

CHECKLIST #10

WILDFIRE SAFETY CHECKLIST

PREVENTION: THE FLORIDA FIREWISE PROGRAM

Step 1. Choose a firewise location.

- Check with local officials to see what fire protection is available.
- Evaluate the site. A level area is better than a sloped one.
- Ensure that emergency vehicles will have easy access.
- Don't forget to clearly mark your location so firefighters can find you.

Step 2. Design and build firewise structures.

- Work with architects, contractors and fire officials to create a design that is both aesthetically pleasing and firewise.
- The number one cause of structural losses in wildland fires is from untreated wood shake roofs.
- Don't let sparks jump from your business or home to the wildland--or from a wildland fire to your home or business.

Step 3. Stay on guard with firewise landscaping and maintenance.

For specific information, go to www.firewise.org

EMERGENCY EVACUATION

- Implement the Warning Procedure to alert all employees of the danger and immediate evacuation.
- If there is sufficient time, take the vital records, i.e., server or backup tapes (in fire-proof container) to safer location. See "Go Box".
- Congregate at the appropriate meeting place outside of the building to verify all employees have evacuated the building.
- Confirm the Emergency Communications Plan (call-down procedures, emergency contact)
- If necessary, initiate the Continuity of Operations Plan (alternate work site(s), telework options, etc.).