

7. Procedures for assisting visitors and employees with disabilities or mobility issues are as follows:

8. Employees are aware of the evacuation procedures and routes and these can be effectively communicated to visitors during an evacuation. Annual or periodic mock evacuations are recommended to test your system and train employees

During an Evacuation

- 1. Follow instructions provided by emergency officials.
- 2. Complete emergency shut-off procedures for utilities, equipment, and processes.
- 3. Take your individual Grab 'n Go Kits and critical business paperwork.
- 4. Assist individuals with mobility issues or disabilities.
- 5. Account for personnel and visitors after evacuating.

After Evacuation

Once the Evacuation Order is rescinded emergency officials (local government or Province) will advise when it is safe to return and if there are any special considerations to ensure the safety of visitors and staff at your operation.

Part C: After a Wildfire

25. Checklist for Damage Assessment

Once the evacuation order has been lifted and if damage is observed on the agriculture operation, consider these steps to limit further damage.

- 1. Check livestock that sheltered-in-place at the earliest possible opportunity, and provide for their needs with water, feed, and safety.
- 2. Inspect the agriculture operation for hazards and damage. Take care to avoid hazards, such as smoldering tree roots underground.

- 3. Contact insurance agent or broker (refer to the Guide *section 12, Insurance Information* and *section 26, Initiating Insurance of Other Loss Coverage* below).
- 4. Document any loss of livestock, buildings, fences, or equipment in writing, using the inventory to verify losses. Document salvaged items.
- 5. Take samples as required for laboratory assessment of damage (e.g., smoke taint of grapes).
- 6. Take photographs and video of any damage following a disaster to document the loss (ideally before and after taking any recovery action). Take photographs from the same location/position as your pre-event baseline photographs.
- 7. Secure the site.

26. Checklist for Initiating Insurance or Other Loss Coverage

- 1. Review insurance policy with the insurance agent or broker and report the damage/loss.
- 2. Review any government supported risk management program you have paid into or subscribed to with the government agent and report the damage/loss.
- 3. Assemble all required supporting documentation and complete and submit claims for losses.

27. Checklist for Recovery

The following steps should be taken to continue the disaster recovery process.

- 1. Work with neighbours to locate and identify loose animals in the area, and to return livestock that escaped or were treed.
- 2. Seek assistance from agriculture associations active in your area (refer to the Contact List in *Section 4*), and from the Regional Districts.
- 3. Work with neighbours to get the agriculture operation and the community operational as soon as possible.
- 4. Attend community recovery information sessions to find out about provincial measures that may assist the agriculture operation with disaster recovery.
- 5. If eligible, apply for Provincial Disaster Financial Assistance through Emergency Management B.C. Website: <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/emergency-response-and-recovery/disaster-financial-assistance>

- 6. If eligible, apply for BC Wildfire Service Fire Suppression Disturbance Rehabilitation for damages on private property as a direct result of fire suppression activities (contact local BCWS fire zone office).

Part D: When Wildfire Plan is Complete

28. Finalizing, Storing and Sharing the *Wildfire Plan*

- 1. Digital and hard copies of the completed Wildfire Plan (including maps and all relevant *Wildfire Plan* elements) have been made and stored in multiple locations. Specify the location, format (hard or digital copy below), and holder of the copy, as applicable):

Operation buildings (*specify*): _____

Personal vehicle (*specify*): _____

Grab n Go Kit (*specify*): _____

Off-site location (*specify*): _____

Cloud Storage (*specify username, password or individual with access*): _____

- 2. The *Wildfire Plan* has been reviewed with (*specify family members, employees, others*):

- 3. The separate *Wildfire Plan Summary* (Appendix 1) has been completed and shared with the following authorities or individuals (*specify name, title/organization, contact information, and date*):

Regional District/Local Government Emergency Management:
