency Operations Centre
SoLE	State of Local Emergency
VicPD	Victoria Police Department

Annex E – Evacuation Plan
City of Victoria

March 31, 2020

Overview of Evacuations

Overview	This generic evacuation plan guides the Victoria Emergency Operations Centre (EOC) and site Incident Command Team when developing hazard-specific plans for removing citizens from areas of risk. Such actions may be necessary for life safety and personal security in some types of emergency.
	Scope of Evacuation Plan
	This Evacuation Plan advises the Victoria EOC, as well as assisting and cooperating response partners, in the conduct of strategic evacuations within the legal jurisdiction of the City of Victoria.
	The evacuation policies and procedures offered in this plan reflect the distinction between "tactical" evacuations and "strategic" evacuations.
	• Tactical Evacuations – These actions are typically required immediately to protect persons in high risk zones, and are undertaken by first responders without the support of the site support level (i.e., an EOC). As such, the scope of this plan does not include direction or procedures for tactical evacuation.
	• Strategic Evacuations – If and when an Incident Commander requires assistance with any evacuation, the EOC will be activated to coordinate a strategic evacuation. At times, a tactical evacuation may evolve into a strategic evacuation. This Evacuation Plan focuses on the objective of and set of activities needed to remove persons from hazardous areas for a substantial period, under the management of the EOC Director.
	Planning Assumptions
	Evacuation planning considered the following assumptions:
	• The City is responsible for public evacuations within its jurisdiction, with possible cross-border impacts and actions requiring coordination with neighbouring municipalities and the Capital Regional District.
	• This plan does not address the potential need for a regional or sub-regional evacuation.
	• Scenarios where the entire municipality must be evacuated fall outside the scope of this Evacuation Plan.

	- Some large-scale emergencies, such as earthquake and pandemic, will not require evacuation orders and lie outside the scope of this Plan. - Routes available for evacuation by vehicle may include the full road network for the affected area, with consideration of hazards at the time. The BC Ministry of Transportation and Infrastructure (MoTI) is responsible for provincial highways, which constitute part of the City's road network. During an evacuation, the EOC will contact MoTI to advise them to work with City transportation staff. - The EOC Director is delegated the powers for evacuation once the Council or Mayor declares a State of Local Emergency. - The EOC Director is authorized to apply the methods of Evacuation Alert, Evacuation Order, and Shelter-in-Place in any combination during any incident on the advice of the Incident Commander and/or subject matter expert (SME) for the hazard. The Evacuation Plan assumes links with the following related documents: - City of Victoria Emergency Plan, 2018 - BC Emergency Management System (BCEMS), 2016 - Emergency Management BC Evacuation Operational Guide for First Nations and Local Authorities in British Columbia, 2019
Hazards and Vulnerabilities	**Hazards Requiring Strategic Evacuation** Following a review of the Victoria Community Risk Assessment, the City determined that the hazards most likely to require a strategic evacuation include the following: - **Hazardous Material Release** – Higher risk areas for the release of hazardous materials include bulk storage facilities and the road transportation of dangerous goods. Industrial areas near Victoria Harbour include the risk of hazardous material release. Toxic smoke from large structural fires present similar risks. - **Police Actions** – Some security and public safety responses by police may require a large-area evacuation over a long time period. Some bomb threats fall into this category. - **Storm Surge** – Coastal areas are subject to storm surge conditions that, combined with high tides, could lead to localized shoreline flooding and impacts on marinas. - **Tsunami** – Scientists recommend that Victoria residents within 4 metres elevation above the normal highest tide along the shoreline plan for evacuation. This risk area includes several residential communities, as well as marinas, docks and ferry terminals.

	Other incidents may require the Incident Commander to request support from the EOC with evacuations. This Evacuation Plan provides the flexibility necessary to adapt to these and other situations.
	Vulnerabilities in an Evacuation
	In planning appropriate response to the hazards noted above, the City identified occupancies that are particularly vulnerable in emergencies that require an Evacuation Order or Shelter-in-Place Advisory.
	These properties may need extra time, special equipment, or personnel to evacuate to safety, or places that may need special Shelter-in-Place procedures.
	Some properties are particularly vulnerable during evacuations due to the presence of: • The very young, very old, or infirm • Confined or isolated • High density, crowds • Language barriers (non-English speaking) • Persons with disabilities
	Categories of vulnerable occupancy include the following, with examples for the Victoria community: • Accommodation (e.g., large, multi-family buildings) • Business (e.g., high-density work populations) • Community Facility (e.g., recreation centre) • Confined, isolated population (e.g., marinas, homeless shelters) • Education (e.g., childcare centres, schools) • Place of worship (e.g., church, synagogue, mosque, assembly) • Retail (e.g., shopping areas) • Tourist Centre (e.g., ferry terminal, cruise ship)
Authority to Order Evacuation, by Threat	Authority for evacuating Victoria residents rests within several sources, depending on the nature of the threat, as summarized in the following table.

Threat	Authority to Order Evacuation
Wildland-Urban Interface Wildfire	BC Fire Commissioner BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development Mayor and Council
Hazardous Materials, Toxic Smoke	Fire Chief BC Fire Commissioner Mayor and Council Island Health BC Ministry of Health

Storm Surge	Mayor and Council
Tsunami	Mayor and Council Province

Authority for ordering or advising on public actions may rest with one of several entities, including:

Mayor or Council – Section 12 of the *Emergency Program Act* enables the Victoria Mayor or Council to declare a State of Local Emergency to gain the power to order an evacuation of all or part of the municipality for specific threats.

Victoria Police Department – The Victoria Police (VicPD) is authorized to close roadways to protect citizens. VicPD has the authority to enforce evacuation orders, but they do not initiate strategic evacuations without a Declaration of State of Local Emergency by Mayor and/or Council.

BC Ministry of Forests, Lands, Natural Resource Operations & Rural Development – If the government is engaged in fire control, Section 13 of the *Wildfire Act* allows a ministry official to order all persons in an area specified by the official to leave the area.

BC Ministry of Health – Sections 28 and 29 of the BC *Public Health Act* allows any medical health officer to order any person to remain in a specified place, or not enter a place.

BC Solicitor General – Section 9 of the *Emergency Program Act* allows the Solicitor General to order an evacuation if a Provincial State of Emergency is declared.

BC Fire Commissioner – Section 25 of the *Fire Services Act* enables the Fire Commissioner to evacuate a building or area due to threat from fire or explosion, and may call on the police and fire prevention authorities who have jurisdiction to help.

BC Ministry of Transportation and Infrastructure – Under the *Transportation Act*, Section 61, the Minister of Transportation and Infrastructure is allowed to close provincial highways for the protection of persons using the route, or to enable traffic that is allowed to access the provincial public highway to be handled safely and expeditiously.

Evacuation Policies	The City of Victoria recognizes that evacuations may impose hardships on community members, and may present unintended impacts. The municipality will make every effort to balance the rights of individuals to protect their property and financial values with the community desire to prevent personal injury. Therefore, it is the policy of the City of Victoria to: • Only order an evacuation when and where lives are threatened and where evacuation could potentially prevent injury and death. • Notify community members of potential evacuation as early as possible and to advise on appropriate preparations.

	• Permit temporary access to areas subject to Evacuation Order for essential functions, such as operating essential services, under provisions specified by the Incident Commander to ensure safety.
	• Return evacuees to their homes and businesses as soon as possible, considering the hazards they may face.
Three Phase Evacuation Process	The City of Victoria adopts the three-phase evacuation process recommended by Emergency Management British Columbia. The three phases are:
	1 Evacuation Alert
	A. An Evacuation Alert may allow for the population at risk to prepare for an evacuation order, and to voluntarily leave the affected area.
	B. In some instances, an Evacuation Order is immediate, and no Evacuation Alert is given.
	2 Evacuation Order
	A. Under an Evacuation Order, the population at risk is ordered by the EOC to evacuate the area. This is an order and, as such, does not allow for discretion on the part of the population at risk. They must leave the area immediately. VicPD will enforce evacuation orders.
	B. A statement must be included in all bulletins, pamphlets, warnings and orders that makes it clear that, while the evacuation order is in effect, the area in question will be secured.
	C. In some limited situations approved by the Incident Commander and the EOC Director, evacuated residents may gain temporary access to the area.
	3 Evacuation Rescind
	A. An evacuation order is usually rescinded when the Incident Commander determines conditions are safe for citizens to return.
	B. The EOC Director may rescind an evacuation alert or order when threats to an area have diminished to acceptable levels of risk. The terms "lifted" or "ended" may be used as plain-language alternatives to "rescind," as in "the Evacuation Order has been lifted."
	Shelter-in-Place
	In addition to the three formal phases of the evacuation process, the City recognizes the potential need for a Shelter-in-Place Advisory. This step advises the public to remain within the building they are currently in or to find refuge in the nearest safe building. This advisory is generally used to enhance protection during such incidents as chemical spills and police incidents.

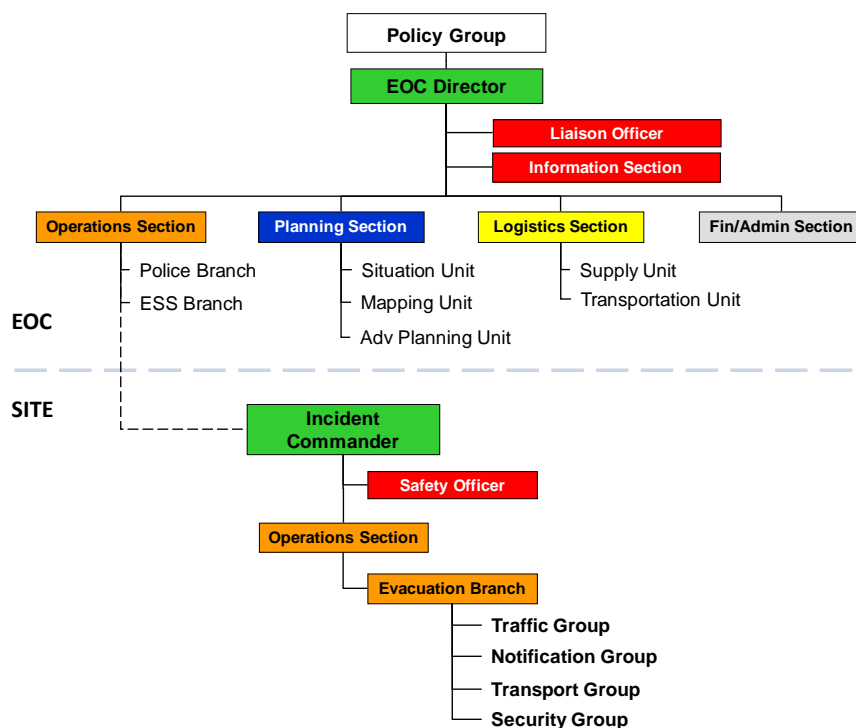|	
Determining the Need for Evacuation, Sheltering in Place	The Incident Commander is responsible for advising the EOC Director on the need for an evacuation alert, order, or shelter-in-place based on information about current or impending threats. These public safety methods may be used in combination. The Incident Commander determines the specific geographic area and recommended evacuation routes to safety. The City of Victoria may request and contract for the assistance of a subject matter expert to confirm advice on evacuations. If the Incident Commander considers that the threat to public health and safety is urgent, he or she may direct an immediate "tactical" evacuation and pursue written authorization for a "strategic" evacuation according to the Emergency Program Act as soon as reasonably practicable. Sheltering-in-place involves directing individuals within an area to stay within the building they are in, or to immediately find refuge in the closest safe building. Sheltering-in-place is an official advisory, a recommended protective measure from the City of Victoria, when determined to be the safest course of action. A sheltering-in-place advisory does not require a State of Local Emergency. Whenever an evacuation alert, evacuation order, or shelter-in-place advisory is contemplated, the City will activate the Victoria EOC, most often at the request of the Incident Commander. Refer to "Decision Guide for Alert, Order, or Shelter-in-Place."
Support for Evacuees	Whether the Municipality or the Province declares an emergency, the City of Victoria is responsible for offering support services in an evacuation, including the following: • <u>Transportation for Those in Need</u> – As a basic principle, neighbours are encouraged to help neighbours escape hazardous situations. The City is responsible for arranging transportation away from danger for persons in need of assistance, where possible and safe to do so. Coordination of transportation falls under the EOC, within the safety limits at the site level as determined by the Incident Commander. • <u>Food, Clothing, Shelter, Medical Care</u> – Citizens who are removed from danger are encouraged to utilize their own resources in seeking food, clothing, and shelter until such time as they can return home. For any evacuee requiring emergency care, the municipality is responsible for coordinating the provision of food, clothing, shelter and medical services to victims of emergencies and disasters. Victoria Council has delegated this role to the Canadian Red Cross to provide Emergency Support Services (ESS), as a member of the Emergency Operations Centre.

Where Evacuees Go	When community members are ordered to evacuate, or when residents evacuate their homes voluntarily, they will be advised of the location of active reception centres. • <u>Within Jurisdiction</u> – If hazards permit, Reception Centres will be activated within the community. • <u>Outside Jurisdiction</u> – When Reception Centres within the community are insufficient, evacuees will be advised to proceed to locations elsewhere within the Capital Region for ESS services. Refer to the checklist for the ESS Branch Coordinator. **Host Communities** When it is not possible to keep evacuees within the City of Victoria, we will ask neighbouring communities to help by providing shelter and care to the evacuees as needed. Through a regional ESS approach, we have established mutual support relationships and communication channels with the District of Saanich, the Township of Esquimalt, and others. Host communities can be reimbursed for eligible costs associated with hosting evacuees from another jurisdiction, as noted in the *Host Community Response Costs* memo located on EMBC's website.

Overall Responsibilities in a Strategic Evacuation	The Victoria Council undertakes the lead role in planning for strategic evacuations, with the contribution and support of internal and external partners.
	
	Overall, municipal staff will attend the EOC to serve in evacuation functions selected by the EOC Director, including the following critical positions:
	• EOC Director
	• Information Officer (or Section Chief for large events)
	• Operations Section Chief
	    o Police Branch Coordinator
	    o ESS Branch Coordinator
	• Planning Section Chief
	    o Mapping Unit Coordinator
	
	External partners will contribute in specific evacuation services, including:
	• Canadian Red Cross for ESS – Reception Centres
	• BC Transit – Site Evacuee Transport Group
	• South Island Pets Team – Pet transport to safety
	
	Refer to the Appendix containing Roles and Responsibilities in Evacuations.

Organizing for Evacuations	All incidents that require public evacuations will apply the Incident Command System (ICS) at the site level. This includes the requirement for an Incident Commander, who reports to the EOC Director, and for all assisting agencies to report to and remain under the direction of the Incident Commander. Evacuations are managed primarily through the Evacuation Branch, when activated. Sector functions within the site Evacuation Branch will be assigned as illustrated in Figure E-1. *Figure E-1. Suggested Site Organization for Strategic Evacuation* Some functions shown in Figure E-1 may be undertaken at the EOC, under the direction and authority of the EOC Director. These could include activities for the EOC Planning Section, Logistics Section, Finance / Administration Section, and Information Officer. The EOC Director is authorized by the City Mayor and Council to implement the powers needed for evacuation.
Site Evacuation Branch for Evacuations	The Evacuation Branch in the site incident organization is responsible for managing all tactics associated with an evacuation. The Evacuation Branch must be provided with enough resources to effectively complete the activities, which may include: • Evacuations (e.g., door-to-door notifications) • Transportation of those in need • Traffic control • Security of evacuated areas

Refer to the evacuation checklist for the site Evacuation Branch Director.

Traffic Control Group – Generally, VicPD will be responsible for traffic control during an evacuation. Mutual aid resources may be utilized to assist if necessary. Routes will be determined based on the location of known hazards and using pre-designated evacuation maps. Working through the PREOC, MoTI will help identify critical regional routes in a community. Road service companies may be contracted to assist with effective evacuation by private vehicles, including towing services, fuel distribution, and roadside repair.

VicPD will provide the Traffic Control Group Supervisor at the site level, with responsibility for traffic control during an evacuation. The Supervisor reports to the Evacuation Branch Director at the site Incident Command team.

Traffic control teams may consist of representatives from VicPD, Victoria Fire, Public Works, and/or other service personnel. Personnel are available through nearby municipalities. Untrained volunteers will not be expected to assist with traffic control due to the dangers involved. A contractor may provide long-term traffic control services.

The Notification Group – Evacuation implementation that requires site personnel will be organized under a Notification Group Supervisor, who reports to the ICP Evacuation Branch Director. Site notification team members may be drawn from the Victoria Police Department, Fire Department, Public Works, or other service providers in the region.

Transport Group – Under the *Local Authority Emergency Management Regulations*, the City of Victoria is required to coordinate the provision of transportation services to evacuees in an emergency, whether that provision is made from within or outside the City.

The Transport Group should have the means for transporting persons needing assistance out of the evacuation area, where possible and safe to do so. Transportation vehicles may be acquired through the site or EOC Logistics Section.

To meet this expectation, the Evacuation Plan organization includes key functions at the EOC and Site level to match needs with resources for evacuee transportation.

Security Group – VicPD will provide the Security Group Supervisor, with responsibility for perimeter control of evacuated areas when an evacuation is ordered. Security resources will patrol evacuated areas if safe to do so, to provide safety for persons who may enter hazardous areas. Site security teams may include VicPD and SAR personnel in the short term, and Commissionaires or contracted security firms for long-term deployment.
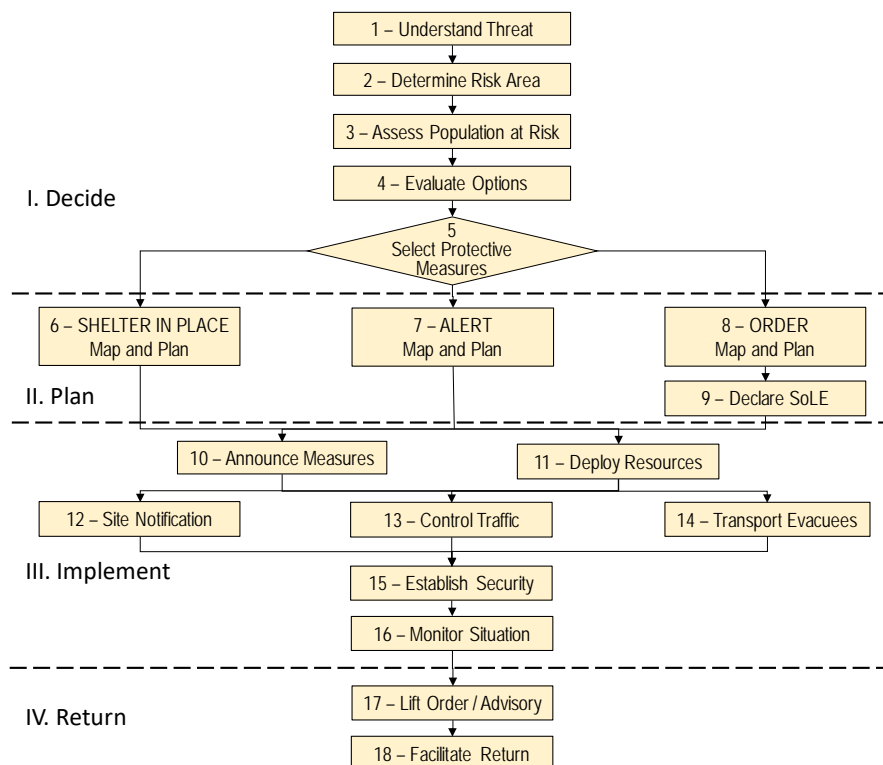
Methods for Public Notification and Evacuation	The *BC Emergency Program Act* requires local authorities to "establish procedures by which those persons who may be harmed or who may suffer loss are notified of an emergency or impending disaster." To meet this requirement, the City has developed a multi-faceted public notification process. Examples include: • Vic-Alert • City website and social media • Commercial broadcast radio and television • Door-to-door visits by authorized personnel • EOC Call Centre for public contact The EOC Director, in consultation with others, will consider each option with the situation in mind before selecting the appropriate action. Refer to "Methods for Public Notification and Evacuation."
Temporary Access to Evacuated Areas	Allowing temporary access into evacuated areas may help evacuees cope with unusual situations and reduce the consequences of an evacuation. However, this service will be considered under extenuating circumstances only, with very limited application. The EOC Director authorizes the process that allows for temporary access. As the person responsible for site safety, the Incident Commander has the primary authority for approving or denying requests for temporary access. Best practice is to allow temporary access only if the Incident Commander specifies that it is safe to do so with appropriate safety measures. The site Safety Officer (or EOC Risk Management Officer) will have the role of explaining the hazards to applicants for the purpose of a waiver, and oversee the hazard description and waiver signature process.
Extraordinary Evacuee Authorization	In an emergency, some individuals may wish to receive services from a Reception Centre, even without a formal Evacuation Alert or Order in effect. Best practice is to only offer Emergency Support Services to residents with addresses within the Alert and Order areas, unless otherwise approved by EMBC. Those who are not eligible for Extraordinary Evacuee Authorization will be directed to non-government organizations for assistance.
Reluctant Evacuees	Regardless of attempts to encourage evacuation, some residents or workers may refuse to leave the evacuation zone when notified. Municipal policy in these circumstances calls for evacuation personnel to visit each household to advise the residents in person, <u>if safe to do so</u>. In general, police personnel are not required to force evacuations. Only in situations of clear and imminent danger, police officers and personnel from the Ministry of Children & Family Development have the authority to take children under age 18 into custody on a case-by-case basis.

Steps in Evacuation

The Evacuation Process	Although every evacuation will differ, the Victoria Emergency Program has developed a general step-by-step process to guide decisions and actions, summarized by the flowchart in Figure E-2.

Figure E-2. Steps in the Evacuation Process

Although these steps and information are presented in a logical flow, the situation will dictate the activities and order of implementation.

| I. Decide on Protective Measures | **1 – Understand Threat**. The Incident Commander will determine the hazard type, and will alert the EOC Director to the potential for a strategic evacuation. In consultation with the appropriate subject matter expert, the EOC Director and Incident Commander seek to understand the threat, including the areas likely impacted, the time available for evacuation, and the impacts on life safety, property, and the environment.

2 – Determine Risk Area. The Incident Commander, EOC Director and subject matter expert determine the area at risk based on the threat type and magnitude. They consider all areas that may be impacted by an advancing hazard, and determine the distance and direction of the threat from the affected population.

3 – Assess Population at Risk. The Planning Section assists an assessment of the population at risk using community and census information to estimate number of evacuees, number of evacuees needing transportation, number of pets, and other special considerations. |
|---|---|

	4 – Evaluate Options. This step brings all information from the previous steps together for the EOC Director, and offers "decision guides" that can advise on the best course of action.
	5 – Select Protective Measures. For appropriate areas, the EOC Director may select a combination of protective measures, considering all risk factors. The Incident Commander may advise altering the measures at any time as risks change. The Incident Commander will communicate such changes to the EOC Director.
II. Plan	**6 – Shelter-in-Place**. The Incident Commander and/or subject matter expert may advise that the threats require an affected population to shelter-in-place. Occupants would remain in the building they are in, or find immediate shelter if outdoors. Planning for shelter-in-place requires a map of the affected area and the means of instructing those at risk.
	7 – Alert. If the EOC Director determines an Evacuation Alert is appropriate for an area, a plan will be assembled that describes the population and the steps they must take to protect themselves. In addition, the Alert area will be depicted on a map that will be shared with the public.
	8 – Order. The Incident Commander and the EOC Director will identify the evacuation routes, bypass routes, and emergency vehicle access routes that will ensure safety, given the nature of the hazards. The ESS Branch will identify the locations of all activated Reception Centres, as well as the facility name, contact, and route instructions. The EOC will prepare maps for the evacuation suitable for public viewing, and prepare electronic versions of maps.
	9 – Declare SoLE. Only an Evacuation Order requires Council to declare a State of Local Emergency. Council must declare a State of Local Emergency to gain the power to order an evacuation, and the EOC Director initiates this step, and informs the PREOC.
III. Implement	**10 – Announce Measures**. The EOC Information Officer publicizes a description of the selected protection measures by multiple means, including Vic-Alert, social media, website, and the news media. For an Evacuation Order, the EOC will publish the decision to declare a State of Local Emergency, with a description and a map of the area. Information for evacuees will include instructions, such as when to go, what to take, and routes to take to reach safety.
	11 – Deploy Resources. The EOC Police Branch Coordinator will mobilize and assign field teams for site services. Personnel may be drawn from a range of internal and external organizations, including other local authorities within the Capital Region, contractors and volunteer groups. Once deployed, all field resources will be under the direct control of the Incident Commander, with the guidance of an on-site Safety Officer.
	12 – Site Notification. Notification will engage Incident Command teams, if possible, to proceed door by door to inform persons of the protective measures. Some areas may be notified to shelter-in-place, while others will be instructed to be on alert or to evacuate.

	13 – Control Traffic. Traffic control actions will account for the selected evacuation routes, and direct vehicle traffic away from hazardous areas. With the assistance of the EOC, the Evacuation Branch will identify and staff key traffic control points. Temporary traffic lights may be installed at some locations. The Police Branch will also arrange for towing services to readily clear disabled vehicles and other obstacles to traffic flow.
	14 – Transport Evacuees. The Police Branch will develop a range of transportation options for those within an evacuation order area who require assistance. Alternative methods include advising evacuees to rely on neighbours, and to walk to designated pickup points for buses or marine vessels. BC Transit can provide heated buses in some areas.
	15 – Establish Security. The Evacuation Branch will provide perimeter security for the area under evacuation order. Personnel will patrol evacuated areas if safe to do so, to provide safety for residents who may wander into the hazard area. All site security personnel ultimately report to the Incident Commander.
	16 – Monitor Situation. The Evacuation Branch is responsible for tracking the progress of the protective measures, and to sweep risk areas if time permits. Notification teams will use flagging tape to indicate the status of properties visited in person. The EOC Planning Section will receive additional reports from traffic control points, Reception Centres, and other points of registration.
IV. Return	**17 – Lift Order / Advisory (Rescind)**. On the advice of the Incident Commander and/or subject matter expert, the EOC Director will "lift" an evacuation order, alert or shelter-in-place advisory, and approve a public message indicating that individual measures have been lifted (rescinded). The Information Officer will prepare and issue media and social media announcements.
	18 – Facilitate Return. With the assistance of the Incident Commander, the EOC will prepare and issue hazard warnings and instructions for returning evacuees. Site teams will clear roadways and return utilities to operation to facilitate re-entry.

Roles and Responsibilities in an Evacuation

SITE LEVEL

- The Incident Commander provides information and recommendations to the EOC on when an Evacuation Alert, Order or Shelter-in-Place advisory needs to be issued.
- If the emergency 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 BAND CHIEF and COUNCIL

- Authorizes States of Local Emergency; Evacuation Alerts, Orders, Shelter-in-Place advisories, and lifting (rescinding) such orders and advisories.
- Maintains availability to the EOC for support, coordination, and/or public engagement as requested by EOC Director.
- Provides policy direction and establishes priorities during all phases of an evacuation, based on recommendations by the EOC Director, or Policy Group.

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

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 EOCs, 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.
- Helps with evacuation route planning and re-entry planning, upon request.
- Aids in executing evacuations by way of resource requests or expenditure authorization for critical resources (e.g., transportation services, security, physical blockades, SAR).
- 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, BC 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 relocation and care of poultry and livestock.
- Provides support to lead agencies, Local Authorities, First Nations, and agriculture producers, including with the planning and implementation of livestock relocation, emergency feeding, sheltering and care.
- Provides support to EOCs, 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 when to lift orders and advisories.
- Assists with delineation and mapping boundaries of recommended Evacuation areas.
- Provides recommendation on safety of temporary access.
- Provides public information regarding Evacuations, in support of and in close conjunction with EOC.
- Maintains consistent and effective communication platforms and structures with EOC 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, BC 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.

ENVIRONMENT, BC MINISTRY OF (ENV)

- Monitors, augments, or takes over the response to hazmat incidents related to evacuations.
- Provides technical advice to EOCs, 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.
- Regarding 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, BC 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 (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 lifting an Evacuation Order, 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).

TRANSPORTATION AND INFRASTRUCTURE, BC 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.
- BC Transit can provide heated buses 24/7 for transporting evacuees.
- 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 lifting an Evacuation Order, works closely with EOC to establish timing of repatriation, and ensuring transportation infrastructure can support evacuees returning home.

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 fund additional social and cultural supports, such as traditional foods and cultural 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 when Evacuation Order is lifted.

CANADIAN RED CROSS SOCIETY (CRCS)

On 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.

SEARCH AND RESCUE (SAR)

Upon request by the RCMP or the EOC:

- Provides support to RCMP for community notifications of Evacuation Alerts/Orders.
- Provides short-term 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