King County METRO

Commuters: Are you prepared for emergencies?

Even on a typical day in the Puget Sound region, getting to work might be affected by traffic, schedule changes or construction.

But what if snow, a flood or another emergency creates serious delays or safety risks? What's your back-up plan to stay safe and still do your job? Can you work from home? Do you know other ways to travel? Do you know how to get the latest news?

Use this checklist. Take actions NOW to be ready if there's an emergency.

Actions to take BEFORE an emergency hits	Resources and tips
Stay informed	
☐ Find out how to contact my "employee transportation coordinator" or other person at work who helps with commuting needs. ☐ Subscribe to local and regional emergency alert systems. ☐ Subscribe to transit alerts even if I don't usually use transit. ☐ Find out if my company has an alert system and how to use it. ☐ Know my company's policies about coming to work in an emergency, including when transportation services are limited. ☐ Get updated information about flood preparation if I live, work, or travel through the Green River Valley.	My employee transportation coordinator (ETC) is: _____ /phone _____ / e-mail _____ **Regional Public Information Network** www.rpin.org/rpinweb/subscriber/register.aspx **King County Metro Transit Alerts** www.kingcounty.gov/metro/signup **Washington State Ferries** www.wsdot.wa.gov/ferries – select "Ferry Alerts" **Road conditions** Call 511 or www.wsdot.wa.gov/Traffic/seattle **Green River floods** www.kingcounty.gov/safety/FloodPlan/GreenRiverValley.aspx **My other alerts:** _____
Working from home or changing my schedule	
☐ Find out if I can work from home or change my schedule in an emergency. ☐ Test my hardware and software. ☐ Memorize or securely write down my login/password.	**Company policy & instructions** about working from home are (fill in a link or manual): _____ My login from home is: _____
Bus, train, ferry	
☐ Find out the snow route for my bus, alternative bus/train routes in case my regular route is disrupted, and alternative bus stops if my regular stop is inaccessible. ☐ Make a back-up plan in case my ferry is cancelled or inaccessible.	**Transit routes and stops near me:** _____ tripplanner.kingcounty.gov/cgi-bin/servall_page.pl tripplanner.kingcounty.gov/cgi-bin/cstops_page.pl **Metro Transit reroutes** www.kingcounty.gov/metro/alerts **Ferry alerts** www.wsdot.wa.gov/ferries – select "Ferry Alerts"

Actions to take BEFORE an emergency hits	Resources and tips
Sharing a ride (even if I don't usually rideshare)	
☐ Register for RideshareOnline.com or an internal ride match system. ☐ Contact a carpool or vanpool driver about getting a ride in an emergency. ☐ Make a plan in case my usual rideshare partners cannot make it to or from work. ☐ If I am a vanpool driver, learn the vanpool agency's emergency procedures. ☐ Be sure our drivers have tire chains, other emergency supplies, and a local map.	**Find partners at** www.RideshareOnline.com My possible rideshare partners & their contact info: _____ _____ **Road conditions** www.rpin.org/rpinweb/TrafficRoadConditions.aspx Call 511 or www.wsdot.wa.gov/traffic/seattle/
Guaranteed Ride Home (for employees who do not drive alone)	
☐ Ask my ETC if our company offers a "guaranteed ride home" (taxi), and if it can be used during weather-related or other area-wide emergencies. ☐ Find out how to use it. Note: King County Metro's Home Free Guarantee program is not for emergencies related to weather or acts of nature.	Our company has a **guaranteed ride home program** that can / cannot be used during area-wide emergencies. If yes, contact _____ to arrange for a ride (and if applicable my company authorization name/number is _____).
Drive-alone commuters	
☐ Look **now** to find several other ways to get to work (transit, carpool, etc.) if I can't drive, and how they operate in snow or other emergency. ☐ Equip my vehicle for emergency conditions and have a local map. ☐ If I can offer a ride to a co-worker during an emergency, notify my ETC.	**Transit routes and stops near me:** _____ tripplanner.kingcounty.gov/cgi-bin/servall_page.pl tripplanner.kingcounty.gov/cgi-bin/cstops_page.pl **How to ride Metro** metro.kingcounty.gov/tops/bus/howride.html **Road conditions** www.rpin.org/rpinweb/TrafficRoadConditions.aspx Call 511 or www.wsdot.wa.gov/traffic/seattle **Co-workers who live near me:** _____

Regional Transit Agencies

King County Metro: www.kingcounty.gov/metro or call 206-553-3000
Sound Transit: www.soundtransit.org (Link, Sounder, ST express buses)
Snohomish County Community Transit: www.commtrans.org
Everett Transit: www.ci.everett.wa.us
Pierce Transit: www.piercetransit.org
Kitsap Transit: www.kitsaptransit.org
Washington State Ferries: www.wsdot.wa.gov/ferries

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We'll Get You There