



**Open Burning Checklist**

Category 2, Category 3 and Resource Management Open Fires  
Pre-Ignition Checklist

Timber Sale Licence:	Or Project Number/Description:
Project Geographic Location:	
Latitude (UTM):	Longitude (UTM):
Completed by: _____ Date: _____	
Company Name: _____ or BCTS Staff <input type="checkbox"/>	
Contact Phone Number(s) (if not BCTS Staff): _____ (cell / office / other _____) _____ (cell / office / other _____)	
Burn Registration Number (required for Category 3 and Resource Management Open Fires): _____ N/A <input type="checkbox"/> Call 1-888-797-1717	
Planned Start Date: _____	
Pile Burning <input type="checkbox"/> Broadcast Burning <input type="checkbox"/>	

**EMERGENCY RESPONSE INFORMATION**

All worksites must have appropriate emergency preparedness equipment and planning.  
See the **BCTS Emergency Response Manual** for responsibilities.  
An **Emergency Response Plan (ERP)** must be in place prior to starting work.

**ALL forest fires must be reported immediately to:**  
**1-800-663-5555, or \*5555 on the Cantel or Telus cellular networks, or to a regional manager, district manager, designated forest official, or peace officer.**  
**The BCTS contact must also be notified as soon as possible.**

**This checklist is intended for information purposes only. It is not legal advice. For legal reference, please visit the Wildfire Act and Wildfire Regulation online at: <http://bcwildfire.ca/LegReg/>**

The Wildfire Act puts the onus on you to use fire safely. This requires you to determine if you can burn safely before lighting a fire and take reasonable precautions to ensure the fire is contained. Contravention of the Wildfire Act is an offence. A person who contravenes the Wildfire Act may be liable for an administrative penalty, a fine upon conviction, and/or fire fighting and rehabilitation costs as specified in the Wildfire Act. You must completely extinguish the fire before leaving the area. Ensure the ashes are cold to the touch.

**Definitions from Wildfire Regulation (2014) Section 1**

Category 2 Open Fire: "...open fire that (a) burns material in one pile not exceeding 2 m in height and 3 m in width, (b) burns material concurrently in 2 piles each not exceeding 2 m in height and 3 m in width, or (c) burns stubble or grass over an area that does not exceed 0.2 ha." (See WR, S. 21)

Category 3 Open Fire: "...open fire that burns (a) material concurrently in 3 or more piles each not exceeding 2 m height and 3 m in width, (b) material in one or more piles each exceeding 2 m in height or 3 m in width, (c) one or more windrows, or (d) stubble or grass over an area exceeding 0.2 ha." (See WR S. 22)

Resource Management Open Fire: "...open fire that (a) burns unpiled slash over an area of any size, or (b) is not a category 1, 2 or 3 open fire and is lit, fuelled or used for silviculture treatment, forest health management, wildlife habitat enhancement, fire hazard abatement, ecological restoration or range improvement." (See WR, S. 23)

See WILDFIRE REGULATION for definitions of other categories of Open Fire.

**Anyone who lights, fuels or makes use of a Category 3 open fire must comply with the Environmental Management Act and the Open Burning Smoke Control Regulation.**

**How to find Venting Index Information:**

- BC Environment Venting Index: <http://www.env.gov.bc.ca/epd/epdpa/venting/venting.html>
- Provincial Venting Index Hotline: 1-888-281-2992

Fire Information: 1-888-336-7378 or <http://www.bcwildfire.ca/hprScripts/WildfireNews/Bans.asp>  
For information on campfire, open fire and travel bans or restrictions.

Element	Yes / No / N/A	Comments
<b>PLANNING</b>		
Has a waste survey been completed and placed on file?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Has piling been completed so that burning can be completed safely and effectively without damage to the environment? If No, prescribe piling re-work.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	

Is a site map available for workers on-site, as well as for arriving responders in the event of an escape, identifying water sources, access/egress, helispots, etc.?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Are there any applicable burning bans or restrictions?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Have all the necessary precautions to ensure the fire is contained in the burn area been taken?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Venting Index/Ventilation Index adequate?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Any Air Quality Burning Bans? (check with MOE)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Watchperson and Patrol plan in place for during and after operations to ensure no hangover-relights? (Including names/schedule/contacts)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Legal obligations under the Wildfire Act and Regulation, as well as other applicable legislation and regulations, reviewed and understood?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Fuel break has been established or identified?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
If burning anything other than clean woody debris, has a permit or approval from MOE been obtained?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
If burning near the public interface, have local officials/stakeholders been notified (i.e. fire department, public, 911 dispatch)?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Have you checked with the local Fire Department and Municipality for local Bylaws that pertain to open fires?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Burn Registration Number obtained?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Approved Burn Plan? (required for Resource Management Open Fires or if required by local Fire Management Official)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
<b>WEATHER ELEMENT</b>		
Check forecast wind conditions. If the wind is strong enough to carry sparks to other combustible material, do not burn.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Choose a weather station location that adequately represents the worksite.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Check the detailed weather information, including Fire Danger Class, Temperature, Relative Humidity, Precipitation and Wind Speed for work site.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Ensure that a system is in place for site crew and supervisor to keep notified of current and expected weather forecasts. (Keep records)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Consider site conditions that could lead to potential dangerous fire behaviour or increase probability of spot potential or escape, including slope, aspect, topography, fuels, access and egress.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Are Best Management Practices being incorporated and used for open burning? (Cured fuels, ignition timing, etc.)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
<b>SAFETY / FIRE FIGHTING CAPABILITIES</b>		
Have all staff on-site received, at minimum, certified S100 Fire Suppression training?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Have all staff on-site been trained on a suppression/response plan in the event of an escape?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Has a Communication plan been established for reporting escaped fire or other emergency situations?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Is a list of resources available for fire suppression on-site, including personnel and equipment?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Has an equipment cache location been established, and the location communicated to all workers on-site?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Have sources of water for fire suppression been identified. If none available, develop a contingency plan.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Ensure key contact information for reporting emergencies is included in the ERP.	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
Is adequate suppression equipment on-site?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	
<b>Signed:</b> _____		<b>Date:</b> _____
<b>Reviewed by:</b> _____		<b>Date:</b> _____

MOE = Ministry of Environment