

# HONOLULU POLICE DEPARTMENT

## POLICY LAW ENFORCEMENT OPERATIONS

April 1, 2015

Policy Number 4.41

### TSUNAMI EVACUATION GUIDANCE FOR EMPLOYEES

#### POLICY

- I. In order to be prepared for evacuation in the event of a tsunami, employees must familiarize themselves with civil defense warnings and procedures and tsunami evacuation maps. This information is published in the white pages of the Honolulu telephone directory; the shaded areas on the maps identify tsunami evacuation zones throughout Oahu.
- II. In the event of a tsunami, employees shall follow the requirements and guidelines of this directive and related departmental and city directives.

#### PROCEDURE

##### I. TSUNAMI WARNING ISSUED DURING NORMAL WORKING HOURS

##### A. Employees Working Within a Tsunami Evacuation Zone

1. In general, upon direction by their immediate supervisor, employees shall leave the evacuation zone by foot or vehicle as quickly as possible.

However, those working in concrete and/or steel buildings of six or more stories should be safe if they move to the third floor or above and remain there until the "all clear" is announced over the emergency alert system.

2. Time and resources permitting, employees will attempt to relocate previously identified equipment and supplies to safe areas outside of the evacuation zone prior to their departure from that area.

Under no circumstances, however, will the relocation of any city property from an evacuation zone be undertaken less than 45 minutes prior to the estimated wave arrival.

3. Once employees reach safe areas, further travel should not be attempted until the "all clear" is announced over the emergency alert system. Unnecessary travel may jeopardize the evacuation of others, interfere with the movement of emergency vehicles, and overload streets and roadways to the point of gridlock.
4. It is not essential that evacuees use public shelters or refuge areas for survival. If evacuation to a designated shelter or refuge area is impractical or impossible (due to lack of time, heavy traffic, or other constraints), evacuees should individually relocate to any area outside of the evacuation zone even though cover from the elements or other necessities are not available.

B. Employees Working Outside of a Tsunami Evacuation Zone

1. Employees shall remain in place until the "all clear" is announced over the emergency alert system. To avoid traffic gridlock, employees should curtail all nonessential travel and avoid roadways in or near the evacuation zones. Employees must recognize that the avoidance of traffic gridlock requires that everyone exercise restraint.
2. However, supervisors may excuse employees on a case-by-case basis when employees demonstrate a valid need for exclusion from the requirements of this directive. Coordination and approval of such excusals should be accomplished well before a tsunami alert occurs.
3. With regard to school children, employees should be aware that the Department of Education will:
  - a. Close public schools if a tsunami warning is issued prior to a morning school bus pickup/parent drop-off.
  - b. Evacuate public schools in evacuation zones if a tsunami warning is issued when school is in session and keep all other public schools open. The Department of Education will provide care and supervision for all students until parents can safely pick them up.

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Most private schools, day care centers, and care homes follow these guidelines. However, parents should check with the schools/centers in which their children are enrolled to determine their actual policies and emergency plans.

II. TSUNAMI WARNING ISSUED OUTSIDE OF NORMAL WORKING HOURS

- A. All personnel who have been designated as disaster-response workers for emergencies/disasters/catastrophic events shall immediately respond to their assigned elements.
- B. Should emergency conditions dictate, all employees must be prepared to perform civil defense duty when called upon.

  
LOUIS M. KEALOHA  
Chief of Police

Attachment

Post on bulletin  
board for one week

Policy first issued  
July 20, 1995

**April 1, 2015  
Attachment**

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REFERENCES

City and County of Honolulu Emergency Operations Plan,  
September 1991

Honolulu Police Department Civil Defense Manual,  
June 2001

Mayor's Directive No. 95-3, "Tsunami Evacuation Guidance for  
Employees," March 23, 1995