

### What do I need to do now?

- As always, being prepared at the time of an emergency involves knowing where you are supposed to go and how to get there. Normal traffic patterns and routes may be altered depending on the type of emergency. You should coordinate with your facility managers and know what the emergency plans are for your building. If you don't have a plan, work with your property manager to develop one.
- You should know which direction you will be heading once you leave your building and/or parking garage. You can determine this by looking at the downloadable map. Do not attempt to go against the flow of traffic. Obey the directions of all police and fire personnel.
- You should know in advance where you should walk to if you are required to walk out of the downtown area. You will walk to a preassigned transit hub and then be transported to a predesignated shelter for pick up according to your prearranged plan. You should determine ahead of time where that location is and how you will get home from there. Look at the downloadable map to determine where you will be transported based on your transit hub.
- If you car pool to the downtown area, make plans now on how each will get home. Access into the downtown area will be prohibited.

### What do I do at the time of an emergency evacuation?

- Above all – REMAIN CALM. Obey all instructions of the Police and Fire emergency personnel in the area. Remember, the key is that you are removed from the area of danger. It may take longer to get home, but you will be safe.



*Together, we can save a life*



For More Information, Contact:  
City of Cleveland  
Office of Emergency Management  
Phone: 216-664-2259  
or  
<http://www.city.cleveland.oh.us/>

# Downtown Emergency Evacuation FAQ's

As part of the preparations for emergencies in the Downtown Business District, the City of Cleveland has developed general guidelines for the rapid evacuation of the local area. The plan calls for two basic methods of evacuation; vehicular traffic, and pedestrian traffic (walking). Listed in this pamphlet are the most frequently asked questions regarding the plan. The maps and sector boundaries are available for downloading @ [www.city.cleveland.oh.us](http://www.city.cleveland.oh.us).

### Who will order the evacuation?

- The mayor of the City of Cleveland will order an evacuation based on current conditions and recommendations from emergency response personnel.



### When will the order to evacuate be given?

- An order to evacuate the downtown business district will only be given if there is significant and credible information from reliable sources indicating that there is imminent danger from an attack or disaster.

### How will notification be made?

- Preparations have been made to make the evacuation order information available through a variety of mediums including the following.

1. The County Emergency Alert System will be activated which provides all media: cable, broadcast television and radio, with the critical information and other pertinent instructions.



2. Telephone notification will be made to those organizations and facilities that have the ability to further notify member organizations and other facilities.
3. E-mail and fax notification through member organizations.
4. Public address systems operated by emergency vehicles.



- Each facility will notify their tenants via their pre-established emergency evacuation procedures.

### Who will supervise the evacuation?

- The evacuation process will be coordinated and controlled at a unified command location where all coordinating agencies can be present. Some of the agencies represented will include the Cleveland Police and Fire Departments, County Emergency Services, Regional Transit Authority, and the Building Owners and Managers Association.

- The Cleveland Police Department will be the lead agency in directing the evacuation.



### How will I know whether this is a vehicular (precautionary) or pedestrian (emergency) evacuation?

- Unless there are circumstances which dictate otherwise, all evacuation orders should be considered vehicular. An event or incident in the immediate area which preclude the use of vehicular traffic would indicate a walking evacuation is needed.



- You should not abandon your vehicle because traffic is too congested. This will create an unmanageable situation and turn a vehicular evacuation into a pedestrian evacuation without cause. Police & Fire personnel will be in the area and help ease congestion and give instructions for any change in evacuation methods or instructions.



### How long will the evacuation take?

- The target time for a precautionary evacuation is 60 minutes or less.
- The target time for an emergency evacuation (walking or vehicular) is 30 minutes or less. If you are required to walk to a transit hub you will then be transported to a predesignated shelter for pick up according to your prearranged plan.



### Will we be able to use both sides of the roadway for evacuation?

- The emergency plan calls for only the normal (right) side of the roadway to be used for egress. The other side of the roadway needs to be kept clear for responding emergency vehicles. As always, obey all instructions of emergency personnel on the scene. They will be in radio contact with the command center and will adjust traffic flow accordingly. You should remain calm and be patient so the traffic flow can be maintained.

### Will RTA be available?

- Upon notification RTA will increase its transportation capabilities to rush hour status. Unless circumstances dictate otherwise, the Rapid lines will continue to operate.



### What about the parking facilities?

- Parking associations have been involved in the preparations of this plan. They will be notified of a downtown evacuation and have agreed to release vehicles without delay at the gates.