

*Wildfire
Preparedness
& Response
Plan*



From the Land and Spirit of the Aaida

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Introduction

Objective

The following Fire Preparedness and Response Plan (Fire Plan) is developed specifically for the Taan Forest LP and its Contractors

The objective of the Fire Plan is to:

- provide written guidance to employees and contractors for wildfire situations

These procedures were designed to complement Taan Forest Emergency Response Plan.

Scope

Health and Safety are the first priorities. Under no circumstances are these procedures to replace, or come before Taan Forest's Health and Safety Policy or Standard Operating Procedures.

This Fire Plan applies to all Taan Forest personnel, including employees, consultants and contractors working within Taan Forest Tenures

Updates and Revisions

Fire Plans will be updated annually to reflect changes to operations, equipment updates, personnel updates, training updates and hazard assessment.

The General Manager is responsible for maintaining and distributing the Fire Plan, with assistance from the Planning and Engineering Departments.

Legislative Reference

The Wildfire Act, Wildfire Regulation and Occupational and Health & Safety Regulations are referenced to develop the Fire Plan:

As per Wildfire Act s.6 (3), if a fire starts at, or within 1 km of, the site of an industrial activity, the person carrying out the industrial activity must immediately carry out fire control and extinguish the fire, if practicable, and continue with fire control until the fire is extinguished, it becomes impracticable to continue with fire control, or an official relieves the person in writing from continuing.

As per Wildfire Regulation s.13 (1) (2), a person carrying out an industrial activity must make available to fight the fire, if started on Crown land, all of the person's workers who are working within 30 km by road of the site of the industrial activity, fire suppression systems located within 30 km by road of the site of the industrial activity, heavy equipment located within 30 km by road of the site of the industrial activity, and fire fighting hand tools. However, if the fire started on land other than Crown land, a person carrying out an industrial activity must make available to fight the fire all of the person's workers who are working on the land on which the fire started, fire suppression systems located on that land, heavy equipment located on that land, and fire fighting hand tools.

As per Wildfire Regulation s.13 (3), a person carrying out an industrial activity is exempt from section 6 (3) of the Wildfire Act in respect of a fire that starts at or within 1 km of the site of the industrial activity if the site is within a protected area, or on private land that is not owned by the person or another who acts on the person's behalf/direction.

Operations must be able to demonstrate that they comply with the Occupational Health and Safety (OHS) Regulation. *Part 26.19 (1) of the OHS Regulation states that before fighting a forest fire, workers must be trained in their fire fighting duties in accordance with a standard that is acceptable to the Board, and be physically capable of performing their duties safely and effectively. Part 26.19 (2) states that workers required to fight forest fires must be retrained annually.*

Wildfire Preparedness

Site Information

Location	Coordinates	
Taan Office (Fire Cache)	N53° 16' .10.27"	W131°59'27.43"
Juskatla Shop (Fire Cache)	N53° 36'47.60"	W132° 18'48.9"
Skidegate DLS	N53° 15'04.45"	W132° 06'23.23"
Ferguson DLS	N53° 40'14.48"	W132° 17'21.14"
McClinton DLS	N53° 38'47.81"	W132° 35'33.83"
Dinan DLS	N53° 41'37.37"	W132° 36'10.59"
Alliford DLS	N53° 12'29.98"	W131° 59'13.51"
Louise DLS	N53° 01'27.56"	W131° 53'58.52"
Sandspit Air Port	N53° 15'13.37"	W131° 48'59.12"
Masset Air Port	N54° 01'21.61"	W132° 07'06.12"

Active Harvesting 2018

Block	Ease of Public access	Coordinates		Fire Risk Map	Taan Fire Risk Determination
ALL001	Easy	53° 14' 02" N	131° 53' 36" W	Severe	Low
BER005	Difficult	53° 28' 43" N	132° 06' 40" W	Low	Moderate
BUC003	Moderate	53° 42' 03" N	132° 31' 21" W	Low	Low
BUC004	Moderate	53° 42' 17" N	132° 30' 00" W	Low	Low
DAT009	Difficult	53° 31' 58.580" N	132° 35' 26.298" W	Low	Low
DIN007	Difficult	53° 39' 42" N	132° 41' 55" W	Low	Low
DIN009	Difficult	53° 39' 51" N	132° 40' 1" W	Low	Low
FEA003	Difficult	53° 26' 42" N	132° 08' 44" W	Low	Moderate
FEA004	Difficult	53° 25' 09" N	132° 12' 59" W	Low	Low
FLO004	Moderate	53° 37' 34" N	132° 17' 7" W	Moderate	Moderate
GEI002	Moderate	53° 34' 34" N	131° 57' 12" W	Severe	Moderate
GLD005	Moderate	53° 29' 33" N	132° 19' 26" W	High	Moderate
GST005	Difficult	53° 24' 59" N	132° 18' 25" W	Low	Low
HAA001	Difficult	53° 12' 34" N	131° 53' 49" W	High	Moderate
HAA003	Difficult	53° 12' 48" N	131° 52' 17" W	High	Moderate
HAA005	Difficult	53° 13' 08" N	131° 53' 34" W	Severe	Moderate
IAN002	Moderate	53° 43' 26" N	132° 41' 34" W	Low	Moderate
IAN006	Difficult	53° 41' 23" N	132° 45' 14" W	Low	Moderate
IAN014	Moderate	53° 48' 36" N	132° 29' 11" W	Low	Moderate
IAN017	Difficult	53° 48' 21" N	132° 26' 38" W	Low	Moderate
JUN002S	Moderate	53° 22' 29" N	131° 57' 14" W	Severe	Moderate
JUN003S	Moderate	53° 22' 27" N	131° 57' 33" W	Severe	Moderate






JUN005S	Moderate	53° 22' 21" N	131° 56' 53" W	Severe	Moderate
LOG005S	Moderate	53° 30' 02" N	132° 4' 7" W	Low	Moderate
LOG020	Moderate	53° 29' 21" N	132° 4' 34" W	Low	Moderate
MAM002	Moderate	53° 32' 31" N	132° 22' 30" W	Low	Low
MAM003	Moderate	53° 32' 10" N	132° 23' 30" W	Low	Low
MAM004	Moderate	53° 30' 36" N	132° 25' 11" W	Low	Low
MAM005	Moderate	53° 30' 36" N	132° 25' 11" W	Low	Low
MAM006	Difficult	53° 29' 10" N	132° 27' 35" W	Low	Low
NIN001	Difficult	53° 4' 44" N	132° 12' 11" W	Low	Low
SKE002	Difficult	52° 58' 15" N	131° 43' 07" W	Low	Low
SKI012	Easy	53° 6' 25" N	131° 54' 38" W	Low	Moderate
SUR002	Difficult	53° 21' 29" N	132° 6' 46" W	Low	Low
TOW006	Difficult	53° 35' 41.390" N	132° 22' 0.505" W	Low	Low
WAS004	Difficult	52° 57' 04" N	131° 40' 44" W	Low	Low
WAS007	Difficult	52° 56' 51" N	131° 41' 48" W	Low	Low
WAS008	Difficult	52° 57' 12" N	131° 42' 08" W	Low	Low
YAK005	Difficult	53° 31' 19" N	132° 13' 49" W	Low	Low
YAK010	Difficult	53° 34' 35" N	132° 11' 37" W	Low	Moderate
YAK011	Difficult	53° 33' 60" N	132° 12' 13" W	Low	Moderate

Recent Harvesting

Block	Ease of Public access	Coordinates		BC Fire Risk Map	Taan Fire Risk Determination
AER002	Difficult	53° 4' 6" N	131° 58' 30" W	Low	Low
AER003	Difficult	53° 3' 38" N	131° 57' 52" W	Low	Low
AER004	Difficult	53° 3' 35.714" N	132° 0' 11.035" W	Low	Low
AER005	Difficult	53° 3' 44" N	131° 59' 41" W	Low	Low
AER006	Difficult	53° 4' 28" N	131° 59' 30" W	Low	Low
AER032	Difficult	53° 3' 33.127" N	132° 0' 48.337" W	Low	Low
AWN009	Difficult	53° 34' 52.378" N	132° 39' 6.037" W	Low	Moderate
AWN010	Difficult	53° 35' 55.519" N	132° 32' 21.191" W	Low	Moderate
AWN011	Difficult	53° 34' 26.200" N	132° 33' 21.785" W	Low	Low
AWN005	Deactivated	53° 36' 25.225" N	132° 35' 51.852" W	Low	Low
BUC001	Difficult	53° 41' 31" N	132° 34' 30" W	Moderate	Low
BUC002	Difficult	53° 41' 49" N	132° 32' 36" W	Low	Low
CAN001	Difficult	53° 30' 19.262" N	132° 11' 3.929" W	Low	Low
FLO003	Easy on Main Line	53° 35' 0.933" N	132° 18' 38.028" W	Low	Moderate
GRA003	Difficult	53° 04' 17" N	131° 46' 33" W	Low	Low
GST007	Difficult	53° 24' 29" N	132° 22' 2" W	Low	Low
GST008	Difficult	53° 26' 23" N	132° 23' 51" W	Low	Low

GST009	Difficult	53° 25' 19" N	132° 18' 18" W	Low	Low
IAN001	Difficult	53° 43' 54" N	132° 40' 46" W	Low	Moderate
IAN032	Difficult	53° 43' 23" N	132° 43' 17" W	Low	Moderate
IAN004	Difficult	53° 42' 51" N	132° 43' 44" W	Low	Moderate
IAN005	Difficult	53° 42' 19" N	132° 44' 11" W	Low	Moderate
JUN002	Moderate	53° 22' 23.83" N	131° 55' 59.30" W	Severe	Low
LEL001	Moderate	53° 19' 9" N	132° 7' 24" W	Low	Moderate
LOG012	Moderate	53° 29' 0.118" N	132° 2' 33.923" W	Low	Moderate
LOG014	Moderate	53° 29' 39.579" N	132° 2' 24.375" W	Low	Moderate
LOG016	Moderate	53° 29' 11.801" N	132° 1' 30.263" W	Low	Moderate
LYK001	Easy – Close to town	53° 38' 5.644" N	132° 9' 33.109" W	Moderate	High
MCL001	Easy on Main Line	53° 39' 53.695" N	132° 35' 32.799" W	High	Moderate
MOS001	Easy on Main Line	53° 6' 6.967" N	132° 2' 54.569" W	Moderate	Moderate
MOS003	Easy on Main Line	53° 6' 32.211" N	132° 2' 9.318" W	Low	Moderate
PHT001	Difficult	53° 22' 6.108" N	132° 19' 1.647" W	Low	Low
PHT002	Difficult	53° 21' 49.470" N	132° 18' 49.792" W	Low	Low
PHT005	Rennel Main Public access	53° 21' 4.498" N	132° 20' 6.580" W	Low	Moderate
SHN003	Difficult	53° 39' 6.036" N	132° 26' 4.307" W	Low	Low
SHN004	Deactivated	53° 38' 14.976" N	132° 26' 57.736" W	Low	Low
SHN005	Deactivated	53° 39' 7.784" N	132° 28' 14.177" W	Low	Low
SKI005	Deactivated	53° 5' 46.680" N	131° 53' 13.149" W	Low	Low
SKI006	Difficult	53° 5' 10.793" N	131° 53' 19.991" W	Low	Low
SKI008	Difficult	53° 5' 31.291" N	131° 54' 35.195" W	Low	Low
SUR001	Difficult	53° 20' 34" N	132° 08' 08" W	Low	Low
THR002	Moderate	53° 22' 59.114" N	132° 9' 15.261" W	Low	Moderate
THR002A	Moderate	53° 22' 39.859" N	132° 9' 24.288" W	Low	Moderate
THR006	Moderate	53° 25' 28.737" N	132° 8' 35.069" W	Low	Moderate
TOW001	Moderate	53° 37' 3.440" N	132° 22' 12.124" W	Low	Low
TOW002	Easy on Main Line	53° 36' 28.327" N	132° 23' 0.241" W	Low	Moderate
WAS003	Difficult	52° 58' 47" N	131° 38' 48" W	Low	Low
YAK004	Moderate	53° 31' 20.751" N	132° 12' 37.655" W	Low	Low
YAK006	Moderate	53° 30' 48.375" N	132° 13' 39.293" W	Low	Low
YAK007	Moderate	53° 30' 36.043" N	132° 14' 37.916" W	Low	Low

Colour Coding:

	>40% Composition of Cedar - Cedar Blocks
	Low Risk
	Moderate Risk
	High Risk
	Severe Risk

Contact Information

24 hr Emergency Contact	
Richard Jones – General Manager	(250) 559-2337 Cell (778) 260-0037
Jerome Benoit – Planning Contract Supervisor	(250) 559-2337 Cell (778)-260-0046
Jeff Mosher – Planning Manager	(250) 559-2337 Cell (250) 203-0199

EPRP Emergency Contacts

Taan Forest	Richard Jones	General Manager	o. 250-559-2337	c. 778-260-0037 h. 250-559-7747	
	Russell Gladstone	Harvesting Supervisor	o. 250-559-2337	c. 778-260-0170	
	Gary Russ	Harvesting Supervisor	o. 250-559-2337	c. 778-260-0372	
	Richard Aiken	Quality Control	o. 250-559-2337	c. 250-626-9141	
	Janice Stadey	Area Forester	o. 250-559-2337	c. 250-626-7254	
	Jerome Benoit	Operations Contract Supervisor	o. 250-559-2337	c. 778-260-0046	
	Jeff Mosher	Planning Manager	o. 250-559-2337	c. 250-203-0199	
	Lisa Dignard	Operations Accountant	o. 250-559-2337	c. 778-260-0041	
	Natasha (Tosh) Russ	Administrative Assistant	o. 250-559-2337	c. 778-260-1707	
Radio Frequencies			<i>Rx</i>	<i>Tx</i>	<i>Tone</i>
	QCR		164.37	168.39	
	QCR-QCC		159.54	159.54	79.7
	Taan RPTR		168.180	168.840	-
	Taan SPLX (Truck to Truck)		168.180	168.180	-
	Dinan SPLX (Truck to Truck)		153.350	153.350	-
	Heli-Jet		166.545	166.545	-
	Heli-Jet RPTR		166.545	171.630	151.4
	Heli-Jet RPTR		166.545	171.630	131.8
	Heli-Jet RPTR		166.545	171.630	100.0
	BCTS		151.295	151.295	-
	Marine Radio: Digital Select Calling	"DSC Call Button"			
Marine Radio: Coast Guard Distress	16				

Medical Incident	Provincial Air Ambulance (Emergency)	911	
	AMBULANCE	1-800-461-9911	
	Marine & Aircraft Distress	1-800-567-5111	*311 from cellular
	Poison Control Center	1-800-567-8911	
	WorkSafe BC – Emergency Reporting	1-888-621-7233	1-866-922-4357 (after hours)
	Haida Gwaii Hospital	250-559-4900 Ext 2, Ext 1	
	Masset Hospital	1-250-626-4711	
Electrical Line Contact	BC Hydro	1-800-769-3766	
Explosives	CANUTEC	1-613-996-6666	*666 from cellular
	Transportation of Dangerous Goods	1-604-666-2955	
	Emergency Management BC	1-800-663-3456	
Forest Fire	Ministry of Forests Fire Reporting Hotline	1-800-663-5555	*5555 from cellular
	Coastal Fire Center (Emergency)	1-250-951-4200	1-800-663-5555
	Coastal Fire Center (non-emergency)	1-250-951-4222	
	Masset Fire Dept.	1-250-626-5511	
	Port Clements Fire Dept.	1-250-557-4355	
	Queen Charlotte Fire Dept.	250-559-4488	
	Sandspit Fire Dept.	250-637-2222	
	Skidegate Fire Dept.	250-559-8300	
Spill	Emergency Management BC	1-800-663-3456	
	Burrard Clean Operations	1-604-294-9116	
	Canadian Coast Guard	1-800-567-5111	*7272 from cellular
	Ministry of Environment	1-800-663-3456	
	Department of Fisheries and Oceans	1-604-666-0384	
Landslide	Ministry of Forests	250-559-6200	
	Department of Fisheries and Oceans	1-604-666-0384	
Drinking Water System	Emergency Management BC	1-800-663-3456	
	Environmental Health Official	1-250-622-6380	
Conservation Officer		250-559-6278	
		250-559-6205	
	*RAP Line	1-877-952-7277	*Report A Poacher Line
Air Support	Helijet	250-637-5344	
	White Rive Helicopters	1-250-624-4686	
	Skeena/Great Slave Helicopters	1-250-624-4757	
	Inland Air Seaplanes	1-250-624-2577	

LOCAL CONTRACTOR CONTACTS

LNR Excavating	Randy Nemanishen	C) 250-380-8946 H) 250-557-4362
Watchmen Forest Products	Rick (Gup) McDonald	250-637-1321
CNR Salvage	Chris Putterill	C) 250-637-1768 or 250-637-1401 O) 250-637-5449
A.L. Condrotte	Al Condrotte	250-557-4257
BenRich Contracting Ltd.	Jim Richardson	250-626-7331 or 250-557-4764
Boulder Bay	Jesse Myles	250-557-2420
Tree Surgeon	Dan Pineault	250-559-8082
Xaayda Ventures	Hyland Fraser	780-827-1809
Silva Services	Timo Johnson	C) 250-701-5347 H) 250-637-2370
Against the Grain Forest Product	Travis Glassman	250-637-1011
Land and Sea Services	Mike Allen	250-557-9311
Off the Map	Stefan Winters	250-626-3548 or 250-626-7809
Bonanza Creek Contracting	Jocelyn Pelletier	250-559-7744
North Pacific Timber Corp	Danny Robertson, Kris May	250 637-1111, 250-559- 8432
Maximum Cedar	Ken Ernst	250-557-2004
DVR Trucking	Mike Fladmark	250-637-1840
1069557 BC LTD	Tom Stewart	250-637-1753
Slim Pickings	Dave Pottenger	250-877-8886

Roles and Responsibilities – Fire Preparedness

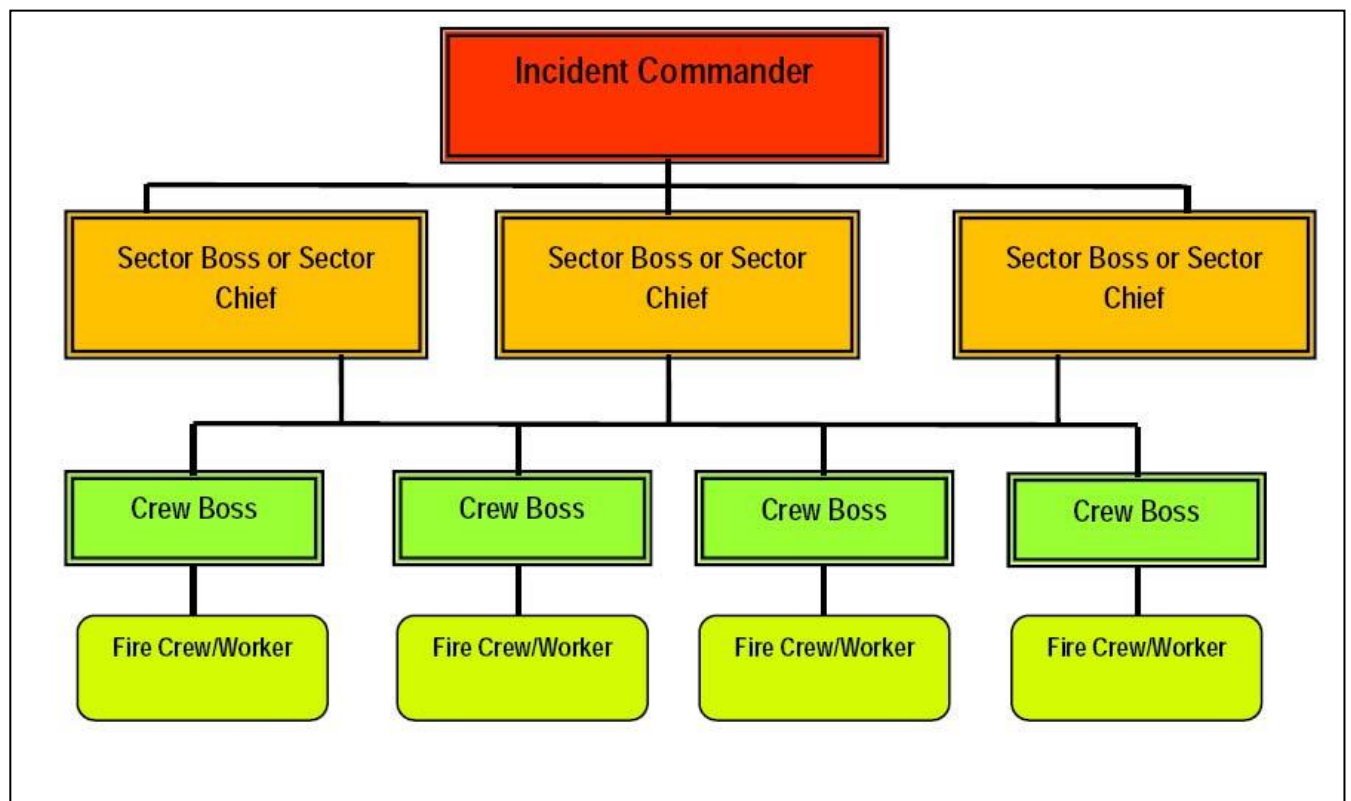
The following section details the roles and responsibilities of personnel to prepare for and respond to emergency situations. Note: in some cases, Contractors may be assigned various roles and responsibilities.

Table 1: Key Personnel & Fire Plan Positions

Fire Plan Position Title	Employer – Position
Fire Warden	Planning Manager
Incident Commander, Evacuation Coordinator	General Manager
Sector Chiefs (Larger Fires)	Taan and Haico Office Staff
Crew Boss, Supervisor	Supervisors / S100 Trained Personnel
Fire Fighters	S100 Trained Personnel
Fire Watcher	As Designated

It is important to note that during wildfire events, the reporting structure changes from the normal hierarchy so that the Incident Commander retains overall responsibility and command with respect to firefighting activities. For each Crew, one Crew Boss is chosen. The Crew Boss retains overall responsibility and command for each member in the Crew.

Figure 1: Wildfire Response Organisational Chart



Planning Manager

- Ensure adequate resources are allocated to maintain fire preparedness and response procedures, equipment and training
- Ensure the key personnel are adequately trained in fire response and prevention
- Ensure the Fire Plan is updated and distributed to operational personnel, as required, with assistance from the General Manager
- Assist the General Manager to determine if mobilization of additional equipment from external agencies/companies is warranted
- Provide assistance and advice to the General Manager (in terms of preparation as well as response to an emergency)
- Assist the General Manager to determine the risk of fire starting or spreading outside of Fire Season
- Carry out roles and responsibilities of Fire Warden
- Assist the General Manager to ensure government agencies are notified of fire incidences as required

Fire Warden

- Assist the General Manager / Incident Commander to ensure personnel are adequately trained in fire response and prevention
- Ensure the camp fire cache has adequate fire tools, and that they are periodically inspected and maintained, as required
- Assist the Incident Commander to locate fire-fighting equipment caches and guards
- Maintain daily fire weather records during fire season and notify General Manager and key personnel of Fire Danger Ratings

General Manager / Incident Commander

- Ensure copies of the Fire plan are readily available.
- Ensure personnel are trained in fire preparedness and response, as required
- Ensure adequate fire equipment is on site and maintained
- During emergencies, determine if mobilization of additional assistance/equipment from External Contractor/ Agencies/ Companies is warranted, with assistance from the Fire Warden
- Ensure that emergency exercises are completed, as required, and records are maintained on file
- Recognize and take action against reported and observed hazardous conditions
- Assign tasks and responsibilities to Supervisor and workers, as required
- Monitor fire weather conditions and determine when there is a risk of a fire starting or spreading outside the Fire Season, with assistance from the Fire Warden
- Conduct Fire Investigations and complete Fire Event Reports and Fire Record Forms, as required, with assistance from the Fire Warden
- Carry out additional roles and responsibilities, of the Incident Commander or Fire Boss where necessary

Incident Commander

The Incident Commander (IC) will take on the role of **Fire Boss** (or delegate responsibility). He/she is responsible for the ultimate control of all fires, providing overall direction and firefighting strategy and for shutting down work sites as required; notifies Ministry Agencies; Identify Sector Bosses, where required; responsible for calling additional support personnel if necessary

Develop overall strategy:

- Formulate an effective fire suppression plan
- Coordinate activities of air tankers, helicopter and all field fire control activities (refer to 'Aircraft Authorization' section)
- Keep the Supervisors informed of the current and anticipated situation and additional requirements
- Ensure fire line organization is effective and that each *Sector Boss* knows his responsibilities
- Ensure that safety standards are met

Communicate information:

- Give safety talks prior to fire suppression activities
- Check that each *Sector Boss* understands all phases and the overall strategy
- Prepare and submit fire status reports as scheduled
- Regularly up-date the Ministry Agencies, adjacent operators and outside resources

Once the fire is extinguished, record details and events of the incident:

- Indicate the success / failure of actions taken to suppress the fire and make recommendation on how to improve these actions next time

Taan & Haico Office Staff

Sector Bosses

The Sector Bosses provide specialized expertise and advice to the Incident Commander in critical areas related to the response such as:

- Health, medical and product-related information
- Responder safety and site security
- Legal affairs and regulatory compliance
- Public affairs / media relations
- Potential insurance and/or liability issues
- Human resource issues (e.g. labour relations, notification of families/next-of-kin)
- Community and government liaison / communications

Sector Bosses are appointed by the Incident Commander based on the requirements of the incident and available personnel. For certain areas of expertise (e.g., legal, risk management and public affairs/media relations), outside contractors and/or pre-identified personnel may be called in to supplement or support the response.

Health and Safety

Health & Safety staff establishes the safety protocols and procedures associated with the response. He/she obtains information about the properties, behaviour, potential health hazards and risks associated with chemicals or hazardous materials and ensures that overall standards for safety and site security are strictly followed by all Taan Forest responders. He/she oversees the treatment of injured employees in conjunction with the local hospital and medical authorities as well as any follow-up treatment required.

Human Resources

Human Resources staff address various labour relations issues resulting from an emergency. He/she may also be involved in contacting the families of injured employees, providing or arranging appropriate counselling for employees or their families, and providing advice on company benefits and related policies.

Human Resources may also arrange sufficient personnel, housing and meals (as directed) and assist in organizing shift changes.

External Liaison

The External Liaison's role is to act as the ongoing linkage between key external stakeholders and the Response Management Team. External stakeholders may include various government agency representatives, local residents or business owners, community groups, environmental or interest groups, etc. The Liaison Officer updates these groups on a regular basis and ensures their key issues and concerns are communicated to the Incident Commander.

Operations

The Operations section is responsible for mobilizing and supervising on-site response operations performed by the Emergency Response Team, Taan Forest emergency response crews (machine operators, fallers, and ground crew), and/or hired contractors brought in to assist with the physical response. Identifies the personnel, equipment, and other resources needed to respond safely and effectively to the incident. Dispatches available firefighting equipment and supplies, as required. The Operations Chief develops and implements tactical action plans to contain, control, or mitigate the incident safely and effectively as the response progresses in consultation with Incident Commander

Maintain a night watchman until no hot spots are found during the day

Planning

The Planning section collects, organizes and analyzes critical information about the incident, and oversees the development of operational response plans to deal with the current and anticipated requirements of the situation. Will provide continuous liaison with local Ministry personnel. Will ensure the ongoing collection, evaluation, documentation and dissemination of critical information about the incident. Will ensure that all crews on the fire site have adequate communications and ensure that safety is not compromised at the fire site. Will take control of radio and phone communication. Will maintain a continuous detailed record of all events, reports, fire movement, Ministry visits or instructions, communications and all accidents and incidents

Logistics

The Logistics section is responsible for ensuring the timely, cost-effective, and efficient procurement and delivery of all resources including personnel, equipment, supplies, and outside services necessary to conduct and support response operations and related management activities. Will keep a continuous inventory of all firefighting equipment and ensure that all equipment is accounted for and maintained in good working order. Will up-date and track fire progress and provide maps showing fire boundaries. Identify possible heli-ports, best access to fire, fire guard locations, water sources and hose lays, heavy fuel areas and critical / important features for suppression activities. Will ensure the weather records are being maintained and continuous up-dated weather information is provided. During an emergency, the Logistics Section Chief makes these arrangements as requested to do so by the Incident Commander.

Once the fire is extinguished, record details of the incident and clean-up:

- List of fire fighters names and time spent on fire
- Equipment on fire, time on fire, who operated and fuel consumed (keep hours of use each day and mileage if applicable)
- Fire hose type and lengths use each day
- Track other cost such as: loss or damage to equipment, repairs made to equipment, fuel supplied to equipment not owned by Taan Forest, air craft charters
- Recover all fire equipment, clean / repair and return to fire caches / shop
- Replenish all required fire equipment as required

Once the fire is extinguished, prepare a recommendation for replacing equipment. Also summarize the above information for the fire cost records to be provided to the Camp / Operations Accountant

Finance

The Finance section oversees the financial aspects of the response including expense authorities and processing, cost tracking, and claims management (i.e. Ministry claims, insurance). During an emergency, Finance ensures appropriate expense authorities and authorizations are in place to conduct the response including setting up a cost management system for tracking response-related expenditures. Finance will direct timekeepers in recording fire fighter's time.

Finance will prepare a preliminary insurance report once the fire is extinguished and the final insurance report when all costs / damages have been determined

Supervisors

- Ensure workers are adequately trained in fire preparedness and response procedures
- Assist the General Manager to determine when additional resources are required in fire situations
- Ensure equipment and field caches have adequate fire response and that the equipment is inspected periodically and maintain as required. Promptly rectify any deficiencies
- Carry out additional roles and responsibilities of the crew boss

Crew Boss

- Oversee initial attack activities until either the fire is extinguished or the Incident Commander takes over responsibility
- Aid the Incident Commander in organization and implementation of fire suppression activities and assign tasks and responsibilities to crew members for fire suppression
- Assist the Incident Commander to locate pump/ relay tank site locations, advance fire guards, etc.

Workers / Crew

- Be familiar with the Fire Response Procedures
- Know the location of fire response equipment and be familiar with use. Notify your Supervisor of any deficiencies
- Participate in fire response situations, as required and within your level of training
- Report all fires, no matter how small, to your Supervisor

Fire Watcher

- Ensure the work site(s) of the high risk activity is visible
- Actively watch and patrol for sparks and fires on the site(s) of high risk activities
- Ensure they have at least one fire fighting hand tool to carry out fire control
- Where fire is discovered, initiate appropriate fire response actions
- Ensure adequate communication tools (e.g., radio) are available on site to report a fire

Fire Fighters

- Be prepared
- Evaluate the hazard
- Take control
- Call for help
- Respond / take action
- Follow-up

Worker Preparedness

General

- Be familiar with Fire Plan
- No smoking or Lunch fires in the field during fire season (high hazard reading)
- No blasting after 1pm during fire seasons (high hazard reading)
- Wear appropriate clothing (NO nylon or polyester fallers pants or hi-vis T-shirts – these items are extremely flammable)
- Keep all firefighting equipment on site as required by Taan Forest Standards (keep pump cans full, fire tools at the most convenient spot adjacent to site)
- Know where the firefighting equipment cache is located
- Be familiar with operation of fire equipment (extinguishers, pump cans, etc.)
- Have a basic understanding of Fire Suppression tactics, safety procedures, etc. through annual Fire Suppression Training (e.g. S100 Training, WATCH OUT, LCES etc.)
- Know the location of the closest available water and portable tank
- Inspect work site for potential fire hazards and reduce where possible (flammable material must be removed from within 3m of stationary machinery, when welding or cutting in the woods during hazardous periods consider wetting down work areas prior to work, etc.)
- Check on the weather (monitor sticks or relative humidity) and current forest fires hazard rating

Equipment

Fire Tools

Sufficient Fire Fighting Hand Tools must be available at work sites in a combination and type to properly equip each person who works at the site with a minimum of one hand tool. These requirements are applicable to all operations operating within 300m of a forest land. A list of required Fire gear is located within Table 2. Appendix 1 lists Fire Cache equipment for each operating area.

The required fire tools must be kept on/ in equipment and maintained during **Fire Season** and when there is risk of a fire starting or spreading. Fire tools include Fire Fighting Hand Tools (i.e., shovels, pulaskis, axes, hand tank pumps and fire extinguishers) and Water Delivery Systems (i.e., a system for suppressing fire by delivering water, a suppressant or a surfactant).

An adequate Water Delivery System must be kept at the work site where high risk activities (see [Table 6: High Risk Activities](#)) are preformed (i.e., located within 20minutes of the activity and must be in place prior to a fire danger class of moderate or higher).

In situations where there is a risk of fire starting or spreading outside Fire Season, fire tool requirements are at the discretion of the General Manager and Fire Warden.

Exemptions from some Wildfire Regulation requirements may be available from the Ministry of Forest and Range, but must be obtained in advance. Requests for exemptions will be forwarded to the Fire warden and implemented as appropriate.

Table 2: Fire Tool Requirements

Equipment	High Risk Activities (Wildfire Regulation s1.1)	Tools			Suppression System			
		Shovels	Pulaski/ Mattock	Hand Tank Pumps	Fire Ext. ¹			Water Delivery System ²
					1A 5B:C	3A 10B:C ³	3A 20B:C ³	
General – Individual (Power saw Operator)	Operating a power saw other than on a road, landing or in a log sort area; Mechanical Brushing	*	*	-	0.5lbs bottle			-
General – Tool Cache 1 (>20 persons)	N/A	3	3	3	-	-	-	-
General – Tool Cache 1 (21-40 persons)	N/A	6	6	4	-	-	-	2
Crew Transport Vehicle – Truck / Gator	N/A	1	1	-	-	1	-	-
Transport vehicle – Tidy Tank / Fuel Transport	N/A	1	1	1	-	-	1	-
Truck – Logging (Off-Hwy & Hwy)	N/A	1	1	-	1	1	-	-
Vehicle – Shop / Welding	Using fire or spark producing tools (including cutting tools), grinding or welding	1	1	2	-	2	-	-
Equipment – Drill Rig	N/A	1	1	-	-	-	1	1
Equipment – Rock Drill	Rock Drilling (Quarrying. Does not include core drilling)	1	1	2	-	2	-	1
Equipment – Grader / Bulldozer / Excavators	N/A	-	-	1	-	1	-	-
Equipment – Brushers / Mowers	Clearing or maintaining R/W, including grass mowing	1	1	1	1	1	-	-
Equipment - Miscellaneous		-	-	1	1	1	-	-
Equipment – Excavator, cable yarder, buncher, processor, how chucker	Use of metal tracks, chains, studs or cables (except for if stationary, for road construction, maintenance or deactivation, loading logs on a road, landing or in a log sort area); clearing or maintaining R/W, including grass mowing; mechanical brushing	1	1	1	1	1	-	1
Yarder - Helicopter	N/A	-	-	-	-	-	-	1
Marine Vessel – Crew	N/A	-	-	-	-	1	-	-

Note: * - when crew of 4 or more, one tool per person equally divided between shovels, pulaski’s and hand tank pumps. Tools are to be secured in cargo area of the vehicle. The driver of the vehicle is responsible to ensure that there are adequate fire tools in the vehicle at the start of each shift.

Water Delivery System Equivalents

- A helicopter equipped with a Bambi Bucket within 10minutes (return time) of a water source for high risk activities not accessible by road/rail
- A heavy left helicopter (e.g. S64) with a water bucket within 20minutes of a water source and capable of delivering 4,500L/hour
- Gravity Fed system with 450m of hose and a water sources capable of delivering 4,500L/hour and is within or adjacent to the active area

¹ Fire extinguishers must be equivalent to these requirements or better.

² A Water Delivery System is defined as a system for suppressing fire by delivering water, a suppressant or a surfactant. Note this definition does not include fire extinguishers. The Water Delivery System must be appropriate to the season, activities and hazards. For the purposes of Taan Forest, a Water Delivery System is a system that can deliver a sufficient volume of water to effectively fight a fire of a reasonably foreseeable size, taking into account site factors (e.g., size of the work area, terrain, slope, pump pressure, etc.). For example, a water delivery system must include: a portable pump, sufficient hose to reach all areas within the worksite (minimum 450m) and those tools required to operate the pump. The type of pump must be suitable to the worksite and available water source. Where it is not practical to have a water delivery system on site, at the discretion of the VP - Operations, a water delivery system may be stored on a tanker truck capable of accessing the work site within a reasonable amount of time.

³ Where an engine having a power greater than 7.5 kw (10 hp) (not including a water-borne engine, an engine in a vehicle which is primarily used for the transportation of people, or an engine in a helicopter) has an integral vehicle Water Delivery System that is in good repair a 3A-10BC fire extinguisher is not required (only one 1A-5BC extinguisher is required).

Inspections

- Inspections of Fire Tools should form part of a regular equipment/ facility inspection routine, particularly at the start of the season and following any emergencies
- Fire extinguishers must be inspected monthly by qualified personnel for general condition, seal integrity, and appropriate pressure

Table 3: Inspection Items

Equipment	Inspection Items
Fire Tools	<ul style="list-style-type: none">– Equipment is properly located (i.e., on equipment, in pickup trucks, etc.); fire cache stocked– Pumps start easily and accessories, tools and gas or mix is available– Hose is properly stored in a clean, dry place– Porta-tanks and hand tank pumps are full of water– Hand tools are in good condition– Fire extinguisher inspections and maintenance are current

Weather Monitoring

Fire Weather

In active areas⁴, fire weather (including temperature, wind, relative humidity, and precipitation) must be monitored on a daily basis throughout the **Fire Season**.

For purposes of Taan Forest, Fire **Season**⁵ will start April 1 and ends November 1.

Fire Weather and Fire Danger Class may be determined by either:

- checking the Fire Protection Branch website, daily, at: http://bcwildfire.ca/Weather/Maps/danger_rating.htm, or by
- making daily measurements of fire weather factors and calculating the Danger Class according to the Canadian Forest Fires Danger Rating System (refer to [Table 4: Fire Danger Class \(DGR\) Danger Index Region 1](#)).

Taan Forest operations are located in Danger Index Region 1.

Table 4: Fire Danger Class (DGR) Danger Index Region 1

Build Up Index	Fire Weather Index				
	0	1 - 7	8 - 16	17 - 30	31 +
0 - 19	Very Low I	Low II	Low II	Moderate III	Moderate III
20 - 42	Low II	Low II	Moderate III	Moderate III	High IV
43 - 69	Low II	Moderate III	Moderate III	High IV	High IV
70 - 118	Low II	Moderate III	High IV	High IV	Extreme V
119 +	Moderate III	Moderate III	High IV	Extreme V	Extreme V

⁴ As per Wildfire regulation s. 5, if there is a risk of a fire starting or spreading on an area that is (a) forest land or grass land, or (b) within 300m of forest land or grass land, a person who carries out an industrial activity at a site in that area must ensure that fire fighting hand tools are available at that site in a combination and type to properly equip each person who works at the site with a minimum of one fire fighting hand tool (shovels, axes, pulaskis, hand tank pumps and fire extinguishers).

⁵ "Fire Season" is defined as beginning on March 1 and ending on November 1, unless the area is snow covered.

Restrictions are placed on high risk activities if there is a risk of a fire starting or spreading (i.e., Fire Danger Class III (Moderate) or higher). These restrictions are outlined in Table 2.

Table 5: Restrictions on High Risk Activities

Fire Danger Class (DGR)	Restriction	Duration
Moderate III	After 3 consecutive days of DGR III or greater, maintain a fire watch after work for a minimum of 1 hour	Until after the DGR falls below III
High IV	Maintain a fire watcher after work for a minimum of 2 hours After 3 consecutive days of DGR IV, cease activity between 1 p.m. PDT (Pacific Daylight Saving Time) and sunset each day	Until after the DGR falls below III Until the DGR falls to III for 2 consecutive days, or until the DGR falls below III
Extreme V	Cease activity between 1 p.m. PDT (Pacific Daylight Saving Time) and sunset each day and maintain a fire watcher* after work for a minimum of 2 hours	Until after the DGR falls below IV for 2 or more consecutive days
	After 3 consecutive days of DGR V, cease activity all day	Until after the DGR falls below V for 3 or more consecutive days, or falls below DGR IV

Further recommendations are as follows:

- All activities should stop when temperature equals or exceeds relative humidity (i.e., cross over)
- When relative humidity (RH%) drops to 35% or lower, activities may continue at the discretion of the General Manager
- When high risk activities are shut down due to hazardous conditions, certain other types of activities (e.g., drilling crews, geology field work, etc.) may continue at the discretion of the General Manager

High risk activities that may be relevant to Taan Forest activities are listed in [Table 6: High Risk Activities](#)

, below, as per the Wildfire Regulation.

Table 6: High Risk Activities

High Risk Activities	
<ul style="list-style-type: none"> - Mechanical brushing - Preparation or use of explosives - Using fire- or spark-producing tools, including cutting tools - Using or preparing fireworks or pyrotechnics - Grinding, including rail grinding - Mechanical land clearing - Operating a power saw other than while doing so on a road or a landing - Rock drilling (excluding core drilling) - Tree processing, including de-limbing 	<ul style="list-style-type: none"> - Welding - Portable wood chipping, milling, processing or manufacturing - Log forwarding other than by logging truck on a road - Skidding logs - Operating a vehicle with metal tracks, chains or studs other than operating <ul style="list-style-type: none"> - for road construction, road maintenance or road deactivation, or - on a road or landing - Clearing and maintaining rights of way, including grass mowing

Fire Response Procedures

Receiving an Emergency Call

The following guidelines give direction for those persons receiving emergency calls:

Through radio call procedures or contact Taan Forest personnel (250-559-2337).

After a call is received by Taan Forest personnel they must make contact with the person who reported the fire to collect the details of the fire.

1. As many relevant details as possible must be collected regarding the fire. Complete the Fire Report Form (see appendix 2) using the information collected. At minimum, record the following:
 - Geographic location of fire: mountain, town, road, block number, access, lake, river, etc.
 - Weather conditions at fire: hazard rating (ground fire, crowning), wind, smoke, visibility
 - Fire status: size, burning condition, spread, fuel (slash, plantation, timber)
 - Crews / Equipment on site: contact name / phone number, radio frequency, number of crew and list of equipment
 - Values to protect: people, dwellings, private property, bridges, felled and bucked timber, timber / plantation
2. The person who received the call must contact the General Manager (or designate Incident Commander). In the event that the General Manager can't be reached, contact the next person on the staff contact list (refer to Contact Information section 1). Carry on through the list of key company personnel until someone is contacted. Upon contact with company personnel, explain the details of the fire.
3. If the fire has not been reported to the Ministry of Forests & Range call

MOFR – Provincial Protection Branch	1-800-663-5555 or *5555 (cell)
The Coastal Fire Centre covers all the area west of the height of land on the Coast Mountain range from the U.S./Canada border at Manning Park to Tweedsmuir Park in the north, the lower mainland, the Sunshine Coast, all of Vancouver Island the Gulf Islands and Haida Gwaii.	
Applicable Fire Zone(s): Fraser, Haida Gwaii	

Additional Wildfire Information to be Recorded

Information collected will be critical in determining the type of response the wildfire will receive, as well as allow for quick and efficient allocation of resources. The wildfire information listed below is required by the Ministry of Forests and Range (MOFR) when reporting a wildfire. At minimum, the following information should be recorded using the KPS Fire Event Report Form:

- contact information - name, phone number or radio channel/frequency
- the location of the fire - camp, operation, block name, road name
- fire rank / character - smouldering, open flame, candling, intermittent or continuous crown
- what the fire is burning (type and species) – open or heavy timber, slash, brush, grass
- the size of the fire (estimate)
- how quickly the fire is spreading (estimate)
- the colour of the smoke - white, grey, blue, brown, black
- whether there are values or lives at risk - buildings, machinery, plantation

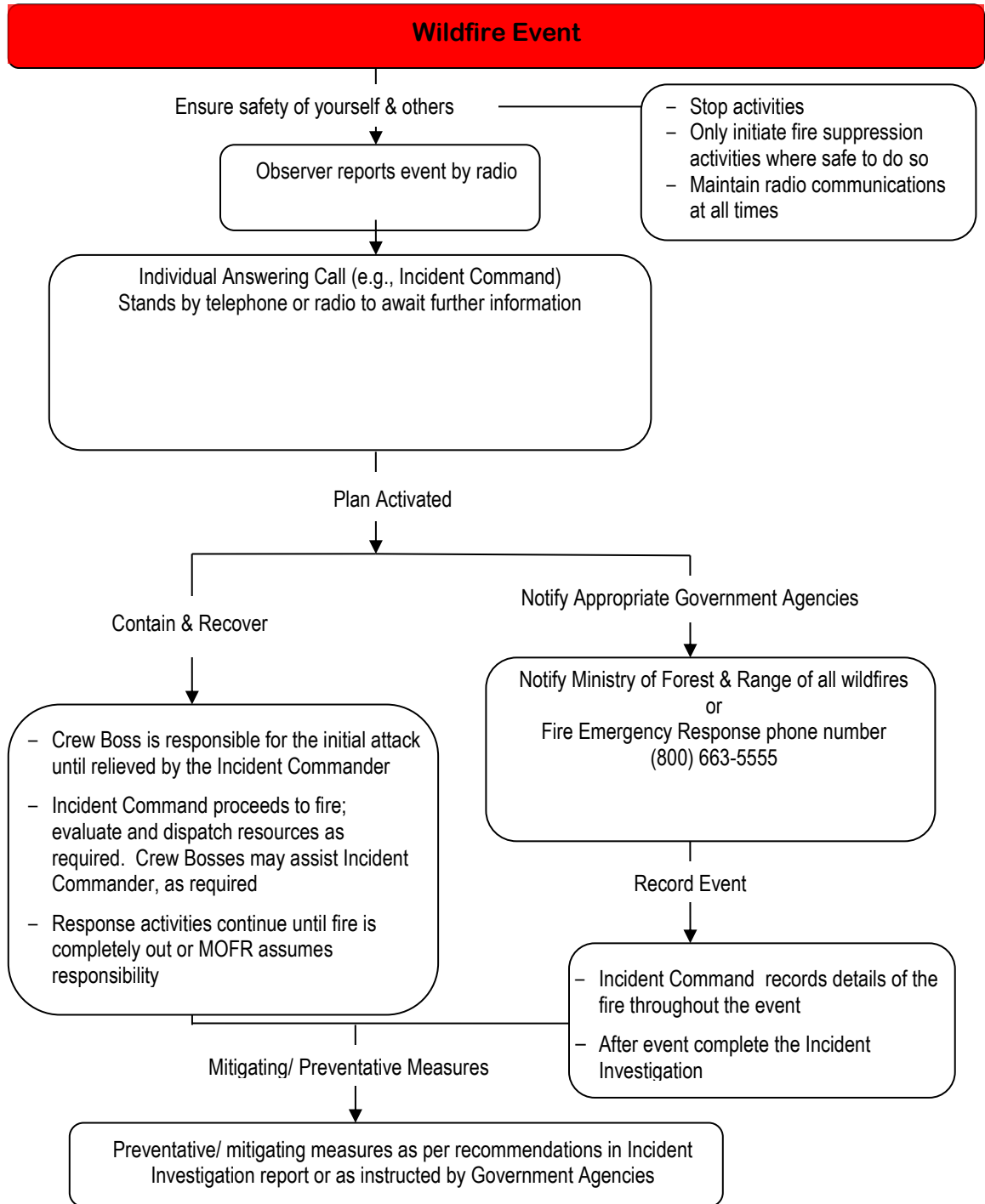
Additional information should be collected when safe and practicable to do so. The following is a list of additional information that should be considered for collection when reporting a wildfire.

- local weather conditions - temperature, precipitation, humidity, cloud cover/fog
- access - helicopter, road, boat - and distance/direction from wildfire
- adjacent fuel type (type and species) – open or heavy timber, slash, brush, grass
- water availability - distance and direction to nearest water source
- wind speed and direction (estimate)
- slope - flat, moderate, steep
- slope exposure - aspect (N, E, S, W)
- slope position - bottom, middle, top, ridge, gully
- whether anyone is currently fighting the wildfire or proceeding to the wildfire (contact information to relay up-dates and/or instruction)
- other products involved such as diesel, hydraulic, engine oil, gasoline, etc.

Wildfire Response

The following guidelines direct response actions for wildfire.

Emergency Response Action Plan



Radio Call received for Forest Fire. State name, location and fire emergency.

All unrelated radio communications and road travel should cease until the incident report is provided to the Taan Forest office and permission is given by the office to continue work activities.

Incident Command (IC) should begin initializing fire response.

- a. IC will receive all information regarding the fire, including:

Geographic location of fire: mountain, town, road, block number, access, lake, river, etc.

Weather conditions at fire: hazard rating (ground fire, crowning), wind, smoke, visibility

Fire status: size, burning condition, spread, fuel (slash, plantation, timber)

Crews / Equipment on site: contact name / phone number, radio frequency, number of crew and list of equipment

Values to protect: people, dwellings, private property, bridges, felled and bucked timber, timber / plantation

- b. **Crew reporting fire should attempt to extinguish fire if trained and if safe to do so.** Equipment and other values that are or may be threatened should be removed from the area if safe to do so.

- c. IC or Taan Forest office will report the fire to the Ministry of Forest & Range **1 800-663-5555**

and provide the following:

- contact information - name, phone number or radio channel/frequency
- the location of the fire - camp, operation, block name, road name
- fire rank / character - smouldering, open flame, candling, intermittent or continuous crown
- what the fire is burning (type and species) – open or heavy timber, slash, brush, grass
- the size of the fire (estimate size of house size of football field)
- how quickly the fire is spreading (estimate)
- the colour of the smoke - white, grey, blue, brown, black
- whether there are values or lives at risk - buildings, machinery, plantation
- local weather conditions - temperature, precipitation, humidity, cloud cover/fog
- access - helicopter, road, boat - and distance/direction from wildfire
- adjacent fuel type (type and species) – open or heavy timber, slash, brush, grass
- water availability - distance and direction to nearest water source
- wind speed and direction (estimate)
- slope - flat, moderate, steep
- slope exposure - aspect (N, E, S, W)
- slope position - bottom, middle, top, ridge, gully
- whether anyone is currently fighting the wildfire or proceeding to the wildfire (contact information to relay up-dates and/or instruction)
- other products involved such as diesel, hydraulic, engine oil, gasoline, etc.

- d. Employees will muster at fire shed / box.

- IC will size up fire while other members prepare equipment
- IC will conduct LCES and WATCH OUT Safety Briefings

- e. First Aid crews should assemble all required first aid equipment to deal with fire and smoke related emergencies.
- f. Employees act under IC until fire is handed over to Ministry of Forest and Range.

Safety Is Paramount
If in Doubt – Back Out!

When to Action a Fire

The Wildfire Act requires Taan Forest to action fires that start within 1 km of our industrial activity however it is expected that Taan Forest will action all fires within its operating tenures when they pose a risk to our resources, i.e. valuable timber, bridges, etc.

When actioning a fire that Taan Forest is not legally responsible to take initial action, contact the appropriate Fire Centre and advise whether the fire involves private or crown land. Confirmation of Taan Forest' involvement in actioning the fire must be acquired from the Fire Center. This is made by asking the following question to the Fire Centre:

“Does the Province require Taan Forest’ assistance in actioning the fire?”

Request written confirmation that the Government will reimburse Taan Forest for taking action, all costs must be documented.

When to Report a Wildfire

All fires must be reported to the Wildfire Protection Branch!

MOFR – Provincial Protection Branch	1-800-663-5555 or *5555 (cell)
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Legal Requirements

Taan Forest' legal requirements are as follows:

As per Wildfire Act s.6 (3) (c), if a fire starts at, or within 1 km of, the site of an industrial activity, the person carrying out the industrial activity must, as soon as practicable, report the fire as described in section 2 (outlined below).

Wildfire Act s.2: A person, other than a person acting in accordance with section 5 (2) or 6 (3), who sees an open fire that is burning in forest land or grass land or within 1 km of forest land or grass land and that appears to be burning unattended or uncontrolled must immediately report the fire

- a. to an official employed by the ministry,
- b. to a peace officer, or
- c. by calling a fire emergency response telephone number (see 'receiving an emergency call' section above).

Aircraft Authorization

Prior to dispatching air support, helicopter or fixed wing, every effort must be made to contact the MOFR Fire Control Officer for (at minimum) verbal approval (i.e. to ensure costs are covered by MOFR). If the Fire Control Officer is unavailable, approval is required from Senior Taan Forest Management (e.g., General Manager).

Roles and Responsibilities – Fire Response

General Manager, or Incident Commander

- Notify other Supervisors to stand-by
- Take on the role of the Incident Commander (or delegate responsibility)
- Coordinate the development of “Fire Site Safety Plan”
- Contact Coastal Fire Center, request Aircraft Authorization if required.
- Identify Sector Bosses (where required)

Sector Bosses

Prepare to respond:

- Where directed, act as Sector Boss
- Instruct crews to stop work and wait for further instructions
- Leave watchmen at each site (for a period determined by Taan Forest Supervisor)
- Get tanker trucks ready
- Get additional equipment ready for action (e.g. cats, low-bed, railway equipment, etc.)
- Advise engineering and forestry crews of maps required, areas to be surveyed or aerial reconnaissance

Where required, proceed to the fire:

- Review the suppression strategy
- Determine, along with the Incident Commander and other Supervisor(s), the effectiveness of initial action and whether the fire can be controlled during the shift period
- Identify Crew Bosses

Immediately proceed to the fire and provide support to initial fire response:

- Give clear instructions on methods for safely responding to a fire
- Inform the crews about each element in the WATCH OUT (e.g. tell the crew what the weather is doing, what the action plan is, where their escape routes are, where potential hazards are located, etc.)
- Evaluate and dispatch additional resources as required to deal with the incident - including air support (refer to ‘Aircraft Authorization’ section)
- Remind fire fighters of the importance of personal protective equipment (i.e. NO flammable material (e.g., nylon or polyester fallers pants/hi-vis vests, etc.)
- Establish and maintain communication at all times with Incident Commander and field Crews
- If heavy equipment is involved in fire fighting, a basic safety talk should be given prior to start-up
- Constantly monitor the weather for changes in weather patterns (may designate a spotter to watch for weather changes and changes in fire behaviour and spread)
- Alter fire fighting plan if changes in weather result in changed fire behaviour, communicate any changes in the action plan to the Incident Commander and crew

- Record details and events of the fire using a “Fire Log” (Diary or equivalent)
- Record location of workers on fire and their start and end times
- Ensure everyone gets home at night (keep crew lists and check crew members in and out)

Implement instructions given by the Manager / Incident Commander:

- Set up schedule to report and record fire progress, local wind changes, men or equipment requirements, quantity and location of firefighting equipment, etc. to the Incident Commander or Office
- Arrange workers into Fire Crews with an associated Crew Boss (assign portable radios to Crew Bosses)
- If water is available, arrange in Fire Crews in groups of 4-6 people
- If water is to be transported into the area, additional truck drivers and pump operators may be need
- Organize 3-man mobile tanker crews or 5-man pump crews as required
- Assign each Crew Boss to a sector of the fire and outline suppression procedure
- Advise fallers of fire trails to be swamped out, logs bucked or trees felled on the fire line
- Advise machine operators where to construct fire guards
- Record quantity and location of equipment and accessories use on the fire
- Record location of workers on fire and their start and end times
- Coordinate change of shifts with *Crew Bosses*

Ensure adequate initial response:

- Understand and follow EPRP
- Efficient fire fighting force is organized and maintained
- Firefighting equipment is properly distributed
- Comply with the provisions of the Wildfire Regulations
- Establish and maintain communications with Supervisor and all field crews

Crew Boss

Implement *Incident Command* instructions:

- Dispatch heavy equipment to fire area
- Supervise construction of equipment fire guards
- Arrange for fuel and rigging for heavy equipment
- Maintain communications with Incident Commander and Sector Boss
- Record quantity and location of equipment and accessories used on fire

Once the fire is extinguished, monitor and clean-up:

- Retain personnel on the fire to monitor and extinguish hot spots
- Maintain a night watchman until no hot spots are found during the day
- Recover all fire equipment and return to fire catches / shop
- Replenish all required fire equipment

Once the fire is extinguished, prepare a recommendation for replacing equipment

Fire Fighters

Be prepared

- Be familiar with Fire Plan
- Wear appropriate clothing (NO nylon or polyester fallers pants or hi-vis T-shirts – these items are extremely flammable)
- Know where the firefighting equipment cache is located
- Be familiar with operation of fire equipment (extinguishers, pump cans, etc.)
- Have a basic understanding of Fire Suppression tactics, safety procedures, etc. through annual Fire Suppression Training (e.g., Fire Suppression and Safety Training, WATCH OUT, etc.)
- Know the location of the closest available water and/or portable tank
- Check on the weather (monitor sticks or relative humidity) and current forest fires hazard rating

Evaluate the hazard

- Consider the hazard to yourself, others and resource features
- Evacuate if necessary (e.g., explosives or extreme fire behaviour)

Take control

- Secure the area
- Move resources at risk out of danger where possible
- Remove ignition sources
- Maintain communication at all times

Call for help

Call your Supervisor or Office and report (as per Fire Report Form):

- Location of Fire (block / road name, longitude / latitude, UTM); indicated on a map if possible
- Fire Characteristics (estimated size at discovery, behaviour)
- Fuel Type (type of trees and ground vegetation)
- Values at Risk (human life, machinery or buildings, timber)
- Weather Conditions (12 pm readings – temperature, relative humidity, wind speed, precipitation)
- Suspected Cause (lightning, operational, public, unknown)
- Actions Taken and Proposed (equipment, man power and contact information)

Additional information should be relayed where available/when appropriate (Refer to KPS Fire Report Form)

Respond / Take action

- Take on assigned role from Supervisor (i.e., typically the role of *Crew Boss* or crew in fire fighting)
- Follow directions from *Supervisor*. Ask for clarification if you don't understand your instructions
- Understand each element in the **WATCH OUT** safety review (given by the *Supervisor* or *Crew Boss*.
 - For example, workers must understand current weather patterns and how this affects the fire and their role in fire fighting, where the escape routes are, where potential hazards are located etc.). Refer to bottom of table for description of **WATCH OUT** safety review and/or the Taan Forest Wildfire Safety & Suppression Review – Level 1 course package.
- Take every precaution to prevent injury to yourself and others

- Don't action a fire without at least two safe escape routes, know where your Escape routes and Safety zones are
- Inform *Crew Boss* of any localized changes in weather
- Warn your crew and *Crew Boss* if you see something dangerous (for example give the alarm if the fire jumps the line)

Follow-up

- Report all fires, even if it was immediately put out
- Mop up the area and watch for "hot spots"
- Describe all details of the incident to your *Crew Boss*
- Restock your fire equipment

Office Personnel

Receive and process 'Emergency Call' and forward information to:

- General Manager
- Designate Incident Command

Staff

Implement Supervisor (*Incident Commander* and/or *Sector Boss*) instructions:

- Provide maps, make ground survey of fire boundaries
- Make aerial reconnaissance of fire area and report
- Locate pump and relay tank sites, advance fire guards and locate isolated boundaries
- Provide weather forecasts, weather readings, etc.
- Join *Fire Crew* as directed

Fire Line Safety

Crew Briefing

Conduct Crew Briefings every day on every fire no matter how small. Discuss:

- The Chain of Command
- Designated **Lookouts** (if any)
- **Communications** plan
- **Escape Routes** that lead to adequate **Safety Zones**
- Known fire line hazards.
- Safe work procedures to be used
- Current and expected fire behavior
- Fire suppression strategies, current fire activities and progress
- Suppression tasks
- Individual work assignments

Have LCES and WATCH OUT Safety discussions every day while firefighting crews are active. Fire fighters should expect that a Sector Boss / Incident Commander (Supervisor) will give a WATCH OUT safety talk prior to any fire fighting activities.

Weather: Dominants fire behaviour. Be informed of weather forecasts and be familiar with how fire behaviour patterns may be affected.

Action: Be aware of the fire fighting action plan, based on current and expected fire behaviour.

Tryout: Have at least two safe escape routes, and never evacuate uphill.

Communications: Maintain communications with crew, boss, and other crews at all time. Warn others if you see something dangerous. Always work with a partner and know where your partner is at all times.

Hazards: Be aware of potential hazards (snags, falling rocks, heavy equipment or aircraft).

Observe: Watch for changes in wind direction, velocity, and clouds. Be aware of symptoms of heat exhaustion and watch for symptoms in yourself and others.

Understand: Understand your instructions, and make sure yours are understood. Ask for clarification if unsure.

Think: Think clearly, be alert, and act decisively before your situation becomes critical. Safety first – take every precaution to prevent injury to yourself and others.

Lookouts – designate a lookout to monitor fires behaviour and change in direction

Communications – Maintain communications with IC, Crew and fire fighters. Let everyone know of new hazards on the fire line

Escape Routes – Have at least two escape routes to the safe zone, marked and timed

Safe Zones – have pre determined safe zones that protect fire fighters from smoke, heat and other fire line hazards.

Ministry of Forests and Range Take-Over Process

For extended fires, the MOFR is expected to take over management of the fire (note: this is subject to MOFR resources being available). Taan Forest personnel (including contractors) are expected to work cooperatively with the MOFR.

Taan Forest expects to continue to make those fire response resources with 30km of the fire available during extended fires until relieved (in writing) by the MOFR.

As per Wildfire Act section 2 (a) wildfires must be immediately reported to the Provincial Protection Branch at 1-800-663-555 (or *5555 cell).

As per Wildfire Act s. 6 (3) (b), wildfire control action must continue until (a) the fire is extinguished, (b) it becomes impracticable to continue with fire control, or (c) relieved by an MOF official in writing.

Cost and Compensation for Fire Control - Summary

Where Taan Forest is legally required or requested to action a fire, the government will pay compensation. Compensation is subject to Taan Forest:

- conducting an industrial activity (within 1km of the fire) and applicable to those resources located greater than 30km by road to the fire; or
- being requested to action a fire by the Fire Centre.

All firefighting costs must be tracked for potential compensation.

Aircraft authorization must be documented.

Where applicable, the Fire Centre's request for Taan Forest to action the fire must be documented.

Legal Requirements

Taan Forest' legal requirements are as follows:

As per the Wildfire Act Part 2, s.17 the government must pay compensation as prescribed to a person who, in respect of a fire, carries out fire control under an obligation imposed under section 6, or complies with an order under section 16. Subject to subsections (3) and (4), the government may pay compensation as prescribed to a person for his, her or its expenses incurred and work done in voluntarily fighting a fire on forest land or grass land or within 1km of forest land or grass land. Compensation is not payable under this section to a person in respect of a fire on private land that the person owns, rents or leases or on Crown land leased by the person from the government.

Appendix 1 – Fire Cache as of May 2018

LNR

2 1500 gal water trucks
1 2000 gal water trailer
1 1500 gal bladder
5 Mark III pumps
2 3" Volume Pumps
3900' 1 ½" hose
1500' 1" hose
2 John Deer Excavators
1 D6 dozer
2 cat/ finning excavators
12 S100 trained personnel

ASFP

1 1000 gal fire truck
1 Mark III
1 Wick375
1 Honda 2" volume pump
500' 1 ½" hose
200' 1' hose

Taan

5 Mark III
1 Honda 2' volume pump
10500' 1 ½" hose
5600' 1' hose
2 foam education systems
15 gal foam

Appendix 2 – Fire Event Report and Fire Record Forms

Appendix 3 – Definitions

Build-Up Index (BUI)	Numerical rating of the total amount of fuel available for combustion. It combines the DMC and the DC.
Duff Moisture Code (DMC)	Numerical rating of the average moisture content of the duff layer, a layer of loosely compacted organic layers of moderate depth on the ground. The DMC gives an indication of fuel consumption in moderate duff layers and medium-sized woody material.
Drought Code (DC)	Numerical rating of the average moisture content of deep, compact, organic layers in the floor of the forest. The DC is an indicator of seasonal drought effects on the forest fuels, and amount of smouldering in deep duff layers and large logs.
Fine Fuel Moisture Code (FFMC)	Numerical rating of the moisture content of litter and other cured fine fuels. This is made up mostly of dead and down needles and leaves, as well as lichens, mosses and other small loose debris. The FFMC is an indicator of the relative ease of ignition and flammability of fine fuels.
Fire Danger Class (DGR)	The Fire Danger Class (DGR) as determined in section 6(2) of the Wildfire Regulation. DGR is determined by Fire Region (Schedule 1) using the BUI and FWI. Low – low danger rating. Moderate – carry out any forest activities with caution. High – fire hazard is serious. Extreme caution must be used in any forest activities. Extreme – extremely high fire hazard. General forest activities may be restricted, including burning permits, industrial activities and campfires.
Fire Season Wildfire Regulation s.6(1)	Means the period beginning on the third day after the area is snow free, or in areas where snow cover is often absent, the third consecutive day that the temperature at noon is at least 12 degrees, and ending on whichever occurs first the first day of October on which each of the following is present; the daily fine fuel moisture code value is 75 or less; the daily duff moisture code value is 6 or less; the drought code value is 15 or less, or noon of the first day on which the area becomes snow covered.
Fire Rank	Fire Rank has been used to differentiate between a minor and major fire. The Fire Rank system enables fire fighters to communicate a summarized assessment of fire behaviour. Rank 1 – smouldering ground or creeping surface fire. Rank 2 – low vigour surface fire. Rank 3 – moderately vigorous surface fire. Rank 4 – highly vigorous surface fire, torching (or passive crown fire). Rank 5 – extremely vigorous surface fire or active crown fire. Rank 6 – blow-up or conflagration; extreme fire behaviour.
Fire Weather Index (FWI)	Numerical rating of fire intensity. It combines the ISI and the BUI. It is suitable as a general index of fire danger and accounts for the effects of fuel moisture and wind on fire behaviour.

<p>Major Fire Fire Rank 3-6</p>	<p>A fire is considered major if it is not brought under control by 10:00 am the morning following its outbreak. As per KPS's Environmental Reporting Standard, a major fire is defined as Level 1 or Level 2 (most severe) A major fire can also be defined by Fire Rank 3 to Fire Rank 6 (see definitions above).</p>
<p>Minor Fire OR KPS Environmental Reporting: Level 3 & 4 Fire Rank 1-2</p>	<p>A fire is considered minor if it is brought under control by 10:00 am the morning following its outbreak. As per KPS's Environmental Reporting Standard, a minor fire is defined as Level 3 or Level 4 (least severe). A minor fire can also be defined by Fire Rank 1 to Fire Rank 2 (see definitions above).</p>
<p>High Risk Activity Wildfire Regulation s.1(1)</p>	<p>A high risk activity includes:</p> <ul style="list-style-type: none"> - Mechanical brushing; - Disk trenching; - Preparation or use of explosives; - Using fire or spark-producing tools, including cutting tools; - Using or preparing fireworks or pyrotechnics; - Grinding, including rail grinding; - Mechanical land clearing; - Operating a power saw other than while doing so on a road or a landing or in a log sort area; - Rock drilling; provided drill is not within combustible material - Tree processing, including de-limbing; - Welding; - Portable wood chipping, milling, processing or manufacturing; - Log forwarding other than by logging truck on a road; - Skidding logs; - Yarding logs using cable systems; - Operating a vehicle equipped with metal tracks, chains or studs other than operating it - for road construction, road maintenance or road deactivation, or - on a road or landing or in a log sort area; - Clearing or maintaining rights of way, including grass mowing.
<p>Industrial Activity Wildfire Regulation s.1(3)</p>	<p>An industrial activity includes:</p> <ul style="list-style-type: none"> - debris piling, - mechanical modification of forest debris, - silviculture treatments, - timber harvesting, - road construction, - road maintenance, - road deactivation, - yarding logs with helicopter, - operating a power saw on a road/landing/log sort area, - the use of machinery on a road/landing/log sort area, and - loading logs on a road/landing/log sort area. <p>Operating equipment or machinery in relation to activities other than forest management during</p>

	<ul style="list-style-type: none"> – debris piling, – road construction, road maintenance or road deactivation, – rock drilling, – mining operations, – railway operations, – utility transmission operations, or – portable wood chipping, milling, processing or manufacturing
Initial Spread Index (ISI)	Numerical rating of the expected rate of fire spread. It combines the effects of wind and the FFMC on rate of spread without the influence of variable quantities of fuel.
Water Delivery System	<p>A system that can deliver a sufficient volume of water to effectively fight a fire of a reasonable foreseeable size, taking all factors into consideration, including the conditions of any area where the delivery system may need to be used. Also a system that can deliver water to any place at the site of an industrial activity, on the burn area or the site of the high risk activity, or reasonably adjacent to the burn site or the site of a high risk activity.</p> <p>A person carrying out a timber harvesting operation that uses helicopters to extract logs must ensure that all helicopters used in the operation are equipped and maintained such that they meet the requirements of the definition of a “water delivery system”.</p>