



CLIMATE CHANGE ADAPTATION PROGRAM

Wildfire Communication Plan for Agriculture

STRATEGIC PLAN

Funding for this project has been provided by the Governments of Canada and British Columbia through the Canadian Agricultural Partnership, a federal-provincial-territorial initiative. The program is delivered by the Investment Agriculture Foundation of BC.

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Wildfire Communication Plan for Agriculture

Regional District Okanagan-Similkameen,
and other organizations as appropriate

Funding for this project has been provided by the governments of Canada and British Columbia under the Canadian Agricultural Partnership, a federal-provincial-territorial initiative. Funding is administered by the Investment Agriculture Foundation of BC and the BC Agricultural Research & Development Corporation. This project is part of the Regional Adaptation Program delivered by the Climate & Agriculture Initiative B

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SUMMARY SHEET

Plan Ref.	Reference number to be inserted
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Purpose	<ul style="list-style-type: none">• Strengthen relationships between agricultural groups and wildfire response agencies to provide proactive wildfire communication• Provide activation and information sharing between the Regional District of Okanagan-Similkameen and agricultural producers
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Partners	The responders engaged in the Regional District of Okanagan-Similkameen and other, partner organisations as appropriate.
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Date Plan comes into force:	To be inserted
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Date of Plan Review:	October 2019
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Plan Owner:	Regional District of Okanagan-Similkameen
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Plan drawn up on behalf of:	
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Plan drawn up by:	www.reddragonconsulting.com
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Location of Plan in Force	Emergency Operations Centre, Agriculture Commodity Sector Groups
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VERSION RECORD

Version	Date	Amendments made	Authorized

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1 Introduction

This Wildfire Communication Plan for Agriculture (the Communication Plan) provides a framework to facilitate the controlled exchange of information between the Regional District Okanagan Similkameen (RDOS) and agricultural residents, required actions for effective communication before during and after a wildfire event.

In all major emergencies, it is commonplace for the Emergency Operations Centre to request Liaison Officers from the responding agencies and ministries in order to facilitate and coordinate the emergency response. This document identifies the need for early liaison and joint decision making with the Ministry of Agriculture, Food and Fisheries, liaison representative when a wildfire threatens agriculture producers. Special mention is made within the actions as well as the Appendix F of the role of such an agricultural liaison officer. This guidance also identifies the potential additional resources of the agricultural commodity group members to fulfil the role of a liaison officer, as required by the emergency event.

2 Purpose

The purpose of this Plan is to enable the Regional District Okanagan Similkameen (RDOS) and partner organisations to:

- be prepared to exchange information with agricultural residents upon identified trigger points;
- effectively exchange information with the agriculture sector pre, during and post wildfire season;
- provide a professional, co-operative and effective response – sensitive to the unique needs of the agriculture sector – when an emergency happens;
- produce effective communication plans that complement agricultural producers' and other organisations' responsibilities to enable dovetailing of procedures.

The Communication Plan incorporates measures to enable the RDOS, Emergency Response Agencies and Agricultural Producers to:

- establish a realistic understanding of expectations from the commencement of the Plan;
- maintain ethical and cultural standards;
- properly train designated Information Officers and other staff handling information;
- review and test the Plan and its procedures to promote confidence and to ensure that the Plan remains 'fit for purpose';
- ensure mechanisms exist to facilitate the review and audit of information and to capture recommendations and make improvements.

3 Information Sources

3.1 Purpose of Information

This Communication Plan will share information with the agriculture sector during the following stages and for the following purposes:

- a) The six stages of integrated emergency management in relation to the Wildfire Season:
 - **Preseason:** anticipation, assessment, prevention, preparation,
 - **Response:** during an active season,
 - **Recovery:** post season.
- b) Partnership work for the purposes of:
 - Provision of local agricultural specific information to aid emergency risk identification,
 - Information sharing to agricultural producers pre, during and post wildfire season,
 - Identification of agriculture resources and knowledge to assist wildfire emergency management response,
 - Building agricultural producer capability (capacity and competence) within the Regional District Okanagan Similkameen Emergency Operations Centre list of available resources.

3.2 Information Sources

There are two official sources of information in relation to any wildfire emergency or disaster in British Columbia, either the RDOS Emergency Operations Centre (EOC) during an activation or the BC Wildfire Service, at all times.

3.2.1 RDOS Emergency Operations centre

The RDOS Emergency Operations centre, as required by law, must prepare emergency plans and maintain an emergency management organization. This is to ensure the safety of citizens when a situation escalates beyond the first responder level.

In relation to an emergency impacting agriculture, the EOC role includes but is not limited to:

- Advise farm operators of threats and ongoing status of emergency. Personnel from the Ministry of Agriculture, Food and Fisheries, or the relevant livestock associations, may assist with this activity to provide remote support for agriculture permitting and livestock movement.
- EOC may, on an as needed basis, request agricultural experts or representatives to attend an EOC.
- May coordinate transportation logistics needed to relocate livestock and poultry to safety. Note: The RDOS may not establish or manage centralized livestock relocation sites or provide associated support services.
- A critical role of the RDOS EOC is to formally issue the three stages of an evacuation: order, alert and rescind.
- This information can be found at www.emergency.rdos.bc.ca

3.2.2 BC Wildfire Service

The BC Wildfire Service delivers effective wildfire management and emergency response support on behalf of the Government of British Columbia. The primary objectives are to protect lives and values at risk and encourage sustainable, healthy and resilient ecosystems. They are the primary providers of risk information to the public, local and provincial governments.

In relation to an emergency wildfire situation BC Wildfire Service will:

- Provide risk information daily at 2:00pm through the Fire Danger Map for the province.
- Maintain the Operations Wildfire interactive dashboard to provide detailed information of past and active fires, fire perimeters (when available) and fire details.
- Advise and recommend the RDOS EOC on potential evacuation alerts and orders if public safety will be impacted.
- As appropriate, undertake tactical evacuations with emergency responders if the impact is imminent, with direct liaison with RDOS EOC.
- This information can be found at [BC Wildfire Dashboard](#)

Under all circumstances, emergency response agencies and the local government will follow the BC Emergency Management System (BCEMS) (Appendix I). Additional explanations of roles can be found in Appendix O.

4 Preseason Actions

The following section describes activities to undertake preseason, in response and in recovery following a wildfire with potential or actual impact to an agricultural producer.

These tables and flowcharts do not replace the Emergency Operations Centre procedures but are designed to complement and enhance communication with the agriculture sector and agricultural residents.

Preseason

Preseason communication and preparedness planning should be undertaken early in the year (e.g. late winter/early spring) to engage agricultural residents and to provide them with the necessary information to prepare for the upcoming wildfire season. It will be important to identify what type of preseason communication is utilised to cascade messages, examples include workshops, emails and or local meetings. EOC Staff are reminded to utilise the contacts listed within the appendix as well as the communication templates. These templates can be amended, as required, depending on the type and location of the wildfire. Proactive planning during the preseason provides an opportunity to engage agricultural producers about farm-level preparedness and to provides a mechanism for producers to submit their 2-page Agriculture Wildfire Plan to the RDOS EOC.

These 2-page Agriculture Wildfire Plans can be used by emergency management staff to update maps and vital information such as critical infrastructure, water sources, values at risk and most importantly contact information. In times of response to an active wildfire the RDOS EOC can access this information and directly share it with BC Wildlife Service and utilize the information for advanced planning purposes. These pieces of information are vital to both BC Wildfire Service operations as well as strategic objectives of the RDOS EOC.

Table 4.1 Preseason good practice

Indicators of good practice: PRESEASON	
Preseason preparedness	<ol style="list-style-type: none">1. Information is shared preseason through a wildfire preparedness bulletin that includes seasonal outlook, current fire danger and where to find more information, what actions should take place and by whom, and official sources of information.2. Preseason information exchange/workshop and training opportunities with agricultural organization representatives to discuss fire threat and hazard outlooks, roles and responsibilities during an emergency, uses of the farm preparedness and mitigation plans, temporary access procedures, key points of contact, communication and information's sources, detailed training opportunities, and review of lessons learned from the last year.3. Public information on grants and planned suppression operations (prescribed burns) for producers and organisations shared seasonally.4. Emergency Management Staff assess and utilise 2-page Agriculture Wildfire Plans within the EOC Advanced Planning file structure and procedures.5. Emergency Management Staff inputs 2-page Agriculture Wildfire Plans into the Emergency Management GIS layers which can be extracted and provided to BC Wildfire Service through the EOC Planning Section.6. Routine reminders to public, agricultural producers and agricultural organizations to sign up for RDOS Civic Ready for emergency notification messages.7. Annual review of the Hazard Risk Vulnerability Assessment.

The tables below provide communication preseason guidance, dependant on hazard and risk level to produce a standardized activation system to ensure consistency throughout a wildfire event include.

Table 4.2 Table Preseason Communication Actions

When	Action	Template
November	Reminder for agriculture business insurance changes before wildfire season. Task 1. Send out via Civic Ready to agriculture contacts Task 2. Send out to agricultural organizations Task 3. To accompany task 2. Provide the Communications Plan or an Executive Summary or an “introductory letter” to agricultural organizations and provide timetable of information sharing. (Year 2 task, appendix template to be created)	Appendix A: Information Release, <i>It's time to prepare for wildfire season</i>
December to March	RDOS: Plan and organize annual preseason meeting of agricultural representatives and response agency representatives. Recommended date March.	Appendix B: Guidance and Agenda for meeting
Monthly or as defined by RDOS Emergency Plan	RDOS: Reminder to sign up for Civic Ready. Note an additional information release to be created to relay the importance of emergency notifications for the agricultural sector. (Year 2 task)	Appendix C: Information release reference RDOS Civic Ready (tbc)
March	RDOS: Advanced planning preparedness EOC meeting for new wildfire season. Assessment and review of lessons learned for EOC procedures, assessment and review of readily available agricultural information (GIS mapping).	Appendix D: Advanced Planning EOC Preparedness
March	RDOS: Plan and develop annual agricultural information bulletin to decide what content is required.	Appendix E: Wildfire Preparedness Bulletin (sample)
March/April	RDOS, BCWS, Agri Commodity Groups: attend annual preseason wildfire risk and hazard meeting. Note: invite adjacent regional districts as appropriate.	Appendix B: Guidance and Agenda for meeting
May week one	Province wide annual emergency preparedness week. RDOS: Incorporate agricultural preparedness messages to include, emergency civic ready information, Wildfire Preparedness/Fire Smart initiatives, Farm Mitigation Preparedness Plan. Other sources could include Environment Canada forecast (reminder of Environment Canada Weather App, River Forecast Centre April Water Supply Bulletin).	Refer to RDOS Emergency Communication Plan
April	Issue Annual Agricultural information bulletin.	Appendix E

5 Response Actions

The following section describes activities to undertake during a response to a wildfire event with specific reference to actions centered around the agricultural community. These tables and flowchart do not replace the Emergency Operations Centre procedures but are designed to enhance communication with agricultural producers.

Response

During a wildfire response, situational information will be updated hourly or periodically throughout the day dynamically dependant on the risk level and nature of the fire. There will be occasions where action and communication plans are made by all parties but due to the changing circumstances on the fire ground, those plans will be altered to ensure public safety and the principles of BCEMS are followed.

BC Wildfire Service has the ability, where resources allow, to deploy a BCWS Liaison Officer to the RDOS EOC (and potentially vice versa) to provide direct information from the BCWS Incident Management Team. Organized liaison meetings are usually early morning and later afternoon to provide a synopsis of the current event, resources and predicted escalation. It must be cautioned that some information presented will be sensitive information and must be handled appropriately.

In the early stages or during an escalating event, it is anticipated that BCWS and RDOS EOC liaison will take place either directly by the Fire Commander to the EOC Director and/or BCWS Incident Management team to RDOS Planning Chief and/or from information to Information Officer. For all time critical and significant fire updates the RDOS EOC director will be in direct communication as required, 24 hours a day. This information will be updated dynamically and not to any time schedule due to the unpredictable nature of the fire event, values at risk and activities on the fire ground.

Additional standard emergency management guidance can be found in the following appendices:

- APPENDIX J: Key Phases of Communicating During an Emergency
- APPENDIX K: Specific Evacuation Procedures
- APPENDIX L: Evacuation Alert
- APPENDIX M: Evacuation Order
- APPENDIX N: Evacuation Rescind
- APPENDIX O: Roles and Responsibilities

Table 5.1 Response good practice

Indicators of good practice: RESPONSE	
Response Actions	<ol style="list-style-type: none"> 1. Information is shared immediately, once vetted, by the EOC to provide up to date public information to potential impacted communities/agricultural producers. 2. Official information sources for current wildfire information from RDOS EOC and BCWS are promoted on all information releases to allow easy access for impacted communities/agricultural producers. 3. EOC information section staff consider non-digital information as well as digital information sources for those communities that have difficulty in accessing the internet. The EOC communications plan should include those hard to reach geographical areas and recommendations for community engagement. 4. EOC information releases specific to agriculture organizations that explains current wildfire updates and escalation, the use of Farm Preparedness and Mitigation Plan for agricultural producers and fire ground resources (when shareable). This is not an emergency notification. 5. Media contact directories are maintained and utilized for the cascade of information releases. 6. Agricultural organizations contact directory maintained and utilised for the cascade of all general and direct information releases. 7. A BCWS incident management team and EOC communication procedure should be in place to allow direct conversations between command teams. 8. EOC and adjacent EOC's (including international EOC) should maintain communication and liaison especially when a wildfire is in close proximity to and/or straddles regional boundaries and/or First Nations unceded territories to identify Indigenous traditional knowledge. 9. Potential resources and local landscape considerations through information held in the Farm Preparedness and Mitigation plans of potentially and or impacted producers should be shared electronically with BCWS Incident management team. Where possible GIS shape files of resources to be shared to aid BCSW action planning. 10. A procedure by the EOC to identify and request additional agricultural liaison officers with the EOC to enhance communication and the sharing of local landscape information. 11. A temporary access permit procedure is in place (recommendation provincial temporary access templates) and all actionable parties are aware and trained. 12. Robust hand over procedures take place within the EOC (RDOS Emergency plan) to ensure all situational briefings and decisions are translated to the replacement staff. 13. A communication connection with the EOC (information section) is viable and maintained for agricultural producers and agricultural organizations to contact the EOC and discuss temporary access requirements, sharing of reactive farm information (Recommend Farm & Ranch Wildfire Plan Summary), ability to directly discuss nearby fire fighting strategies if their land is threatened.

Table 5.2 Table Response Communication Triggers

When	Action	Template
EOC Activation	Insert action plan objective into each operational period. Information Section Action plan: Information releases and evacuation information to be cascaded directly to Agricultural organizations. Task 1. Check and update contact directory. Task 2. Information to be authorised by EOC Director. Task 3. Include on all correspondence consistent messaging for wildfire updates and more information (see also appendix templates). Task 4. EOC information liaise with adjacent local government(s) and First Nations to ensure coordination. Two-way information sharing: RDOS & BCWS.	RDOS Emergency Plan Procedures - Action Plan
EOC Daily and dynamic Wildfire Information updates	Insert action plan objective into each operational period Information Section Action plan: Produce a summary situation report to be cascaded to Agricultural commodity groups. Tasks add the following summaries to Appendix B Task 1. Current event information Task 2. Potential escalation Task 3. Resources and issues (public info only) Task 4. Key message: How you can assist Task 5. Year 2 task: Communicate with the Ministry of Agriculture Food and Fisheries representative to start liaison with Agricultural Organizations as appropriate to the emergency. Refer to pre-season discussion template to start a discussion, recommend specific meeting. Two-way information sharing: RDOS & BCWS	Refer to Appendix C template with additions from objective tasks & Section 5.2 General considerations
EOC Activation and Daily Assessment	EOC Information section review and produce action plan to identify known local communication issues hard to reach areas. For remote areas: EOC Information liaise with adjacent local government(s) and First Nations to explore alternative methods of information sharing.	RDOS Emergency Plan procedures - Action Plan
Potential impact to Agriculture land: Wildfire Evacuation Alert	Make initial contact with Range Officer, Ministry of Agriculture, Food and Fisheries through EMBC to provide up to date contact information. Consider: BCWS/EOC/ Range hosting community engagement. Follow Flowchart 5.2	Telephone and email Consider and action Appendix C & Section 5.2 General considerations
<i>Table continued next page</i>		

Table 5.2 continued

When	Action	Template
Potential and actual impact to agriculture land from Wildfire (in advance of Evac Alert stage)	EOC Management team to consider resource need to request Ministry of Agriculture, Food and Fisheries liaison officer to assist with communication and provision of knowledge. Task 1. Contact EMBC to discuss identification of resources and eligibility for financial assistance. Task 2. Complete Expenditure Assistance Form (EAF) and Resource Request, as appropriate. Task 3. EAF approved contact Ag Liaison Officer list (usually through PREOC), alternatively upon discussion with Ministry of Agriculture, Food and Fisheries, issue a request to ag commodity group for liaison (may require specific commodity liaison). Task 4. EAF not approved. Refer to preseason discussion for volunteer Ag Liaison Officer.	RDOS Emergency Plan EOC procedures – EAF and RR. See also Liaison Officer guidance and role Appendix F
DIRECT Impact to Agriculture: Wildfire Evacuation Alert	EOC Operations: Contact EMBC/FLNRORD Range to request liaison of Range Officer, with Ministry of Agriculture, Food and Fisheries (AFF) through EMBC. EOC Management and Information: Consider BCWS/EOC/ Range hosting community engagement. EOC Operations to assess needs through direct conversation with Range and BCWS to identify need for livestock. Contact EMBC to discuss funding livestock relocation if required.	Telephone and email RDOS Emergency Plan- EOC procedures Complete and action Appendix C & Section 5.2 general considerations
DIRECT Impact to Agriculture: Wildfire Evacuation Alert	EOC Information Section, as EOC procedures update Civic Ready Emergency Notification System. Consider and action: Civic Ready information release to all “agriculture contacts” with the geographical area and adjacent.	RDOS Emergency Communication Plan procedures – Civic Ready Templates for Agricultural groups
DIRECT Impact to Agriculture: Evacuation ORDER	EOC formal procedures to issues Evacuation Order. Formal notification procedure to partners and emergency services/Search and Rescue.	RDOS Emergency Plan – EOC procedures.
DIRECT Impact to Agriculture: Evacuation ORDER	Agriculture specific actions: EOC Operations: If not already, request Attendance of Range Officer/AFF/ EMBC. EOC Management and Information: Consider BCWS/EOC/ Range hosting community engagement Follow Flowchart 5.2	Telephone and email Update and action Appendix C, Figure 5.1 and Section 5.2
<i>Table continued next page</i>		

Table 5.2 continued

When	Action	Template
DIRECT Impact to Agriculture: Evacuation ORDER	EOC Information: If not already, include checkpoint list for temporary access procedures with formal evacuation notices to emergency services attending checkpoints.	Appendix G See also RDOS Emergency Plan – EOC procedures Evacuation
Evacuation Order temporary Access requested	EOC operations: to share with all staff, predominately EOC Management, Planning, Information and Reception 5.4 Conditions for access conditions. Task 1. EOC Management team, Planning, Operations, Information and Agricultural Liaison Officer, as appropriate review section 5.2 general EOC considerations. Task 2. Produce Action Plan for Reception to record all requests for temporary access. Task 3. EOC reception to complete temporary access request form Task 4. EOC operations review form at daily intervals dependant on situation Task 5. EOC Operations review current situation Flowcharts 5.1 and 5.2. Include review of Farm plan summary and liaison with Agricultural Liaison Officer as appropriate.	RDOS Emergency Plan – EOC procedures. APPENDIX H: Evacuation Area Access Permit Section 5.1. and Table 5.3, Section 5.2 General considerations
Evacuation Order Rescind	EOC formal procedures to issues Evacuation Order Rescind Formal notification procedure to public, partners and emergency services/Search and Rescue. EOC Operations: Rapid Damage Assessment of primary residences undertaken by Building Regulation officials. Include standard building notices. EOC Information: produce updates appendix C information release to agricultural commodity groups.	RDOS Emergency Plan – EOC procedures for community recovery. Appendix C.
Evacuation Order Rescind Impacted Agricultural Operations	EOC Management team, Planning and Operations co-ordinate a meeting with BCWS, Agriculture liaison officer to discuss recovery requirements.	See recovery section.

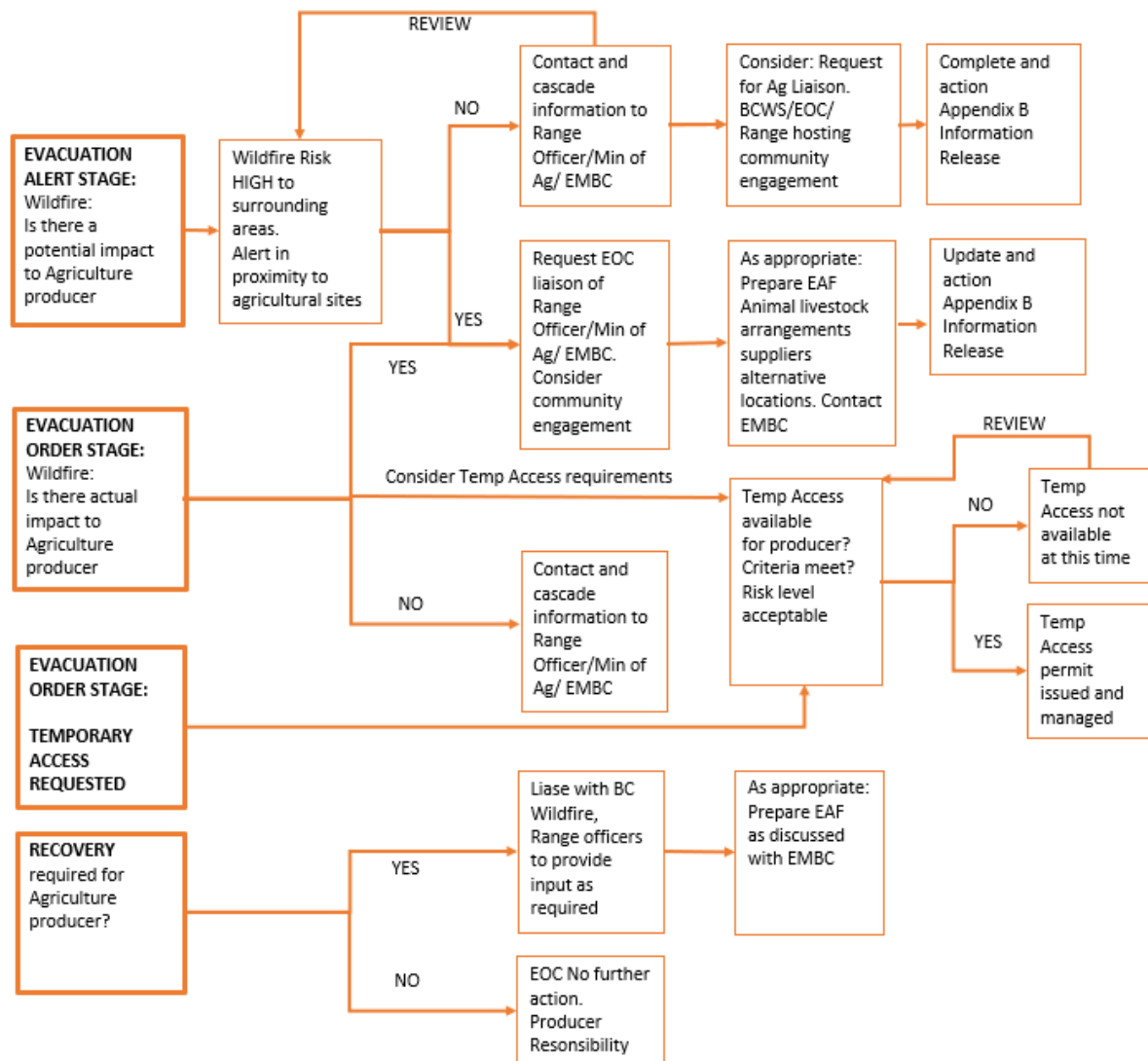


Figure 5.1 Flowchart Response Communication Triggers

5.1 Conditions for Temporary Access

There are several conditions that are recommended to be imposed on the various kinds of temporary access, as reasonable. EMBC recommends the use of waivers (example provided in Appendix A) in order to clarify that any liability for the risks associated with temporary access lies with the individuals or agencies entering the evacuation area, and that the individuals/agencies gaining access do not have any misunderstanding respecting who is responsible for their safety. Temporary Access procedures from Emergency Management BC can be found [here](#).

General conditions for Temporary Access

- Restricted to specific dates, and times, as required for safety
- Requires a liability waiver to be understood and signed in advance of entry by all individuals gaining access
- Must be over the age of 19
- No permits are issued to re-enter and remain in an Evacuation Order area; access into the restricted area is only temporary and for the purpose granted on the permit
- All individuals gaining access must be able to produce government issued photoidentification, or attestation by appropriate band representative such as Chief or council
- Permits may require an escort, as determined by hazard-specific subject-matter expert and/or EOC

Agriculture conditions:

- May be subject to consultation with the Ministry of Agriculture, Food and Fisheries Liaison posted to an EOC or PREOC
- Restricted to designated persons
- Premises ID may be required to validate access location
- (This is provincial guidance. Note: not all agricultural premises are required to hold a premises ID, only livestock)

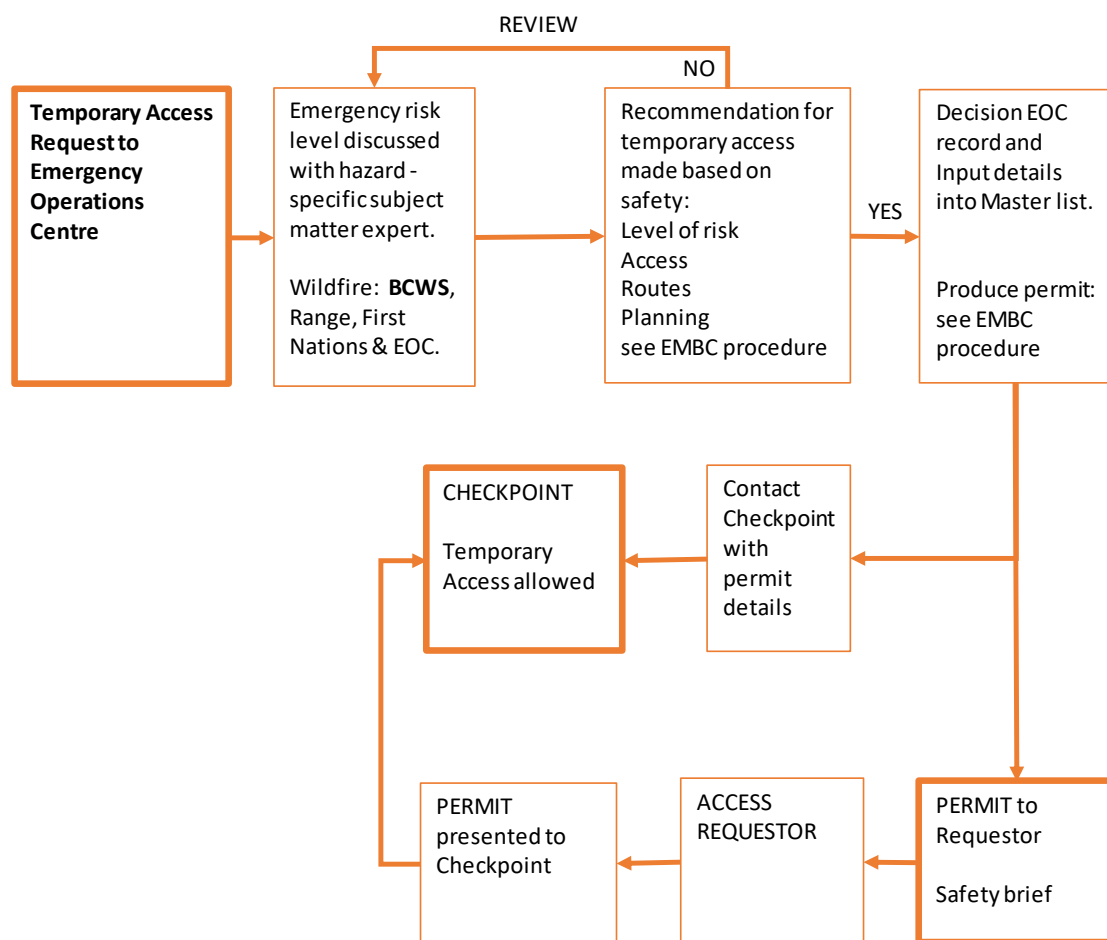
Pass-through conditions (for temporary access through an order area to another location):

- Restricted to specific dates and times of travel
- Restricted to predetermined route and destination
- Restricted to designated driver and pre-identified passengers
- Individuals under the age of 19 may be permitted to pass-through an area under Evacuation Order when accompanied by their Legal Guardian and recommended to do so from the hazard-specific subject matter expert based on safety

Table 5.3 Temporary Access approval process

Step	Activity
1	RDOS EOC receives enquiry for access request
2	Requestors fill out Temporary Access Permit and include location specifics, reasons for access, etc.
3	Daily, at a pre-determined and agreed upon time, the EOC will communicate the Permit requests to the hazard-specific subject matter expert (BCWS, EOC, Range Officer, First Nations, as appropriate and or local knowledge expert) for recommended approval/denial based on issue of safety due to emergency event
4	EOC makes informed decision for the final approval/denial of the Permit
5	EOC will then complete, sign-off on, and issue numbered, standardized Permits to the approved requestor(s)
6	EOC will simultaneously create an EOC Master List of the approved Permits for each day that will be sent to the respective checkpoints and RCMP
7	Permit holders will receive a safety briefing from the EOC at the time they receive the permit
8	Permit holders will have the Permit waiver explained to them, and will voluntarily sign the waiver with full understanding of the terms and conditions in order to gain temporary access
9	Permit holders will present themselves at the checkpoint at the specified time/location
10	Checkpoint authorities will cross reference the permit with the EOC Master List to confirm approval and allow valid permit holders to gain temporary access to the evacuated area

Table 5.2 Flowchart Temporary Access



5.2 Emergency Operations Centre Considerations

The following guidance points can be utilized for either: discussions with a hazard specific subject matter expert and for hosting a specific meeting with BC Wildfire Service, Range Officers, Ministry of Agriculture, Food and Fisheries, First Nations and Local Knowledge

- Current Situation
- Potential Escalation (including weather, landscape type and identification of other combustible sources)
- Operational Response/Priorities
- Access and egress options (including route planning)
- Consequences of emergency (loss of infrastructure, services, heritage, environment,
- Resources available:
 - Agricultural specialist, as appropriate
 - Commodity sector contact, as appropriate
 - Community Engagement Event
 - As required
- Required resources and procedures to be put in place (examples include)
 - Discussion with EMBC for finance eligibility
 - Danger tree assessors and fallers
 - Registered: cowboys, transport, feed and water, and holding facilities for livestock
 - Biosecurity arrangements, as appropriate
 - BCWS resource support (local fire service)
 - Removal of other combustible sources
- Temporary access considerations for agricultural premises
 - Critical crop management
 - Irrigation management
 - Harvest
 - Livestock care, health and relocation
 - Relocation of product or assets
- Farm Wildfire Preparedness and Mitigation completed by premises with Evacuation Area or in progress, for impacted premises, consider:
 - Irrigation to maintain wet fuel breaks
 - Water sources
 - Resources and assets
 - Fields for staging
 - Haying to reduce fuel
 - Livestock fencing along highway corridors to maintain safe travel corridors

6 Recovery Actions

Recovery is an integral part of the emergency management process. It is the process of rebuilding, restoring and rehabilitating the community following an emergency.

For a Recovery process to be effective it will need to begin during the Response phase, which can be defined as the actions taken to deal with the immediate effects of an emergency. Every emergency is different, and it is important to be flexible to ensure the most appropriate and effective response. The response to any emergency is conducted in partnership. A multi-agency approach is crucial and sharing of information between partners is essential.

A substantial amount of information has not been included within this section as the EOC will hold its own recovery plan for all hazards within its geographical jurisdiction. The following guidance is a signpost to existing information sources and recovery management so as to avoid duplication of emergency procedures.

Recovery arrangements are triggered by:

Locally: The decision will be by the Emergency Operations Centre (EOC) to form the Recovery Operations Centre (ROC) and be based on the need for local coordination, for the rebuilding, restoring and rehabilitating the impacted community.

Provincially: The activation of a Provincial Recovery Team or Group will be based on the need for provincial coordination support, community and economic impact, enhanced funding arrangements and oversight that will add benefit to local recovery actions.

The role of liaison officers at all levels is to form the essential link between established groups, the command structure for decision making and other responding Ministries and or organizations. It is recommended that the agricultural liaison officer during the response phase continue to be involved with the Recovery Operations Center.

Table 6.1 Recovery good practice

Indicators of good practice: RECOVERY	
Recovery Actions	<ol style="list-style-type: none"> 1. Recovery is an enabling and supportive process, which allows individuals, families, businesses and communities to attain a proper level of functioning through the provision of information, specialist services and resources. The Recovery Operations Centre undertake comprehensive risk assessment to understand the impact of the emergency event to all sectors, in conjunction with other provincial ministries. 2. The management of recovery is best approached from a community development perspective. It is most effective when conducted at the local level with the active participation of the affected community and a strong reliance on local capacities and expertise. The Recovery Operations Centre undertake community led recovery where input is sought from not just statutory agencies but also the private sector, the voluntary sector and the wider community. 3. Recovery is best achieved where the recovery process begins from the moment the emergency begins. The EOC has procedures to identify the initiation of a recovery process following the early stages of an emergency event. 4. Recovery management is most effective when agencies involved in human welfare and business (including agriculture) impact have a major role in all levels of decision-making which may influence the well-being and recovery of the affected community. Liaison opportunities take place to shape and influence the recovery plan. 5. Recovery planning and management arrangements are most effective where they are supported by training programs and multi-agency exercises which ensure that the agencies and groups involved in the recovery process are properly prepared for their role.

Table 6.2 Recovery Communication Triggers

When	Action	Template
Wildfire Evacuation Order Rescinds: Actual impact to Agricultural producer	EOC Recovery Operations Record all actual impact and follow EOC Recovery Plan and EMBC Recovery Templates.	EOC Recovery Plan EMBC Recovery Template Considerations for community re-entry Further considerations for community re-entry Returning home after a wildfire One Step at a Time: A Guide to Disaster Recovery
	EOC Operations: Contact BCWS, Range Officers and Agricultural Liaison officer to produce risk assessment and action plan to address recovery needs and inform the recovery plan requirements.	RDOS Recovery Plan Action Plan EMBC Recovery Template
	EOC evolve into a Recovery Operations Centre (ROC) to identify, manage community recovery.	RDOS Recovery Plan
	ROC Operations liaise with BCWS and Range to discuss wildfire recovery of range land, to include specific EAF requests for restoration of land. Note: FLNRORD have a specific role here which needs to be explored in relation to restoration of crown land.	RDOS Recovery Plan Considerations for community re-entry
	ROC Information section consider needs and coordinate a community led agricultural group and or an agriculture commodity groups to identify: <ul style="list-style-type: none"> - Agricultural and business impact - Agricultural recovery needs - Roles and responsibilities of the producer, insurance companies, groups, local government and respective ministries - Develop an agricultural community recovery action plan and assign actions. - Reconvene and review/amend all necessary actions 	RDOS Recovery Plan Action Plan EMBC Recovery Template

7 Review, Testing and Exercising

The designated RDOS Emergency Program Coordinator shall require that:

The processes and procedures described herein are tested and exercised as appropriate but at least once a year.

A review process is actioned utilising the Annual Agriculture Commodity Group meetings and EOC preparedness tasks.

APPENDIX A. Information Release for Agricultural Producers Time to Prepare



INFORMATION RELEASE

**[Information Release: Civic Ready Agriculture Folder and Agricultural Commodity Groups
For Immediate Release
Date and Time**

It's time to prepare for wildfire season.

In recent years, we've experienced the worst wildfires on record in Western Canada. Wildfires are larger and occurring more often than ever before, and meteorologists are forecasting the potential for another hot and dry summer. If you are planning changes to your agricultural business now is the time to review insurance requirements.

Insurance companies restrict making any changes to your policy when an active wildfire is burning within a specified distance to your premises. With some insurers, underwriting restrictions are put in place even if a wildfire is burning as far as 100 km away.

It is the time to be proactive, before underwriting restrictions are put in place. Changes could include, but are not limited to:

- New construction
- Extending construction timelines
- Buying new property
- Adding inventory or equipment
- Considering additional coverages or increasing limits on existing coverages
- Underwriting Restriction Scenario

Always seek professional assistance when discussing your insurance program. If you are aware of any upcoming changes in your business, then early in the season is an ideal time to discuss your requirements with a reputable insurance professional.

For the latest information, please visit [website] and Facebook [address]
[Twitter]

Issued by RDOS Protective Services

EOC [Phone Number]

APPENDIX B. Guidance and Agenda for Annual Agricultural Meeting

Guidance

An annual, local preseason meeting (hosted by the Regional District Okanagan Similkameen) is critical to facilitate information exchange and build relationships between agricultural residents, agricultural organizations and agencies involved in emergency response.

The Regional District Okanagan Similkameen's Emergency Management staff will take the lead in planning the annual meeting and may collaborate on developing meeting content with key attendees including First Nations, BC Wildfire Service, Ministry of Agriculture, Food and Fisheries and FLNRORD Range.

Attendees: Agricultural organization representatives – reference to be inserted, emergency response agencies (reference to be added)

Agenda and notes

1. Introduction of all attendees.
2. Objectives of meeting: Facilitate information exchange between all partners, provide seasonal wildfire outlook information, discuss planned communication activities and identify opportunities for collaboration.
3. Fire threat and hazard outlook:
 - a. Provide the seasonal outlook as issued by Environment Canada for long range forecast for the province. While describing the seasonal outlook refer to the Environment Canada temperature maps, probability and confidence levels.
 - b. Discuss this information will be included in the annual preparedness bulletin under item X.
 - c. Provide opportunity for BC Wildfire to present current predictions, high hazard areas, lessons learnt from last year and state of preparedness.
4. RDOS preparedness messaging:
 - a. Provide current preparedness messaging including civic ready notifications, fire smart initiatives, Community Resiliency Investment (CRI) program with the RDOS. Outline opportunities for agricultural producers.
5. Roles and responsibilities of all agencies involved in emergency response
 - a. RDOS (EOC), Provincial Emergency Operations Centre (PREOC), BCWS, Range Branch of the Ministry of Agriculture, Food and Fisheries, Ministry of Forests, Land, Natural Resource Operations and Rural Development (FLNRORD), and RCMP
 - b. The chain of command and decision making for evacuations (Fire start to response to fire perimeter information, BCWS recommendations for

evacuation, RDOS implementation of evacuation; BCWS and RDOS communications to producers during an event.

- c. Presentation of EOC and how it operates, include functions from Director, Planning, Operations, Logistics and Communication as a minimum.
 - d. Provide a detailed overview of how Farm Preparedness Mitigation Plans are utilised in the planning and or Advanced Planning sections of the RDOS EOC and BCWS. Include the process of the RDOS accepted farm plans, filing with the emergency management file structure for easy access, uploaded critical infrastructure, water sources, premises identification, emergency contact information onto the GIS platform of the RDOS. Explain how this can be extracted and shared with the Advanced Planning unit of the BCWS.
 - e. If hosted in the RDOS, provide an opportunity to walkthrough at the end of the meeting to explain the EOC physical facility.
6. List of key points of contact:
- a. RDOS (EOC): EOC telephone and email to provide up to date emergency information and evacuation notices
 - b. BCWS: how to report a wildfire and access BCWS Wildfire Operations Dashboard
 - c. Provide overview of contact information: Range Branch of the Ministry of Agriculture, Food and Fisheries, Ministry of Forests, Land, Natural Resource Operations and Rural Development (FLNRORD), and RCMP
 - d. Agriculture organization or local community/producer group points of contact to play a key role in communication and producer liaison and liaison with EOC.
 - e. Other domestic animal support organizations applicable to small hobby farms (e.g., SPCA, Animal Lifeline Emergency Response Team, Canadian Disaster Animal Response Team)
 - f. Annual updates for any staff or representative changes
 - g. Identification of communication challenges (e.g. remote areas, smaller farms without association connections) and plans to close communication gaps.
7. Provide an overview of how many Farm Mitigation and Preparedness Plan have been received by the RDOS and opportunities for engagement.
- a. If possible, provide numbers, commodity types and GIS spatial information o the farm plans received.
 - b. Identification of any problematic errors or lack of information received
 - c. Discuss and identify any opportunities for engagement with agricultural producers for completion and submission of Farm Mitigation and Preparedness Plans.
 - d. Discuss options and strategies in how to reach and facilitate efficient identification of crop and other producers who are not registered with premises ID with verifiable agricultural operations and premises during an emergency.
8. Present and discuss content of Annual Agricultural Preparedness Bulletin.
- a. Include topics such as Seasonal Outlook, Fire Danger Ratings, Preparedness

messages for Agricultural producers (refer to farm Plans), where to find more information, and discuss with attendees what additional information they wish to see in the bulletin. Recommendation to present a few options to initiate discussions.

9. Present and explain the temporary access permit system if risk level allows.
 - a. Explain the decisions required with the EOC, refer to general conditions for temporary access.
 - b. Explain the agricultural requirements to issue a temporary access permit, include such factors as Critical crop management, Irrigation management, Harvest, Livestock care, health and relocation of product or assets.
10. Explain and present the process of a temporary permit, including the flowchart of decision making, examples of permits and requirements of person granted temporary access.
11. Explain and outline the role of an agricultural liaison officer, if called upon by the EOC.
 - a. Refer to Role a liaison officer appendix X
 - b. Explore a potential liaison officer contact list
 - c. Include potential funding arrangements through RDOS and ultimately EMBC
12. Explore Producer training or informational needs defined on an annual basis
 - a. Outline preparedness information
 - b. Preparedness grants and other examples, S100 training, Fire Smart workshops, farm-level preparedness planning and support.
 - c. Explore opportunities for sharing good practice between the different commodity sectors include, irrigation to maintain wet fuel breaks, fields for staging, haying to reduce fuel, livestock fencing along highway corridors to maintain safe travel corridors, water pipe couplings and fire sprinkler systems.
 - d. Explore requirements and best practices regarding insurance, business risk management programs, and government supports and programs in the event of wildfire disaster. [Business Insurance and Risk Management Tools for Agriculture](#)
13. Review of lessons learned from the previous fire season include:
 - a. RDOS EOC implementation of previous years actions and recommendations
 - b. BCWS annual after-action review and changes implemented
 - c. All other inputs as appropriate.

Note:

If time allows, organise a tour of the Emergency Operations Centre facility, explaining the role of the local government, different command roles and activities. A useful aid for training staff not familiar with EOC's is the Justice Institute of BC [EOC Level One](#) awareness presentation (please note the link provided downloads the PowerPoint presentation directly).

APPENDIX C. Information Release for Agricultural Producers



INFORMATION RELEASE

[Information Release: Direct to Agricultural Commodity Groups Only Contacts Section 7]

For Immediate Release

Date and Time

This information release is being issued due to wildfire that has actual or potential impact to members of your agricultural organization. Please see attached RDOS [*Release Information/ Evacuation Alert/Evacuation Order*] which provides detail off the location[s] impacted.

COMMODITY GROUP ACTIONS:

- INFORM your members by email as soon as practical (all emergency messages will be cascaded direct the RDOS or emergency response services)
- REMIND your members:
 - Check BC Wildfire and the RDOS emergency websites (links below) and listen to local radio for information updates and announcements.
 - WATCH for RDOS emergency messages
 - REGISTER for the RDOS emergency notifications
- SHARE the WILDFIRE PREPAREDNESS BULLETIN FOR AGRICULTURE plan with your members for reference information.
- PLAN: remind members to complete the Farm Preparedness and Mitigation Plan. A workbook is available as fillable PDF so information can be saved and revised as needed. <https://www.bcagclimateaction.ca/library/wildfire-preparedness/> Alternatively, FILL OUT the workbook at www.bcagclimateaction.ca. This plan can be submitted to the RDOS EOC (Emergency Operations Centre) at eocinfo@rdos.bc.ca
- If the situation worsens, all emergency messages will be sent direct by the RDOS.

For the latest information, please visit [website] and Facebook [address]
[Twitter]

Issued by EOC Director

EOC [Phone Number]

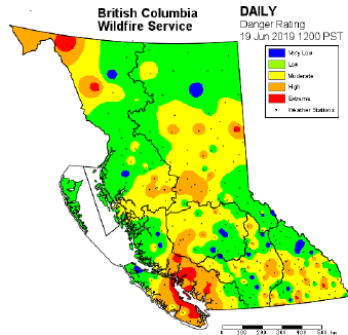
APPENDIX D. Advanced Planning EOC Preparedness Agriculture Communication Tasks:

Update as necessary.

- Review current EOC equipment and state of readiness.
- Review current staffing, roles, training and contact directory information.
- Review external partners contact information directory.
- Review RDOS EOC communication plan with special attention to the Civic Ready Agriculture contact folders and contact directory for agriculture commodity groups.
- Review RDOS Emergency Plan with special attention to working with and notification procedures for potential and actual Wildfire with First Nations, municipalities and adjacent Regional Districts.
- Review Agricultural commodity sector contact information directory.
- Assess current agriculture information files and review with current numbers of received Farm Preparedness and Mitigation Plans, include spatial distribution of plans received, known hazard areas and gaps of information. Implement action plan in how to address gaps identified.
- Assess and review current GIS platform information with critical information for farm Preparedness and Mitigation Plans (premises ID, location, contact, resources)
- Review evacuation procedures for alerts, orders, rescinds and issuance of temporary access permits.
- Assessment and review of lessons learnt from previous year for EOC procedures, include any findings for communication with agriculture commodity groups, storing vital information, accessing and sharing information with BCWS, liaison with ministry staff and liaison with agriculture commodity groups.
- Identify opportunities for sharing agriculture preparedness information and guidance.

APPENDIX E. Wildfire Preparedness Bulletin for Agriculture

2019 WILDFIRE PREPAREDNESS BULLETIN FOR AGRICULTURE



2019 Wildfire Seasonal Outlook

The **SEASONAL OUTLOOK** is a long range planning tool used by fire resource managers to present predictions of fire weather severity.

- Environment and Climate Change Canada favour a high likelihood of above normal late-spring to early-summer temperatures (June-July-August) across western British Columbia.
- There is a high likelihood of warmer spring and summer temperatures across the province with potential dry conditions.

FIRE DANGER is a relative index of how easy it is to ignite vegetation, how difficult a fire may be to control, and how much damage a fire may do.

- The fire danger rating (i.e. the risk of a wildfire starting) for the province is updated daily at approximately 2 pm. Daily fire danger maps (like the example on the left) can be found at www2.gov.bc.ca/gov/content/safety/wildfire-status/wildfire-situation/fire-danger.

WEATHER has a direct impact on how wildfires start, how aggressively they spread, and their size and duration. Daily weather forecasts can be found at www.weather.gc.ca

Preparedness Basics for Agricultural Producers

1. **PREPARE** for a wildfire event by completing an Agriculture Wildfire Preparedness and Mitigation Plan. Use the Climate Action Initiatives' Template and Guidebook to create a detailed action plan for before, during and after a wildfire. A workbook is available as a fillable PDF so information can be saved and revised as needed. www.bccclimateaction.ca/library/wildfire-preparedness/
2. **SUBMIT** the completed Agricultural Wildfire Preparedness Plan to the RDOS EOC (Emergency Operations Centre) at eoinfo@rdos.bc.ca
3. **REGISTER** for RDOS electronic emergency notifications (text, email and/or voicemail) at www.emergency.rdos.bc.ca
4. **PREVENTION AND PLANNING** save a lot of hard work and grief that comes with disaster recovery.
 - **PLAN** livestock relocation and alternative locations for your critical assets
 - **SHARE** the plan with your contacts in your pre-planning.
 - **PRINT** copies to store onsite for easy access, in your car and other important locations.
 - **FIRESMART** your property by creating ember safe zones around your house and other buildings. Over time, FireSmart principles have shown that they are effective at reducing the risk related to losses in the most extreme wildfire conditions.



2019 WILDFIRE PREPAREDNESS BULLETIN FOR AGRICULTURE

Evacuation: What You Need to Know

EVACUATION ALERT - A warning of the potential need to evacuate which highlights the nature of the danger and allows you to prepare to leave your property in the case of an evacuation order.

1. BC Wildfire Service provides an ALERT recommendation to RDOS.
2. RDOS issues the ALERT to ensure public safety, safe access for emergency services, and access considerations for adjacent areas. Sign up for CivicReady notifications to receive information about local emergencies.
3. An ALERT means **YOU NEED TO PREPARE NOW** - check your farm wildfire plan and carry out activities as required (e.g. relocating livestock).
4. **FOR MORE** information contact the RDOS EOC at 1-250-490-4225.

EVACUATION ORDER - Clear direction for immediate evacuation. No discretion is allowed.

1. BC Wildfire Service provides an ORDER recommendation.
2. RDOS issues an ORDER to evacuate specific premises.
3. RCMP, the Fire Service, and/or Search and Rescue deliver the ORDER.
4. Note: Tactical Evacuation may occur with no warning by emergency services due to an imminent risk of public safety.
5. The evacuation ORDER area is a **CONTROLLED SITE** enforced by the RCMP.
6. Check in at the designated Emergency Support Services location.
7. If you have specific information regarding your farm/ranch operations, please phone the RDOS EOC at 1-250-490-4225.

EVACUATION RESCIND - The emergency is under control and the risk area is declared safe. An ALERT or ORDER may be re-issued at any time in the event that the danger reoccurs.

1. BC Wildfire Service will liaise with RDOS to issue a RESCIND.
2. **YOU** need to return and check your site. Your site is your responsibility.
3. **FOR MORE** information contact the RDOS EOC at 1-250-490-4225.

OFFICIAL EMERGENCY INFORMATION

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN

- **RDOS emergency website:** www.emergency.rdos.bc.ca - find interactive maps and information on emergency preparedness and recovery
- **RDOS notifications:** www.emergency.rdos.bc.ca - sign up to receive emergency notifications
- **RDOS EOC Twitter:** @EmergMgtRDOS - the latest RDOS emergency information.
- **RDOS emergency number:** 1-250-490-4225

EMERGENCY MANAGEMENT BC (EMBC)

- To report an after-hours emergency, contact EMBC's Emergency Coordination Centre 1-800-663-3456
- www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery

BC WILDFIRE SERVICE

- **BCWS dashboard** at www2.gov.bc.ca/gov/content/safety/wildfire-status has information on fire danger ratings, wildfires of note, an interactive wildfire map and much more

OFFICIAL EMERGENCY NUMBERS

- To report a wildfire or irresponsible fire behaviour call: **1-800-663-5555** or ***5555** (cell)
- Report all Poachers and Polluters (RAPP) **1-877-952-7277** or **#7277** (cell)

Agriculture and Agri-Food Canada (AAFC) and the BC Ministry of Agriculture are committed to working with industry partners. Opinions expressed in this document are those of the author and not necessarily those of Agriculture and Agri-Food Canada and the BC Ministry of Agriculture. The Government of Canada, the BC Ministry of Agriculture, and its directors, agents, employees, or contractors will not be liable for any claims, damages, or losses of any kind whatsoever arising out of the use of, or reliance upon, this information.

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Climate Action Initiative
BC AGRICULTURE & FOOD



Canada

APPENDIX F. Agricultural Liaison officer Guidance and Role

ROLE: AGRICULTURAL LIAISON OFFICER ASSISTANT

What is the purpose of a Liaison Officer?

Emergency Operations Centres (EOC) will request additional resources - such as Liaison Officers (LO) - to assist in significant and complex emergencies.

The EOC will **always** primarily request a Ministry of Agriculture, Food and Fisheries Liaison Officer when agricultural properties are affected/at risk. This role is typically filled by a Regional Agrologist. The Ministry of Agriculture, Food and Fisheries Liaison Officer will utilize their existing agricultural connections and knowledge of local agriculture to enhance information sharing with the EOC. In cases where the Ministry of Agriculture, Food and Fisheries Liaison Officer requires additional support and access to local agricultural expertise, they will request an Agricultural Liaison Officer Assistant.

What is my role as an Agricultural Liaison Officer Assistant?

The Agricultural Liaison Officer Assistant works directly under the supervision of the Ministry of Agriculture, Food and Fisheries Liaison Officer.

It is anticipated during a widespread environmental event (or an emergency) that if an Agricultural Liaison Officer Assistant is required, they will be asked to attend the daily briefings to provide advice and information. In significant events they may continue to work at the EOC (or remotely) for an extended period.

If your services as an Agricultural Liaison Officer Assistant are required, you will be contacted by EOC staff. Your two main contacts are the EOC Liaison Officer and the Ministry of Agriculture, Food and Fisheries Liaison Officer.

Important:

- Information is confidential in the EOC
- Always speak to the Ministry of Agriculture, Food and Fisheries and/or EOC representative if you are unsure

What are my initial actions?

1	Introduce yourself on arrival and sign in.	
2	Establish your role with the Ministry Liaison Officer and what tasks are required.	
3	Ask EOC LO or Information for an orientation of the EOC and current situation.	
4	Ask about the nature of the event, the current impacted areas and predicted escalation of the event. What factors may change this potential impact, what are the issues and challenges of the EOC.	
5	Check what are the availability of resources for the event and if any agriculture producers have been contacted to check if they can assist. As requested, create a contact/resource list to assist.	
6	Can you assist in the location of key agricultural premises, communication methods and business continuity issues in the impacted area? As requested, create a contact/resource list to assist.	
7	Establish if farm plans are being utilized or require further details from known stakeholders. Provide local knowledge as appropriate.	
8	Identify any cross-boundary issues for the EOC, emergency response agencies and Agricultural Organizations.	
9	Remember to maintain a notebook or position log of all your tasks, messages decisions and agreed actions. (A log can be provided)	
10	Remember to check with the Ministry Liaison Officer and Information Section what information can be widely shared and to whom. Note: EOC information is confidential.	

ROLE: AGRICULTURAL LIAISON OFFICER ASSISTANT

What are my responsibilities?

- Work effectively with partners;
- Establish and maintain communications with the EOC and Ministry of Agriculture, Food and Fisheries Liaison Officer providing regular, accurate and up to date advice and information;
- Provide advice and information on agricultural activities, resources and opportunities for assisting the EOC and partner operations:
- Provide advice to the Ministry of Agriculture, Food and Fisheries LO, EOC Planning, Operations and Management, on the current event and projected escalation including commenting on potential consequences and mitigation measures;
- As tasked, connect with agricultural commodity groups, agricultural producers, ministry representatives as appropriate and all others identified;
- Act as a facilitator and source of information, if Farm Preparedness and Mitigation Plans, emergency Ministry of Agriculture, Food and Fisheries authorizations are required by impacted producers;
- Ensure that all relevant details received from the EOC (vetted information) can be passed on to agricultural commodity groups. Two-way communication;
- Evaluate the likely risks, probabilities and consequences of the incident and advise our professional partners accordingly;
- Keep tactics under constant review;
- Considering the impact on individuals, agricultural businesses, agricultural commerce, communities and the environment;
- Ensure the handover at the end of your shift is effective;
- Fully record your decisions, actions, options and rationale;

Skills/behaviour/attitudes:

To be a liaison officer you should be:

- Used to dealing with multi agency personnel from Local Government, First Nations and Emergency Responders;
- Able to provide a communication gateway for technical and professional advice relevant to the agricultural incident;
- A team player, working co-operatively to achieve a common goal;
- Good at analyzing and assimilating information quickly;
- A tactical thinker who is prepared to challenge and explore options;
- Effective at prioritizing and problem solving;
- Able to act under pressure;
- Able to take sound and timely decisions based on complex or incomplete information;
- A good communicator and convey information and ideas clearly;
- Assertive and constructive, especially when working with partners;
- Able to respect confidentiality of the incident information.

What do the EOC coloured tabards mean?


Director
Liaison
Information
Operations
Planning
Logistics
Finance

ROLE: AGRICULTURAL LIAISON OFFICER ASSISTANT

British Columbia Emergency Management System

The EOC, as with all response levels in British Columbia supports a prescribed set of response goals set out in priority order:

Emergency Operations Centre



British Columbia Emergency Management System

RESPONSE GOALS

1. *Health & Safety of All Responders*
2. *Save Lives*
3. *Reduce Suffering*
4. *Protect Public Health*
5. *Protect Infrastructure*
6. *Protect Property*
7. *Protect Environment*
8. *Reduce Economic & Social Losses*

< Insert Regional District phone numbers >

Evacuation: What you need to be aware of:

Wildfire evacuation activities are described below:
example only:

EVACUATION ALERT - A warning of the potential need to evacuate which highlights the nature of the danger and allows you to prepare to leave your property in the case of an evacuation order.

1. BC Wildfire Service provides an ALERT recommendation to RDOS.
2. RDOS issues the ALERT to ensure public safety, safe access for emergency services, and access considerations for adjacent areas. Sign up for CivicReady notifications to receive information about local emergencies.
3. An ALERT means YOU NEED TO PREPARE NOW - check your farm wildfire plan and carry out activities as required (e.g. relocating livestock).
4. FOR MORE information contact the RDOS EOC at 1-250-490-4225.

EVACUATION ORDER - Clear direction for immediate evacuation. No discretion is allowed.

1. BC Wildfire Service provides an ORDER recommendation.
2. RDOS issues an ORDER to evacuate specific premises.
3. RCMP, the Fire Service, and/or Search and Rescue deliver the ORDER.
4. Note: Tactical Evacuation may occur with no warning by emergency services due to an imminent risk of public safety.
5. The evacuation ORDER area is a CONTROLLED SITE enforced by the RCMP.
6. Check in at the designated Emergency Support Services location.
7. If you have specific information regarding your farm/ranch operations, please phone the RDOS EOC at 1-250-490-4225.

EVACUATION RESCIND - The emergency is under control and the risk area is declared safe. An ALERT or ORDER may be re-issued at any time in the event that the danger reoccurs.

1. BC Wildfire Service will liaise with RDOS to issue a RESCIND.
2. YOU need to return and check your site. Your site is your responsibility.
3. FOR MORE information contact the RDOS EOC at 1-250-490-4225.

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- **BCWS** dashboard at www2.gov.bc.ca/gov/content/safety/wildfire-status has information on fire danger ratings, wildfires of note, an interactive wildfire map and much more

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- To report a wildfire or irresponsible fire behaviour call: **1-800-663-5555** or ***5555** (cell)
- Report all Poachers and Polluters (RAPP) **1-877-952-7277** or **#7277** (cell)

APPENDIX G. Temporary Access Check Point Procedures

EMERGENCY OPERATIONS CENTRE TEMPORARY ACCESS PERMIT CHECK POINT PROCEDURES

NO PERSON UNDER THE AGE OF 19 WILL BE PERMITTED TO ACCESS EVACUATION AREA UNLESS MINOR HAS BEEN APPROVED FOR PASS-THROUGH AND ACCOMPANIED BY LEGAL GAURDIAN

AUTHORIZATION FOR ENTRY

- Regional District Okanagan Similkameen has the sole authority for permitting non-response related access into the area under Evacuation Order
- Approved permits are standardized, and signed by an authorized representative of Regional District Okanagan Similkameen
- Any individual(s) seeking access into the evacuated area must receive an approved permit from Regional District Okanagan Similkameen; direct them to RDOS Martin Street / 250-490-4225 to request access

ENTRY PROCEDURE

1. Daily, when applicable, the EOC will provide a Master List of all approved permits for that time period
2. When individual(s) approach checkpoint, obtain permit
3. Confirm:
 - ✓ Permit information matches EOC Master List
 - ✓ Waiver has been signed
 - ✓ Confirm that individual has received safety briefing from EOC
 - ✓ Permit has been authorized by EOC
4. Give permit back to individual(s) and have them display permit clearly on their dashboard
5. Note the time of entry on EOC Master List

EXIT PROCEDURE

Should individual(s) not exit the evacuation area by the Approved Time of Exit on the EOC Master List, contact the EOC to report situation.

1. Collect the permit from the individual(s) exiting the evacuation zone
2. Note the time of exit on EOC Master List
3. At end of operational period, submit permits and Master List to your supervisor

ANY QUESTIONS, CONCERNS, OR ISSUES ARE TO BE REPORTED TO EOC AT 250-490-4225.

APPENDIX H. Evacuation Area Access Permit

Template NO PERSON UNDER THE AGE OF 19 WILL BE PERMITTED TO ACCESS EVACUATION AREA

This permit gives the named individual(s) the permission to travel into the Evacuation Order area as per the conditions outlined.

Emergency EOC Contact Number		PERMIT NUMBER	
------------------------------	--	---------------	--

PERMIT RESTRICTIONS			
PERMIT ENTRY DATE / TIME		PERMIT EXPIRY DATE / TIME	
CHECKPOINT LOCATION			
DESTINATION / ADDRESS			
ROUTE TO DESTINATION			

PERMIT HOLDER'S INFORMATION			
FULL LEGAL NAME		D.O.B. / AGE	
PHONE NUMBER		DRIVER'S LICENCE #	
ADDRESS			
VEHICLE INFORMATION			
MAKE/MODEL	PLATE NUMBER	COLOUR	
APPROVED PASSENGER NAME(S)			

PURPOSE OF ACCESS			
Reason for access:			
Must address at least one of the following BCEMS goals	<input type="checkbox"/> Ensure the health/safety of responders <input type="checkbox"/> Save lives <input type="checkbox"/> Reduce suffering <input type="checkbox"/> Protect public health	<input type="checkbox"/> Protect infrastructure <input type="checkbox"/> Protect property <input type="checkbox"/> Protect the environment <input type="checkbox"/> Reduce economic and social losses	

WAIVER AND AGREEMENT (RELEASE AND INDEMNITY – PLEASE READ CAREFULLY)

"I understand that I have voluntarily chosen to enter into an area that is under an evacuation order due to extreme and imminent hazards and as such, I accept complete responsibility and liability for my actions and choices. In consideration for being permitted to temporarily enter the evacuation area, I hereby release and forever discharge the [Local Authority / First Nation] and other responding agencies and their officers, agents, employees, contractors and volunteers (collectively, the "Released Parties") and agree to indemnify and save harmless the Released Parties from and against all losses, claims, damages, actions, causes of action, costs and expenses whatsoever, that the Released Parties may sustain, incur, suffer or be put to, including those arising from the negligence of the Released Parties, by reason of this permit or my entering into the evacuation area."

Name (print):	Signature:
Name (print):	Signature:

INCIDENT COMMANDER RECOMMENDATION FOR ACCESS BASED ON SAFETY CONDITIONS			
RECOMMENDATION	<input type="checkbox"/> Approve <input type="checkbox"/> Deny	NAME	SIGNATURE
ESCORT REQUIRED	<input type="checkbox"/> Yes <input type="checkbox"/> No	ESCORT NAME/CONTACT	

ON BEHALF OF [LOCAL AUTHORITY/FIRST NATION], TEMPORARY ACCESS AUTHORIZED BY			
POSITION	NAME	SIGNATURE	
SAFETY BRIEFING PROVIDED TO PERMIT HOLDER(S) AT TIME OF ISSUANCE?			<input type="checkbox"/> Yes <input type="checkbox"/> No

PERMIT HOLDER(S) IS ONLY TO TRAVEL TO AND FROM THE DESTINATION NOTED WITH NO DEVIATION FROM THE APPROVED ROUTE. PERMIT HOLDER(S) IS NOT AUTHORIZED TO ENTER ONTO ANY OTHER PRIVATE PROPERTY THAN THE APPROVED DESTINATION. PERMIT HOLDER(S) MUST EXIT THE EVACUATION AREA BY THE PERMIT EXPIRY DATE AND TIME. PERMIT IS TO BE RETURNED TO CHECKPOINT PERSONNEL UPON EXIT.

APPENDIX I. British Columbia Emergency management System principles

When an emergency of any type or magnitude threatens agriculture resources (including the tourism consequences) in the jurisdiction, several organizations may work together to support farm operators, ranging from hazard mitigation and emergency response, to disaster recovery.

Under all circumstances, emergency response agencies and the local government will follow the BC Emergency Management System (BCEMS).

BCEMS is a comprehensive framework for a coordinated and organized approach to mitigating, preparing, responding and recovering from the effects of emergencies and disasters. Developed under the authority set out in the BC Emergency Program Act and the Emergency Program Management Regulation, BCEMS is standard practice for all provincial government ministries and Crown corporations and is recommended as best practice for local government and other emergency management stakeholders in B.C.

Table I1 BCEMS

#	Response Goals
1	Ensure the health and safety of the responders
2	Save lives
3	Reduce suffering
4	Protect public health
5	Protect infrastructure
6	Protect property
7	Protect the environment
8	Reduce economic and social losses

APPENDIX J. Key Phases of Communicating During an Emergency

Pre-incident

Providing clear and concise information plays a crucial role in preparing the public for a major incident. Information campaigns, media outreach and scenario testing are all useful ways of warning and informing the public in advance of any incident. Public education and preparedness messaging must be handled carefully to avoid fearmongering or misinformation. Preparedness messaging should always be strongly supported by reassuring messages about the role of local government and responding agencies.

Communication Channels

There are a variety of communication channels available to educate the public and raise awareness about potential issues and what they can do in case of an emergency:

- Website (public)
- Intranets (staff)
- Public meetings and presentations with stakeholder groups
- Non-digital communication including newsletters and flyers
- Neighbourhood watch participation
- Emergency notification system

Information

Responders should provide accurate, timely and relevant information to the public through an Information Officer. This includes advice and guidance on how the public can protect themselves and their families. It is also important to provide reassurance by explaining that everything that can be done – is being done. The EOC information section also needs to communicate effectively with other organizations to ensure ongoing dissemination of information to staff, elected officials and key personnel is ‘on message.’

Establishing EOC Information Section

The lead for Information will be determined by the EOC Director, and often the responsibility falls to a senior communications professional in the CLIENT/municipalities.

Communications during an EOC activation extends much farther than media liaison and will incorporate the full range of communications activities depending on the nature of the incident. Understanding the audience is essential and will be discussed in more detail later in the document. The Information Chief works closely with other EOC sections to advise media and stakeholders about the latest developments. All information and interview requests go through the Information Officer with authorization from the EOC Director.

Information Officers have the following responsibilities:

- To disseminate information from the EOC and reference other key stakeholders
- To be a conduit for information arising from media enquiries and media coverage into the EOC to aid decision making
- To attend EOC meetings as required
- To ensure consistent messaging at a local level and across CLIENT
- To brief senior staff, councillors, directors on communications issues/messages
- To nominate spokespersons where required or take on the role

Information Officer Primary Functions - Justice Institute of BC (JIBC)

- Providing information to the public and managing public relations
- Providing information to the media and managing public relations
- Providing information to internal staff and maintaining staff relations

Key Responsibilities

- Ensuring the complete, accurate, and consistent communication of information
- Ensuring the organization has suitable capacity to receive and address enquiries from the public
- Liaising with and supporting Information Officers who may be located at other sites or response facilities
- Developing and providing personnel with relevant and accurate event information
- Writing and coordinating media releases with officials representing other responding agencies or authorities
- Maintaining positive media relations
- Facilitating media conferences and media briefings
- Monitoring and correcting media broadcasts to ensure accuracy

APPENDIX K. Specific Evacuation Procedures

Evacuation is the process of removing persons and/or animals from an area of risk to an area of safety. Depending on the nature and the scope of the event, evacuations may be either local, affecting a single building or group of buildings, or widespread, affecting the whole community.

The Regional District Okanagan Similkameen (RDOS) will follow basic plans to determine who is responsible for an evacuation effort and how resources will be requested and coordinated. The overall objectives of evacuation notifications and operations are to:

- Expedite the movement of persons/animals from hazardous areas;
- Institute access control measures to prevent unauthorized persons from entering evacuated or partially evacuated areas;
- Provide for evacuation to appropriate Assembly Points, Evacuation Points or Reception Centres;
- Provide adequate means of transportation for vulnerable groups;
- Provide for the procurement, allocation, and use of necessary transportation and law enforcement resources by means of mutual aid or other agreements;
- Control traffic (MOTI/RCMP);
- Account for the needs of individuals with domestic pets and livestock prior to, during, and following a major disaster or emergency;
- Provide initial notification, ongoing and re-entry communications to the public through the Emergency Operations Centre (EOC) Information Officer and respective Government; and
- Assure the area is safe for re-entry requirements of evacuated persons.

Evacuation Decision

The decision on whether to evacuate or shelter-in-place shall be carefully considered according to the timing and the nature of the incident. An evacuation effort involves an organized and supervised plan to relocate people from an area of danger to a safe location. The Incident Commander, EOC Director will call for a formal evacuation or the RCMP/Fire Chief will call for a tactical or immediate on-site evacuation depending on the circumstances presented at the emergency scene.

The Emergency Program Duty Officer shall be notified whenever an evacuation action is Implemented or anticipated. If food or shelter are required, the Emergency Social Services (ESS) Leader will be notified to coordinate the activation of a Reception Centre and/or Group Lodging facility.

Evacuation Stages

Stage 1: Evacuation Alert

The Evacuation Alert is the first stage of the evacuation process when the “population at risk” is warned of the potential need for evacuation. This alert highlights the nature of the danger and that one should be prepared to evacuate their home and area immediately or with little or no notice.

During the alert stage, the movement of vulnerable or special needs groups including disabled persons, transient populations (including tourists), health care facilities, livestock, and in some cases, school population, should become a priority.

Possible methods of warning the population at risk include:

- Door to door notification with pamphlets delivered by members of the RCMP, SAR, Government Staff, the Military or civilian volunteers directed by the EOC;
- Radio and/or television broadcasts;
- Sirens and mobile/aerial public address system announcements;
- RDOS website, and
- Emergency Notification System (Civic Ready).

The Evacuee Information Handout should be attached to each copy of the Evacuation Alert delivered to each affected residence or premise within the area at risk. Copies shall also be posted on the RDOS website and, if the ESS reception Centre is activated or on stand by, on its bulletin board or in the hands of the ESS Leader.

The Evacuation Alert should include:

- Risk area perimeter and evacuation routes;
- Reception Centre location including address; and
- Emergency Call Centre contact number, if activated, otherwise Government Switchboard.

Stage 2: Evacuation Order

The Evacuation Order should include:

- The time the order is in effect;
- The hazard;
- A description of the risk area with boundaries;
- Applicable powers to be utilized;
- The name and address of Reception Centre, and
- The Emergency Call Centre contact number for those requiring assistance; and
- The direction that all persons in the affected area are to be told the following statement; In the interest of your own safety and the safety of emergency response personnel and considering the risk, you are NOW ORDERED to leave the area.

There is no discretion allowed in the Evacuation Order, which clearly indicates immediate evacuation and relocation.

Stage 3: Evacuation Rescind

When the emergency which necessitated the evacuation is under control and the risk area is declared safe, an Evacuation Rescind will be issued. The Evacuation Rescind should advise the population at risk that the danger may reoccur and that an Evacuation Alert or Evacuation Order may be reinstated. If this happens, the process recommences from Stage 1: Evacuation Alert.

Livestock

Depending on the situation and availability of facilities, one or more of the following approaches should be used to handle livestock relocation:

- Providing information pertaining to relocation of livestock through public messaging including current evacuations or alerts, and farms, ranchers or First Nations ready to receive emergency livestock.
- Connect ranchers to the local Cattleman's Association contacts, establishing current evacuation boundaries and all links for them to take appropriate action.
- Ranchers should be advised to evacuate with their animals in coordination with Emergency Services on scene as long as it does not create a safety risk.

One of the emergency powers available to a local government when a Declaration of a State of Local Emergency is issued is "cause the evacuation of persons and the removal of livestock, animals and personal property from any area designated in the declaration within the local government's jurisdiction that is or may be affected by an emergency or a disaster and make arrangements for the adequate care and protection of those persons, livestock, animals and personal property."

Even though it is the responsibility of livestock owners to ensure that they have an evacuation plan in place, the EOC must recognize the need to potentially assist livestock owners in the planning and response phases of an evacuation.

APPENDIX L. Evacuation Alert



EVACUATION ALERT

[Evacuation Alert - Wildfire]

Information Release

For Immediate Release

Date & Time

Headline [Primary Message to the public]

An Evacuation Alert has been issued for XX location due to the threat of wildfire

LOCATION – [local government] has issued an Evacuation Alert for xx properties in [location] due to the threat of wildfire.

For a complete list of impacted properties, please see the list and map attached to this information release.

If the situation worsens and there is a threat to life and safety, an Evacuation Order may be issued. Due to changing conditions you may receive limited notice. Please prepare your family now and be ready to leave. If an Evacuation Order is issued, an Emergency Support Services (ESS) Reception Centre will be set up at [location.]

WHAT YOU SHOULD DO:

- Designate a meeting place for family or co-workers outside the evacuation area
- Gather essential items including medications, eyeglasses, important papers and keepsakes and have them readily available for quick departure
- Alert and assist your neighbours especially seniors, infirm and those with young children
- Check BC Wildfire and CLIENT emergency websites (links below) and listen to local radio for information updates and announcements
- Watch for CLIENT emergency messages via text and email

If you require assistance with transportation, please contact the Emergency Operations Centre: [EOC Phone Numbers]

PREPARE TO LEAVE THE AREA ON SHORT NOTICE

For the latest information, please visit [website] and Facebook [address]
[Twitter]

CLIENT Protective Services

<Insert>

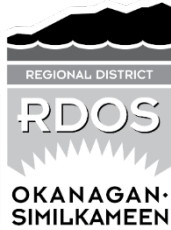
BC Wildfire – Current Wildfire Activity

<https://www2.gov.bc.ca/gov/content/safety/wildfire-status/wildfire-situation>

Issued by EOC Director

EOC Phone Number

APPENDIX M. Evacuation Order



EVACUATION ORDER

[Evacuation Order - Wildfire]

For Immediate Release

Date & Time

Headline [Primary Message to the public]

An Evacuation Order has been issued for XX location due to Wildfire

LOCATION – [local government] has ordered an evacuation of xx properties in [location] due to the immediate danger to life and safety as a result of wildfire [name or specific threat] For a complete list of impacted properties, please see the list and map attached to this information release.

[SAR, RCMP, Fire Dept.] is coordinating the Evacuation Order. An Emergency Support Services (ESS) Reception Centre has been set up at [location.] Any impacted residents staying with family or friends are asked to register at the Reception Centre or by calling the [ESS – phone number.]

WHAT YOU SHOULD DO:

- You must leave the area **immediately**
- Follow the travel route provided by [SAR, RCMP, Fire Dept.] and register at *the ESS Reception Centre [location]*
- Close all windows and doors
- Shut off electrical appliances, other than refrigerators and freezers
- Close gates (latch) but do not lock
- Gather your family: take a neighbour or someone who needs help
- Take critical items (medicine, purse, wallet, and keys) only if they are immediately available
- Take pets in pet kennels or on leash
- Do not use more vehicles than you need to (to avoid congestion)
- Do not use the telephone unless you need emergency service

If you require assistance with transportation, please contact the Emergency Operations Centre: [EOC Phone Numbers]

YOU MUST LEAVE THE AREA IMMEDIATELY

For the latest information, please visit [website] and Facebook [address]
[Twitter]

CLIENT Protective Services

<Insert>

BC Wildfire – Current Wildfire Activity

<https://www2.gov.bc.ca/gov/content/safety/wildfire-status/wildfire-situation>

Issued by EOC Director

EOC Phone Number

EOC Director Signature

APPENDIX N. Evacuation Rescind



EVACUATION RESCIND

[Evacuation Rescind - Wildfire]

For Immediate Release

Date & Time

Headline [Primary Message to the public]

[local government] Rescinds Evacuation Order for XX location

LOCATION – An Evacuation Order for xx properties in [location]; issued on [date] has been rescinded. The Evacuation Order has been rescinded for the addresses listed below.

Please refer to the map attached to this information release.

These properties remain under an advisory **Evacuation Alert**.

Evacuation Alert – What You Should Do:

- Designate a meeting place for family or co-workers outside the evacuation area
- Gather essential items including medications, eyeglasses, important papers and keepsakes and have them readily available for quick departure
- Alert and assist your neighbours especially seniors, infirm and those with young children
- Check BC Wildfire and CLIENT emergency websites (links below) and listen to local radio for information updates and announcements
- Watch for CLIENT emergency messages via text and email

If you require assistance with transportation, please contact the Emergency Operations Centre: [EOC Phone Numbers]

PREPARE TO LEAVE THE AREA ON SHORT NOTICE

For the latest information, please visit [website] and Facebook [address]
[Twitter]

CLIENT Protective Services

<https://www.Client.com/Services/CLIENTProtectiveServices/EmergencyPreparedness.aspx>

BC Wildfire – Current Wildfire Activity

<https://www2.gov.bc.ca/gov/content/safety/wildfire-status/wildfire-situation>

Issued by EOC Director

EOC Phone Number

EOC Director Signature

APPENDIX O. Roles and Responsibilities during a wildfire event

Local Government/First Nation Government

In B.C., local governments lead the initial response to emergencies and disasters in their communities. As required by law, local governments have prepared emergency plans and maintain an emergency management organization. This is to ensure the safety of citizens when a situation escalates beyond the first responder level.

In relation to an emergency impacting agriculture the EOC role includes but not limited to:

- Advise farm operators of threats and ongoing status of emergency. Personnel from the Ministry of Agriculture, Food and Fisheries or the relevant livestock associations may assist with this activity to provide remote support for agriculture permitting and livestock movement.
- EOC may, on as needed basis, request agricultural experts or representatives to attend an EOC.
- May coordinate transportation logistics needed to relocate livestock and poultry to safety. Note: The (local government) may not establish or manage centralized livestock relocation sites or provide associated support services.
- A critical role of the (local government) is to formally issue the three stages of an evacuation: order, alert and rescind.

Farm Producer:

The primary responsibility for animal protection lies with individual producers and livestock owners, and includes but not limited to:

- Arrange for appropriate insurance or other coverage for unexpected loss.
- Prepare for emergencies by arranging for a safe place to relocate animals, including a “buddy” farm that may be able to hold and service relocated livestock when a hazard threatens.
- Plan to protect livestock and poultry from hazards. At times, the responsible action by a farm operator facing an imminent threat to livestock premises may be to relocate the livestock.
- Consider the welfare of animals at risk, i.e., suffering that would be incurred by abandoned animals.
- Farm operators may contract individually with livestock relocation services and pay either directly or indirectly. However, such costs are conditionally eligible for reimbursement from the province under certain circumstances.

Agriculture Associations

If requested, send Agriculture Technical Specialists to the (local government) EOC, if appropriate and able to do so. In order to share information with association members during an emergency.

Ministry of Agriculture, Food and Fisheries

If requested, send Agency Representatives to a local government Emergency Operations Centre, or to a Provincial Regional Emergency Operations Centre. A Ministry EOC may be established in some large-scale events.

- Provide advice to farmers on the protection of livestock, including plans for relocating livestock and poultry from hazardous areas, and returning them when the threat has subsided.
- Coordinate the emergency evacuation and care of poultry and livestock.
- Provide general information related to specific planning for and responding to specific hazards that can affect the agricultural sector through the Ministry of Agriculture, Food and Fisheries website.
- Keep agriculture association representatives informed regarding the status of the emergency and response tactics.
- Coordinate business risk management programs and claims local government EOC does this with remote support.
- In some large events, if requested, provide Agriculture Technical Specialists to the Provincial Regional Emergency Operations Centre to assist multiple local government EOCs (usually animal disease related).

Ministry of Forests, Lands, Natural Resource Operations & Rural Development

If requested, send Agency Representative(s) to the (local government) Emergency Operations Centre, or to a Provincial Regional Emergency Operations Centre.

- Work with the (local government), livestock owners and applicable associations to seek the most effective livestock relocation plans in the case of a wildfire or flood
- Provide Range Officers/manager as liaison to the EOC to provide local knowledge of tenures, risk areas, recommendations and solutions.

Emergency Management BC

Emergency Management BC manages hazard mitigation in the Province, such as the Community Wildfire Protection Plan.

- Every season Emergency Management BC host a local/regional hazard awareness conference.
- Sets out the provincial standard for emergency management by publishing and training (local authorities) in BCEMS which includes ICS.
- Coordinate regional information on risks to agriculture; share with local Emergency Operations Centres.
- Liaise on regional selection of transportation routes designated for livestock relocation and return of livestock.
- Respond to requests for resources or assistance from local Emergency Operations Centres. In a wide-spread event affecting many local authorities, the Provincial Regional Emergency Operations Centre would coordinate support for logistics, such as calling technical specialists and transport trucks into the jurisdiction.

Wildfire Service

The delivery of effective wildfire management and emergency response support on behalf of the Government of British Columbia. The primary objectives are to protect lives and values at risk and encourage sustainable, healthy and resilient ecosystems. They are the primary providers of risk information to the public, local and provincial governments.

In responding to wildfire emergencies, the Service will:

- Provide for the safety of its workers and the public;
- Deliver effective, innovative and cost-efficient wildfire management services;
- Provide emergency response support and services; and
- Ensure strong and collaborative relationships with our partners and clients.

It must be noted that the Wildfire service manages wildland fire response and predominantly respond to wildland fire on crown land. However, they do support (local authorities) in response to wildland fires not on crown land and work in coordination with the local fire department in structural fire protection.

Wildfire Service categorise response using three descriptions as summarised below:

Full Response: The wildfire requires immediate initial attack and/or sustained suppression action until the fire is declared “out”.

Modified Response: The wildfire is managed using a combination of suppression techniques, including direct and indirect attack, and monitoring to steer, contain or otherwise manage fire activity within a pre-determined perimeter (to minimize costs and/or damage and to maximize benefits from the fire).

Monitored: The wildfire is observed and assessed to determine the appropriate response option to minimize social disruption and/or significant impacts on values and resources, while achieving beneficial ecological, economic or resource management objectives.

Incident response types and Stages of Control are key operational terms within the Wildfire Service. They are used to discuss and report on incidents, and to manage wildfires.

APPENDIX P. Agriculture Community group contacts

Organisation / Association	Post title	Contact number	Secondary contact (name / number)	ACTION BY

APPENDIX Q. Glossary

The following terms are used throughout the Wildfire Agriculture Communication Emergency Plan:

Activation: The act of initiating the emergency plan and different levels of support.

British Columbia Emergency Management System (BCEMS): An emergency management system founded on the principles of the Incident Command System. BCEMS is required to be used by all ministries and Crown Corporations and cross-jurisdictionally in BC.

Business Continuity: An ongoing process by all type industries to ensure that the necessary steps are taken to determine the impact of potential losses and maintain viable recovery strategies, recovery plans, and continuity of services.

Disaster: “A calamity that (a) is caused by accident, fire, explosion, or technical failure or by the forces of nature, and (b) has resulted in serious harm to the health, safety, or welfare of people, or in widespread damage to property.” [*Emergency Program Act*]

Disaster Risk Reduction: Measures taken to decrease the potential for future losses arising from emergencies/disasters.

Emergency: A present or imminent event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property.

Emergency management: An ongoing process to prevent, mitigate, prepare for, respond to and recover from an emergency or disaster that threatens life, property, operations or the environment.

Emergency Operations Centre: The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction.

Emergency plan: A document developed to ensure quick access to the information necessary for effectively responding to an emergency.

Emergency Program Coordinator: The person responsible for the day-to-day management of an organization’s emergency management program. May also be referred to as planner, manager, or director.

First Nations: On-reserve communities that are supported by Emergency Management BC through a 10-year bilateral agreement signed in 2017 with the Federal Government. While the Federal Government, through the Department of Indigenous Services Canada (ISC), holds the legislated responsibility for emergency management activities on First Nations Reserve Lands,

the Agreement enables EMBC to provide First Nations with the full range of emergency management services that Local Authorities receive.

Hazard: A source of potential harm, or a situation with a potential for causing harm, in terms of human injury; damage to health, property, the environment, and other things of value; or some combination of these.

Hazard, Risk, and Vulnerability Analysis (HRVA): An assessment of:

- **Hazards:** These are sources of potential harm, or situations with a potential for causing harm, in terms of human injury; damage to health, property, the environment, and other things of value; or some combination of these.
- **Risk:** This refers to the likelihood that a hazard will occur, as well as the severity of possible impact to health, property, the environment, or other things of value.
- **Vulnerability:** This refers to the people, property, infrastructure, industry, resources, or environments that are particularly exposed to adverse impact from a hazardous event.

Impact: The physical/environmental, social, economic, and political consequences or adverse effects that may occur as the result of a hazardous event.

Indigenous Traditional Knowledge: A holistic system of knowledge that belongs to First Nations, embedded in culture and tradition, built through generations of living in close relationship with the land, and which can carry spiritual significance.

Indigenous Traditional Knowledge Holders: A member from the community, or designate, who holds Indigenous Traditional Knowledge.

Incident Command System (ICS): Originally developed as a fire response management system by various jurisdictions in the United States, this incident management system has been widely adopted by first responders and emergency management programs throughout North America.

Local Authority: Municipalities, regional districts, and Treaty First Nations who have specific legislated emergency management requirements set out in the Emergency Program Act (EPA).

Mitigation: Activities which reduce or eliminate the impacts of an emergency or anticipated emergency, before, during or after the emergency event.

Preparedness: Activities undertaken prior to an emergency to ensure an effective response to and recovery from the consequences of an emergency event.

Provincial Emergency Coordination Centre: The central emergency operations centre activated to provide overall coordination of the integrated provincial response to an emergency or disaster. The Provincial Emergency Coordination Centre manages the overall provincial government response, which includes the provision of support for the regional levels. This may include consultation with senior elected officials, management of emergency information for the public, resource coordination and policy guidance. Communications and collaboration with external agencies such as crown corporations, federal emergency response agencies, non-

governmental organizations and other provinces are managed at the Provincial Central Coordination level.

Provincial Regional Emergency Operations Centre: The Provincial Regional centre responsible for coordinating regional response activities, supporting local EOCs assigning regional (provincial and federally assigned) critical resources, providing regional messaging, and providing situational understanding to the PECC.

Recovery: Activities and programs designed to support communities to rebuild post-disaster in a resilient, culturally safe and appropriate way.

Resources: Equipment, supplies, personnel, volunteers, and facilities available for assignment or staging in support of emergency management activities.

Resilience: The ability of a system, community or society exposed to hazards to resist, absorb, accommodate, adapt to, transform and recover from the effects of a hazard in a timely and efficient manner.

Resource management: A process for identifying and managing available resources to enable timely and unimpeded access to the resources needed to prevent, mitigate, prepare for, respond to or recover from an incident.

Response: The phase of emergency management during which actions are taken in direct response to an imminent or occurring emergency/disaster in order to manage its consequences.

Risk: A concept that takes into consideration the likelihood that a hazard will occur, as well as the severity of possible impact to health, property, the environment, or other things of value.

Situational Awareness: Knowing what is going on and what has happened with respect to the current incident, what could go on in terms of future impact or outcomes, and what options exist in terms of response actions.

Subject Matter Expert: Provincial, regional or local experts with knowledge on a specific area of expertise, such as hazard(s) likelihood, consequences, environmental and economic impacts.

Wildfire: A wildfire or wildland fire is an uncontrolled fire in an area of combustible vegetation occurring in rural areas.