

EVACUATION PREPAREDNESS CHECKLIST

If a noncombatant evacuation from Okinawa is ordered, you must be prepared to evacuate with no preparation time. Each family should conduct advanced planning and preparations to complete a NEO Kit and ensure it is ready to go at a moment's notice. If an evacuation is ordered, families should make final preparations for travel. The following checklist will help you prepare. Under an evacuation, businesses close, and you may only have your NEO Kit to sustain you.

ADVANCED PLANNING & PREPARATIONS: Prepare your "NEO Kit", which includes your "NEO Packet" and your "NEO Bag" as follows:



- NEO Packet:** see the NEO Packet checklists in Parts I through VI herein. The packet checklists will help you ensure you've completed all of an evacuation's administrative requirements. Failure to prepare ahead of time could cause unnecessary complications and delays in your family's evacuation.
- NEO Bag:** Only 66 pounds of luggage per person (not counting your hand carried items) will be authorized at evacuation processing centers. Bring only what family members can carry or pull comfortably. You may have to carry your bags up and down steep steps, walk through tight isles, and wait in long lines. Items you should consider packing include:
 - Food for 3 days: lightweight, non-perishable, high-energy, packages food for all travelers and a manual can opener if needed
 - Baby toiletries (diapers, wipes, etc) for 3 days
 - Baby food/formula
 - Adult toiletries (soap, toothbrush/paste, razors, Kleenex, etc)
 - Hygiene items
 - First aid kit
 - Small Flashlight with extra batteries
 - Extra clothing
 - Blankets or sleeping bags (seasonal and light weight)
 - Bottled water (minimum of 1 liter per person per day)
 - 30-day supply of prescription medications
 - Small battery operated radio (extra batteries)
 - Light rain gear
 - Glasses

FINAL PREPARATIONS (if an evacuation has been ordered):

- Dress for the trip:** When evacuating, wear comfortable shoes and clothing, including long pants in all seasons. Wear layers in colder months.
- For pets:** Plan for pets to stay behind if you cannot bring them with you. DOD authorities try to evacuate pets along with families, but this may not always be feasible. Animals will not be allowed in public shelters.
 - Travel case/carrier: each pet must be in a separate "approved" carrier unless they are a nursing litter.
 - Collar on each animal with owner information (microchip is preferred)
 - Pet documentation attached to carrier in a waterproof pouch (see forms in the NEO Packet)
 - Pet food (up to 3 days)
- Home and vehicles:**
 - Lock your home and vehicles. Be prepared to turn in tagged keys to officials at NEO processing centers. See the NEO Packet.
 - Unplug all appliances except your refrigerator/freezer, turn off all lights, and turn off faucets and sprinklers.
 - If you drive to an evacuation embarkation point, deposit your vehicle at the designated points only.