

# 6 STEPS TO SHELTER-IN-PLACE



**SHELTER IN  
PLACE**

During certain emergencies, such as a large-scale fire or industrial accident, emergency officials may direct residents to shelter-in-place. Whether you are at work, home, school, or in another location, this means finding the closest safe building, staying inside and protecting yourself from outside air.

Your safety is important! If you are notified to shelter-in-place, please follow the below steps and stay inside until the Shelter-in-Place Advisory is lifted.



**GO INSIDE**

- » Gather everyone indoors at the closest safe building and stay inside.
- » Do not try to pick up family members from other locations until you are told it is safe to do so.
- » If not a risk to yourself, take pets inside.



**LOCK DOORS  
& WINDOWS**

- » Once you are safely inside, close and lock all windows and outside doors.
- » Locking provides a tighter seal to doors and windows.



**VENTS &  
FANS OFF**

- » To block outside air, consider precutting plastic sheeting for your windows and include it in your emergency kit.
- » Make each plastic sheet several inches larger than the space it needs to cover and label it with the intended location.
- » Alternatively, duct tape can be used to seal any gaps around doors and windows, and you can also place a wet rolled towel under doors.



**SEAL UP**

- » Turn off any appliances that circulate air. This includes bathroom and kitchen fans, microwave and convection ovens, built-in vacuums, clothes dryers, gas fireplaces and stoves, fireplace dampers and vents, cooling fans and air conditioning systems.



**SHELTER IN  
PLACE**

- » Select a comfortable, safe room with as few windows or exterior doors as possible.
- » Grab your emergency kit which should have enough supplies to sustain your family for at least 72 hours.



**TUNE IN**

- » Monitor mainstream and social media for information updates or further instructions.
- » Do not leave your place until you receive formal notification from authorities that the shelter-in-place advisory is lifted.

For more information visit [burnaby.ca/getprepared](https://burnaby.ca/getprepared)

