

EMERGENCY CHECKLIST: WILDLAND FIRE

A Wildland Fire Emergency Response Plan (WF-ERP), a much more detailed document than a checklist, helps reduce the potential for a wildland fire-related loss at your facility. Once you have a WF-ERP in place, review the plan annually, and have one-or more-drills. What are the advantages of having a WF-ERP in place before a wildland fire threatens your facility?

A WILDLAND FIRE EMERGENCY RESPONSE PLAN HELPS YOU:

- ☐ Gain a thorough understanding of how a potential wildland fire event could affect your facility
- ☐ Make your emergency response team (ERT) and/or other personnel aware of their roles during such an event
- ☐ Ensure you have adequate resources on hand

We do realize, however, that not everyone has the time or the resources to develop a complete plan immediately. So, until you have a WF-ERP in place, here are some steps to take before and after a wildland fire event.

Due to mandatory evacuations and municipal control, it might not be possible to remain on-site for several days or weeks. In addition, wildland fires can spread very quickly, leaving little time for preparation. Actions should be prioritized based on the available warning time and only implemented if safe to do so.

PRE-SEASON PLANNING

In preparation for wildland fire season:

- ☐ Remove accumulated vegetation and debris from around the building perimeter and on the roof, including roof gutters.
- ☐ Remove combustible yard storage.



- ☐ Protect vents, chimneys and other openings including underfloor void spaces with steel-framed, close-weave corrosion-resistant bronze or steel wire mesh not exceeding nominal 1/8 in. (2 mm) in size.
- ☐ Remove all combustible vegetation within the first 5 ft. (1.5 m) of buildings and equipment.
- ☐ Landscape with plants that will not readily ignite and burn fiercely. Do not plant shrubs under trees or against buildings.
- ☐ Remove trees or prune limbs that overhang buildings.
- ☐ Retain the moisture content of foliage by regular watering in summer. Keep grass short and lawns mowed.

AS THE WILDLAND FIRE APPROACHES

Before wildland fire threatens, prepare your facility with the following actions:

- ☐ Ensure fire protection is fully functional and in automatic mode.
- ☐ Relocate any trucks or other valuable stock or supplies from the site as practical.
- ☐ Clean leaves from the gutters.
- ☐ Remove all combustible vegetation within the first 5 ft. (1.5 m) of buildings and equipment.
- ☐ Safely store or relocate ignitable liquids, especially those in plastic drums.



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- ☐ Plan for a safe emergency shutdown of operations.
- ☐ Plan for shutdown of utilities (e.g., electric, fuel).
- ☐ Back up computer servers.

AS WILDLAND FIRE IS IMMINENT

When wildland fire is threatening your facility, ERT members should take the following actions (where appropriate and safe to do so):

- ☐ Close the building envelope
 - » Doors
 - » Windows
 - » Noncombustible covers on air intakes
- ☐ Ensure fire protection is fully functional and in automatic mode before evacuation.
- ☐ Shut down HVAC systems and smoke evacuation systems.
- ☐ Shut down ignitable liquid and flammable gas systems.
- ☐ Place equipment in safe mode for expected loss of utilities.

AFTER THE EVENT

Once the site is secure, efforts should focus on restoring facility operations.

- ☐ Keep fire protection systems in service.
- ☐ Return any impaired fire protection systems, including alarm notification systems, to service promptly.
- ☐ Conduct any cutting and welding repairs using FM Global's Hot Work Permit System to prevent fire.
- ☐ Assess the actual impact, determine needs and initiate planned cleanup, repair and business-resumption services.
- ☐ Relocate salvageable and undamaged stock and supplies to a safe area.
- ☐ Develop a Wildland Fire Emergency Response Plan now if you don't have one in place.

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