

Westwood Hills Neighborhood Emergency Preparation and Evacuation Plan

I. Purpose

The purpose of this plan is to ensure a **safe, efficient, and coordinated** evacuation for all residents in the event of an emergency. By following these steps, we can reduce confusion, assist those in need, and maximize safety for everyone.

II. Definitions

- **Evacuation Notification:** An official notification from the city, county or state that all residents must **immediately leave** the neighborhood due to an emergency (fire, earthquake, flood, hazardous material spill, etc.).
- **Neighbor Check-in:** Each resident is responsible for calling or notifying the neighbor to their right and left to ensure they are aware of the evacuation and assist as needed.
- **Audible Alert: Honking your horn** while leaving serves as an additional warning to those who may not have received the message.
- **Assembly Point:** A city, county or state designated safe location outside the neighborhood where residents can check in after evacuating.

III. Prior to Evacuation for Preparation

Each neighbor will perform the following as applicable and possible:

- Pull their car(s) into their garage and/or driveway facing outward in order to increase the ability for all to exit quickly and make room for emergency vehicles. Please note, disconnect the automatic garage door opener so you won't be trapped if the electricity goes out.
- Reduce the fuel for fire on their property such as shrubbery, propane tanks, and flammable liquids.
- Turn off their gas and close all windows (in the event of a fire).
- Maintain a list of out of state contacts for notification.
- Use the following resources for disaster preparation:
 - <https://lafd.org/safety-fire/evacuation>
 - <https://ready.lacity.gov/>
- Use the following resources to be aware of official notifications and updates
 - <https://emergency.lacity.gov/notifyla>
 - <https://calalerts.org/signup.html>

IV. Evacuation Steps (Upon Official city, county or state Notice to Immediate leave the neighborhood.)

1. Immediate Notification:

- An emergency message will be sent via the **Westwood Hills Property Owners (WHPOA) email network and WhatsApp**. (See Addendum A. Communication Template below.)
- Each resident will call or visit their neighbors to their right and left to ensure they are aware, safe, and have necessary assistance.

2. Exit the Neighborhood:

- Honk your horn while leaving to alert others.
- Use Local News, GPS, or emergency notification apps to determine the safest evacuation route.
- Please see the map below to identifying possible exits to Sunset, Veteran and Sepulveda.

3. Assist Others:

- Check on elderly, disabled, or neighbors without transportation.
- Carpool if needed to ensure no one is left behind.

4. Go Bags- Bring Essential Items as possible:

- ☑ **People & Pets** – Family, pets, and those needing assistance.
- ☑ **Prescriptions** – Medications, medical devices, and glasses.
- ☑ **Papers** – Important documents (IDs, insurance, property records).
- ☑ **Personal Needs** – Clothing, hygiene items, phone chargers, and cash.
- ☑ **Priceless Items** – Irreplaceable items like photos, heirlooms, computers/laptops and external hard drives.

6. Remember- Be prepared. Stay alert. Keep each other safe.

Addendum A.

Communication Template

To be modified as necessary and sent out via the WHPOA email network and WhatsApp by the moderator/administrator upon official evacuation notice.

 **URGENT: Neighborhood Emergency Evacuation** 

Evacuate immediately! Follow these steps for a safe and orderly exit:

1. **Call and/or visit your neighbor to the right and left** to ensure they're aware, safe and have all necessary assistance.
2. **Honk your horn** while leaving to alert others.
3. **Use the Local News**, GPS or emergency notification apps to find the safest route out. Please see the map below to identify **possible** exit points for Sunset, Veteran and Sepulveda.
4. **Assist those in need** (elderly, disabled, or without transportation).
5. Consider bringing with you: People & Pets, Prescriptions, Papers, Personal Needs, Priceless Items.
6. Post on WhatsApp any necessary assistance.

 **Stay calm, stay safe. Act now!** 

Addendum B.

Westwood Hills Map

To assist in identifying possible exits to Sunset, Veteran and Sepulveda as directed by city or state officials.



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