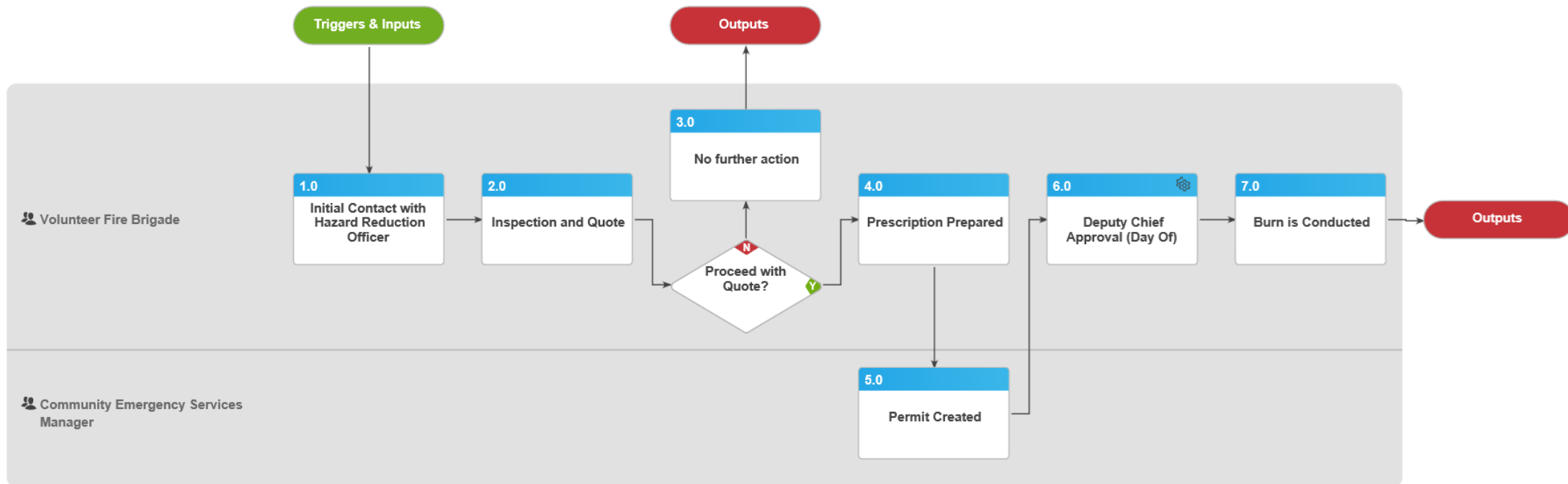


Bush Fire Brigade Prescribed Burn Process



Summary

Objective

If a member of the public wishes to engage the Brigade to conduct a burn on their property, this is the process that will be followed.

Owner Steven Lake

Expert Steven Lake

Procedure

1.0 Initial Contact with Hazard Reduction Officer Volunteer Fire Brigade

2.0 Inspection and Quote Volunteer Fire Brigade

? Proceed with Quote? Volunteer Fire Brigade

YES.... Continue

NO.... NEXT ACTIVITY

3.0 No further action Volunteer Fire Brigade

4.0 Prescription Prepared Volunteer Fire Brigade

5.0 Permit Created Community Emergency Services Manager

NOTE Chief Bush Fire Control Officer

The Chief will create a permit. While the Chief can impose permit conditions that are more restrictive than the prescription, conditions must still corroborate the prescription requirements.

6.0 Deputy Chief Approval (Day Of) Volunteer Fire Brigade

NOTE Deputy Chief Role

While Deputy Chiefs are typically Brigade volunteers, the Deputy Chief Bush Fire Control Officer is a City of Kalamunda volunteer position that sits outside of the Brigade chain of command and management structure. For the purposes of this process, the Deputy Chief will oversee the Brigade's compliance by calling a final go/no go on the day of the planned burn.

While the Deputy Chief may withdraw support for burning for whatever reason they see fit, a few factors are listed below as a guide

a Are appliances suitable/sufficient in number?

NOTE Appliances

The prescription will detail what appliances are required for the burn.

b Are there enough crew to conduct this burn?

NOTE Crew

The prescription will detail the minimum number of personnel to be in attendance. The permit conditions will support this number.

The Deputy Chief may also take into consideration the experience of the crew to ensure there is enough qualified members on site.

c Is the weather appropriate to burn?

NOTE Weather Notes

Wind speed, temperature, soil dryness index and a number of weather/climatic factors may mean that this burn is not suitable to be conducted at this time. If, in the Deputy Chief's opinion that these parameters are not consistent with the Brigade's burning practices, they may cancel or postpone the burn.

d Is the prescription correct, and is the Brigade burning to the prescription requirements?

NOTE Prescription

As a final check to oversee the Brigade's compliance to their prescription, the Deputy Chief will ensure the prescription is correct, takes into account all foreseeable issues and any other issues are mitigated

7.0 Burn is Conducted
Volunteer Fire Brigade

a The Brigade will conduct the burn

b The officer in charge will make the area safe and leave the burn in the hands of the owner

NOTE Make Safe / Departure

The owner is also given the Brigade's duty officer mobile number in case they have any following. The owner is also advised that if they have concerns about the burn, do not hesitate and call 000.

c The officer in charge will arrange for patrols/checks - usually the following day or as they see fit

Triggers & Inputs

TRIGGERS

None Noted

INPUTS

None Noted

Outputs & Targets

OUTPUTS

None Noted

PERFORMANCE TARGETS

None Noted

RACI

RESPONSIBLE

Roles that perform process activities

Community Emergency Services Manager, Volunteer Fire Brigade

Systems that perform process activities

None Noted

ACCOUNTABLE

For ensuring that process is effective and improving

Process Owner Steven Lake

Process Expert Steven Lake

CONSULTED

Those whose opinions are sought

STAKEHOLDERS

None Noted

None Noted

INFORMED

Those notified of changes

All of the above. These parties are informed via dashboard notifications.

Systems

Personnel

Lean

None Noted