

Bushfire Survival Plan checklist

This Bushfire Survival Plan is for:

Located at:

Our Fire Ban District is:

Important phone numbers	
Fire, Police, Ambulance: 000 (TTY 106)	Insurance Company:
Doctor:	Insurance Policy number:
Other:	Water Supplier:
Other:	Local Council:
Other:	Electricity Supplier:
Other:	Gas Supplier:
Other:	Other:

Management		Supervisors	
Name	Number	Name	Number
:		:	
:		:	
:		:	
:		:	
:		:	
:		:	

Bushfire Information Hotline 1300 362 361 (TTY 133 677)

The frequency of our local ABC and /or other radio station broadcasting emergency warnings and information:

Other ways we will stay informed:

Our nearest Safer Settlement or Precinct:

Our nearest Last Resort Refuge (if all plans fail):

Leave early –Who is going to leave early? (list names and complete the leave early plan)

[illegible]

Stay and defend –Who will stay and defend? (list names and complete the stay and defend plan)

Anyone who is going to stay and defend must be involved in completing the plan, so that they know what to do

[illegible]

Pre-season checklists

Before the bushfire season, it's important to prepare your property and your staff.

Knowing our risk:

- ☐ I know the bushfire risk and history of the area
- ☐ I know the bushfire risk of my property (you can use the Online Bushfire Risk Assessment tool at www.cfs.sa.gov.au)

Preparing property *(delete out things that don't apply to you, add anything specific to your property)*

CFS Recommends:

- ☐ Check that trees and shrubs still have space between them (horizontally and vertically) so they don't form a continuous canopy. Prune if needed.
- ☐ Remove dead vegetation from around your home and prune lower limbs of trees.
Check with your council to see if a permit is required to burn off garden waste, or dispose of the material through mulching or at a council rubbish dump
- ☐ Remove bark, heavy mulch, wood piles and any other flammable materials close to our home and sheds.
- ☐ Ember-proof the building: seal gaps and areas under the building, verandahs or balconies; repair any loose tiles or gaps in the roof; cover windows, crevices and vents with fine wire mesh or flywire; repair or fill nooks and crannies where leaves or embers could gather.
- ☐ Slash or mow long grass and remove cut material (unless it can rot down before summer).
- ☐ Remove weeds.
- ☐ Cut back trees overhanging your home.
- ☐ Remove fallen branches and other debris.
- ☐ Remove leaves from gutters.
- ☐ Check and service all mechanical equipment, including grass cutters, water pumps, sprinkler systems and fire extinguishers.
- ☐ Check insurance is still adequate
- ☐ Prepare / check your emergency kit (see kit section)
- ☐ Check your fire clothes still fit (see clothing section)
- ☐ Review, update and practise your Bushfire Survival Plan.

We will also do:

- ☐
- ☐

Preparing our kits *(delete out items you don't think you need, add anything extra for your own needs)*

General Items - location of kit:

CFS Recommends:

- ☐ Battery powered AM/FM radio plus spare batteries
- ☐ Waterproof torch
- ☐ Woollen blankets
- ☐ Clothing to protect you during a bushfire (see below)

- ☐ First aid kit with manual
- ☐ A can opener
- ☐ Emergency contact numbers

We will also add

- ☐
- ☐

Before we leave, we will add:

CFS Recommends:

- ☐ Money, key cards and credit cards
- ☐ Important documents (e.g. Insurance papers, wills, passports, IDs), valuables and photos
- ☐ Drinking water (three litres per person per day) and food for at least 72 hours

- ☐ Mobile phone & charger
- ☐ Blankets

We will also add

- ☐
- ☐

For your pets

CFS Recommends:

- ☐ Basket/cage/leash
- ☐ Medications, food, drinking water and bowls
- ☐ Familiar item (toy, bed, treats) to help reduce stress

We will also add

- ☐
- ☐

Equipment to stay and defend - located:

CFS Recommends:

- ☐ buckets and mops
- ☐ drinking water
- ☐ mobile phone chargers
- ☐ fire extinguishers
- ☐ hoses and spare hose fittings
- ☐ knapsack sprayer / weed sprayer / large water gun
- ☐ shovel

- ☐ ladder
- ☐ towels
- ☐ medications
- ☐ gutter bungs or other equipment for blocking downpipes.

For our personal situation, we will also add

- ☐
- ☐

Clothing - located:

CFS Recommends everyone has /wears:

- ☐ Natural fabrics such as cotton, denim or wool (synthetics can melt or burn).
- ☐ A long sleeved shirt to prevent burns to the upper body and arms.
- ☐ A pair of heavy cotton pants or overalls to shield your legs.
- ☐ Sturdy leather work boots and a pair of wool socks to prevent burns to the feet.
- ☐ A wide brimmed hat to stop embers from

dropping on your head or down your back.

- ☐ Work gloves to protect your hands.
- ☐ A pair of goggles to safeguard your eyes against smoke, embers and debris in the air.
- ☐ A smoke mask or moist cloth to cover your nose and mouth to protect you from inhaling smoke and embers

Our additional clothing items are:

- ☐

Leaving Early Plan

It is recommended that you leave early if:

- ☐ There is a **Catastrophic** Fire Danger Rating.
 - ☐ There is an **Extreme** Fire Danger Rating and your home has not been specially designed and constructed.
- It is a **Total Fire Ban** and:
- ☐ Your **property** has not been well maintained, you don't have the right **equipment** or you don't have a **practised plan** to stay and defend
 - ☐ The people who will be actively at home are **not emotionally prepared** and **physically fit** or are **young, elderly** or **vulnerable**

We will follow this plan when: *(delete out the option/s you won't follow, add an option that's missing)*

The declared Fire Danger Rating is ☐ Very High ☐ Severe *(Total Fire Ban)* ☐ Extreme *(Total Fire Ban)* ☐ Catastrophic *(Total Fire Ban)*

Other triggers (e.g. family members being home alone, loss of water or power and the ability to leave your home safely)

When to go

(This is the most important part of your plan. Plan to leave early enough to avoid being caught in smoke, the fire or on congested roads. E.g. the night before or morning of a fire danger day, a fire in the area, the smell of smoke)

Where we will go and how we will get there:

(Choose places in Bushfire Safer Settlements or Precincts. Plan several routes in case the road is blocked)

Location 1:	Route:
Location 2:	Route:
Location 3:	Route:

We will take:

We will tell: *(Before and after)*

We will come back when:

(e.g. when the area is declared safe, when a lower Fire Danger Rating is released)

Back-up plan if we don't get out before a fire:

(is there somewhere else you can go to shelter?)

Stay & Defend Plan

Anyone who is not going to leave early must be involved in completing this stay-and-defend plan to ensure they know what to do. Every plan will be different depending on your circumstances.

It is recommended that you do not stay and defend if:

- ☐ There is a **Catastrophic** Fire Danger Rating.
 - ☐ There is an **Extreme** Fire Danger Rating and your business has not been specially designed and constructed.
- It is a **Total Fire Ban** and:
- ☐ Your **property** has not been well maintained, you don't have the right **equipment** or you don't have a **practised plan** to stay and defend
 - ☐ The people who will be on site are **not emotionally prepared** and **physically fit** or are **young, elderly** or **vulnerable**

Other triggers that mean we will not stay and defend are:

We will follow this plan when:

The declared Fire Danger Rating is ☐ Very High ☐ Severe (Total Fire Ban) ☐ Extreme (Total Fire Ban)

Other triggers (e.g. a fire in the area, the smell of smoke)

The night before or early the morning of a fire danger day, we will

(choose **when** you will do these)

(Fires can start suddenly and without warning. When bad fire conditions are forecast, what things will you do to prepare *before a fire even starts* in the area?)

CFS Recommends (delete those that don't apply to you):

- ☐ Check the Fire Danger Rating
- ☐ Remind everyone of the plan and check that they understand their role
- ☐ Check your kit
- ☐ Have plenty of drinking water
- ☐ Water garden
- ☐ Block down pipes and fill gutters with water
- ☐ Move flammable items away from the building; shut off gas at meter or bottle
- ☐ Prepare water buckets, a torch and ladder ready to check the ceiling space
- ☐ Prepare for the possibility that no power and/or no phone lines will be available
- ☐
- ☐

Fire Starts in the area / before the fire approaches: (activate your plan – those leaving early should have already left the property, list the things you need to do in preparation)

CFS Recommends (delete those that don't apply to you):

- ☐ Get into fire clothes
- ☐ Turn on sprinklers
- ☐ Shut doors / windows
- ☐ Put tape across the inside of windows so they remain in place if broken
- ☐ Watch out for embers

As the fire approaches: (prepare for ember attack, list the actions you will take)

CFS Recommends (delete those that don't apply to you):

- ☐ Fight spot fires
- ☐ Wet vegetation near your business with a hose or sprinkler (now that the fire is closer)
- ☐ Shut all windows and doors and place wet blankets and towels around windows and door edges to keep out smoke and embers
- ☐ Prepare inside your business (e.g. remove curtains, move furniture away from windows)
- ☐ Stay close to the building, drink water and check welfare of others
- ☐ Patrol the inside of the building as well as the outside for embers or small fires

For our personal situation, we will also do the following:

- ☐
- ☐

As the fire front approaches (fire about to arrive): (when will you move inside to shelter? Stay safe by monitoring the fire from inside your home, check for embers, etc.)

CFS Recommends (delete those that don't apply to you):

- ☐ Take all firefighting equipment inside such as hoses and pumps as they may melt during the fire
- ☐ Move inside the building until the fire front passes. If possible shelter in a room that it is on the opposite side of the building to the approaching fire and has two exits
- ☐ Patrol the inside of the business - including checking the ceiling space - for embers or small fires
- ☐ Continue to drink water

For our personal situation, we will also do the following:

- ☐
- ☐

After the fire has passed: (patrol your property to extinguish burning embers. You may need to do this for several hours. Outline what actions you will take)

CFS Recommends (delete those that don't apply to you):

- ☐ Remember to put on any protective clothing you removed while inside
- ☐ Go outside and extinguish small spot fires and burning embers
- ☐ Hose down the building, paying special attention to the roof space, window frames and under-floor areas
- ☐ Patrol the property inside and out, including the ceiling space and extinguish any fires. Sparks and embers will continue to fall and smoulder, so keep checking for several hours
- ☐ Let everyone know that you are okay
- ☐ Monitor the radio for updates
- ☐ Stay with your home until you are sure the surrounding area is clear of fire.

For our personal situation, we will also do the following:

- ☐
- ☐

Contingency plan: (what will you do if you can't activate your plan? Leaving late is deadly. Make sure you identify a safer location and safe route)

Other notes: