

BASIC PREPARATION STEPS:

- Always consider that the security situation can deteriorate at any time and you may have to depart the city/ area/ country with limited notice and prepare accordingly
- Make sure your passport is valid
- Make copies of important documents, including your passport, licences and qualifications

BEFORE LEAVING THE RESIDENCE:

- Clear the fridge of any fresh food
- Empty rubbish bins
- Switch off all power outlets and remove the plugs
- Turn off the gas supply
- Arrange for domestic help/neighbour/kennel to care for pets
- Arrange for domestic helper, neighbour or local staff member to collect your mail
- Lock all doors and windows
- Consider leaving a set of keys for your residence with a trusted friend

PACKING CHECKLIST:

HAND LUGGAGE LIMITATIONS (if on commercial flight):

- Weight: 7 kg (15 lbs.)
- Size: Length + width + height less than 115 cm

RECOMMENDED CONTENTS:

- Photocopy of passport
- Essential documents (in a waterproof bag) including:
 - Residency documents
 - Birth certificates
 - Marriage certificates
 - Certificates of naturalisation
 - Consular report of birth abroad
- Other items of an important nature, including:
 - Photographs
 - Children's school reports
 - Adoption certificates
 - Immunisation records
 - Financial records and insurance
 - Home inventory
 - Wills and power of attorney
 - Portable phone charger
 - Two litres of bottled water per adult; one litre per child under 12
 - One day of lightweight, high-energy food
 - Lightweight waterproof jacket
 - Notebook and pen
 - Prescription drugs and spare prescriptions
 - Critical toiletries and sanitary items

PACKING CHECKLIST:

CHECK-IN LUGGAGE LIMITATIONS (if on commercial flight):

- Weight: 20 kg (44 lbs.)

RECOMMENDED CONTENTS:

- Clothing for 72 hours
- Non-critical documents
- Important personal items