

# EMERGENCY FIRE RESPONSE

## A Guide to conducting Tests & Drills

<b>Timber Sale/Contract #:</b>
<b>Licensee/Contractor:</b>
<b>Date conducted:</b>
<b>Conducted by:</b>

### DETAILS OF THE DRILL OR TEST

Scope of the Test or Drill		
	<i>Example Scenario</i>	<i>Actual Scenario</i>
	<b>Scenario:</b> A worker discovers a small fire (lightning strike) at the edge of cut block that has almost drifted into the standing timber	
	<b>How to set up for a test:</b> Explain the scene to the participants and let them give feedback on what response steps should be taken to combat this fire	
	<b>How to set up for a drill:</b> Mark the area that is on "fire" with highly visible flagging tape. Instruct the participants as to the nature of the fire, and allow them to respond	
Suggested steps & sequence		
1	<b>Assess</b> the hazard and the safety risk	<ul style="list-style-type: none"> <li>Evaluate the seriousness of the fire and the potential it has for producing injury or fire damage</li> <li><b><i>If there is insufficient training, no S-100 holder, inadequate equipment, or the fire is too large to fight safely, proceed to step 5</i></b></li> </ul>
2	<b>Develop a plan</b> for initial attack	<ul style="list-style-type: none"> <li>The S-100 holder should determine the method of initial attack, equipment, and personnel required</li> </ul>
3	<b>Provide direction/instruction</b> to the fire fighting crew	<ul style="list-style-type: none"> <li>Dispatch personnel to mobilize the equipment</li> <li>Alert the crew to the potential hazards, and provide any immediate instruction necessary to ensure their safety</li> </ul>
4	<b>Commence initial attack</b> on the fire	<ul style="list-style-type: none"> <li>The S-100 holder will monitor the fire fighting efforts until relieved by a higher authority or another trained suppression worker</li> </ul>
5	<b>Report the fire</b> to appropriate authorities	<ul style="list-style-type: none"> <li>Notify your immediate supervisor</li> <li>Notify your BCTS representative</li> <li>Using the <i>Initial Fire Report Form</i>, notify the Fire Centre at 1-800-663-5555 and provide information</li> </ul>
6	<b>Complete mop up</b> with appropriate personnel	<ul style="list-style-type: none"> <li>Mop up will be performed under the direction of a qualified supervisor or Ministry of Forests officer</li> </ul>
7	<b>Complete an Incident Report</b>	<ul style="list-style-type: none"> <li>Fill out <u>non-shaded section</u> of EMS CHK-018 Incident Report and give to your BCTS rep for completion</li> </ul>
Actual steps & sequence described or performed		
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

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### EVALUATION OF THE DRILL OR TEST

Test/Drill Participants	

Evaluation Summary			
Description	Yes	No	Deficiencies/Comments
All essential steps for the test or drill were included			If not, describe what steps were missed:
The sequence of steps were appropriate for the test or drill			If not, describe what steps were out of sequence:
Sufficient emergency equipment was available for response			If not, list what equipment was missing:
Communication equipment was available to allow reporting in a timely manner			If not, describe what was missing or faulty:
The Incident Report was completed properly			If not, describe the deficiency:
Participants in the test or drill demonstrated adequate previous training			If not, list the training that was lacking:

Did the test/drill demonstrate positive results? Yes <input type="checkbox"/> No <input type="checkbox"/>		
(Check the boxes to indicate where improvement can be made)		
√	Opportunities for Improvement	Additional Comments
<input type="checkbox"/>	Participants require further training by the licensee/contractor supervisor or an outside source	
<input type="checkbox"/>	Additional response equipment is required	
<input type="checkbox"/>	Communication capability needs to be upgraded	
<input type="checkbox"/>	Licensee/contractor supervisor needs further training to properly complete forms	
<input type="checkbox"/>	The test/drill should be repeated within a short time to correct the deficiencies	