



**Winelands Fire Protection Association**

## Fire Preparedness and FPA Compliance Checklist

<b>General</b>	<b>Yes</b>	<b>No</b>
1. Are you aware of the landowner's responsibilities under the National Veld and Forest Fire Act?		
2. Are you in possession of a valid FPA membership certificate?		
3. Have you notified the FPA office of any changes to ownership or contact details?		
4. Do you know who your local FMU/ward leadership is and have their contact details?		
5. In your absence do you have a responsible person on or near the property who will take steps to extinguish the fire, has gate keys/codes and emergency contact numbers?		
6. Are Emergency telephone numbers visible for all?		
7. Have you discussed safe behaviour and clothing when near a veldfire with all residents and staff on your property?		
8. Have you discussed possible evacuation plans with all residents? Made provisions for any animals?		
9. Have you discussed fire risk insurance and fire spread insurance with your broker?		
<b>Fire Risk</b>		
10. Do you know the past frequency of veldfires in your area?		
11. Have you identified the possible causes or direction of approach of a veldfire?		
12. Have you identified possible social impacts of a veldfire? Injuries and evacuations?		
13. Have you identified possible economic impacts of a veldfire? Financial and livelihoods?		
14. Have you identified possible environmental impacts of a veldfire? Minimal to total loss?		
<b>Property</b>		
15. Have you isolated any hazard area that is present or likely to develop?		
16. Is there easy access for firefighters to property and high risk areas? Roads, signage, gate keys/codes, disabling of electric fences and gates, turning circles for fire trucks?		
17. Are you undertaking efforts to clear the invasive alien plants on your property?		
18. Do you have stacks of dry logs, branches and leaves on your property?		
19. Do you have designated areas and rules for domestic/social fires by farm, contractors or visitors?		
20. Do you have designated areas and policies about smoking on your property? Are all residents, employees, contractors and visitors made aware of these?		
21. Do you have rules for any possible fire causing work (eg power tools) with steps to prevent runaway veldfires? Are all relevant employees and contractors made aware of these?		
<b>Buildings</b>		
22. Installed thatch roof sprayers? Are they in good working order?		
23. Cleared a defendable space of 30m around buildings? Cut grass, isolated pruned shrubs and trees, fire proof plants?		
24. Cleared all fire hazards 10m around buildings? Including cleaned gutters, under wooden decks, against walls, overhanging branches?		

<b>Fire Breaks</b>		
25. A signed agreement is in place for communal fire belts		
26. Strategic fire belts are in place and minimum 20m		
27. Property boundary/tactical fire belts are minimum 10m (5m each side)		
28. Fire belts do not cause soil erosion		
29. Cut brush spread broad at least 3m from break edge		
<b>Prescribed/controlled burning</b>		
30. A burn permit was obtained through the FPA for all burning of rubbish pits, slash heaps, agricultural lands and veld blocks		
31. All rules on the burn permit are adhered to		
32. Are you familiar with the Fire Danger Rating, what it means for you and where to obtain a forecast?		
<b>Firefighting</b>		
33. Do you comply with the FPA guidelines for minimum equipment and personnel (Table 1)?		
34. Is all your equipment serviceable and in good working order?		
35. Have you identified the nearest location of fire hydrants and refilling points for firefighting units?		
36. Are you connected with the FMU/ward communication system for fires?		
37. Are you aware of the FPA rules on mutual aid between landowners?		
38. Are you aware of the firefighting command structure?		
39. Are you familiar with the standard mopping up procedures after a fire?		