

## Red Shed Inc. Bushfire Management Policy

**Effective Date:** 01/06/2024

**Review Date:** 01/06/2025

### **Purpose:**

Red Shed Inc. is committed to ensuring the safety of all employees, members, and visitors during bushfire season. This policy outlines the procedures to be followed to mitigate the risks posed by bushfires and ensure safe practices during on-water and outdoor activities, particularly in high-risk periods.

### **Scope:**

This policy applies to all Red Shed Inc. employees, members, visitors, and contractors, especially those participating in outdoor and on-water activities. It encompasses procedures for monitoring bushfire risks, responding to emergency warnings, and implementing evacuation plans.

### **Policy Statement:**

Red Shed Inc. recognises the potential danger posed by bushfires, particularly during Australia's high-risk fire season. To safeguard all personnel and participants, Red Shed Inc. will implement preventive measures, monitor fire risks, and respond promptly to fire emergencies, ensuring compliance with local fire authority guidelines.

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## **1. Bushfire Risk Monitoring**

### **1.1 Fire Danger Rating Monitoring:**

- Red Shed Inc. will regularly monitor the Fire Danger Rating (FDR) issued by the Australian Capital Territory Emergency Services Agency (ACT ESA) and other local fire authorities.
- The FDR will be checked daily during fire season (typically October to April) and before any scheduled outdoor or on-water activities.

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### **1.2 Fire Weather Warnings:**

- Red Shed Inc. will monitor fire weather warnings, including Total Fire Bans, Catastrophic Fire Danger Days, and Bushfire Alerts, as issued by local authorities.
- Staff will utilize reliable sources, including the Bureau of Meteorology (BOM), ACT ESA website, and real-time fire alert apps (e.g., Fires Near Me) to stay informed about nearby bushfires and changing fire danger conditions.

## **2. Fire Danger Ratings and Activity Guidelines**

### **2.1 Activity Adjustments Based on Fire Danger Ratings (FDR):**

The following guidelines will be used to determine whether outdoor or on-water activities proceed, are modified, or are cancelled based on the daily FDR:

- Low-Moderate (0-11 FDR): All activities proceed as scheduled.
- High (12-24 FDR): Activities proceed with caution. Participants should be made aware of potential fire risks, and staff should maintain vigilance for nearby bushfires.
- Very High (25-49 FDR): Activities proceed with heightened caution. Staff will closely monitor conditions, and participants will be briefed on emergency procedures.
- Severe (50-74 FDR): Activities may be limited or modified. Staff will assess whether safe conditions can be maintained, with a preference for shifting to indoor activities.
- Extreme (75-99 FDR): All outdoor and on-water activities will be cancelled. Participants will be notified, and alternative indoor activities will be offered where possible.
- Catastrophic (100+ FDR): All activities, including indoor and on-water, will be cancelled, and the facility will be closed. Participants will be advised to follow local emergency evacuation instructions.

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### 3. Bushfire Response Plan

#### 3.1 Evacuation Procedures in Case of a Bushfire Emergency:

- In the event of a bushfire approaching Red Shed's facility or the surrounding area, staff will immediately initiate the Bushfire Evacuation Plan.
- All participants and staff will be informed of the situation and instructed to evacuate the facility.
- Staff will direct participants away from the water and secure all boats and equipment where possible.
- The designated safe evacuation point will be at the top carpark nearest to the entry ramp to Red Shed.

#### 3.2 Communication During a Bushfire Emergency:

- Staff will communicate with participants via radio, phone, or PA system to provide clear instructions on evacuation routes and the location of the safe gathering point.
- If necessary, staff will contact emergency services (000) to report the emergency and provide assistance where needed.

#### 3.3 Use of Emergency Kits:

Red Shed Inc. will maintain Bushfire Emergency Kits that include:

- First aid supplies.
- Fire blankets and extinguishers.
- Personal protective equipment (PPE) such as masks (to prevent smoke inhalation).
- Battery-operated radios for emergency communication.
- Maps and evacuation routes.
- Staff will ensure these kits are readily accessible and kept in good condition.

## 4. Preventive Measures

### 4.1 Fire Risk Reduction Around the Facility:

- Red Shed Inc. will implement fire prevention strategies around the facility and surrounding areas, such as:
- Clearing vegetation and removing dry debris within a 20-meter radius of the facility to reduce potential fuel for fires.
- Ensuring all flammable materials (such as fuel for boats) are stored in fire-safe containers and located away from the main facility.
- Regularly inspecting fire extinguishers and other fire-fighting equipment to ensure they are operational.

### 4.2 Compliance with Total Fire Bans (TFBs):

- During Total Fire Ban days, Red Shed Inc. will comply with all restrictions imposed by the local fire authority, including:
- Banning the use of any outdoor open flames (e.g., barbecues, fire pits).
- Cancelling activities that could pose a fire risk, such as welding, or operating machinery that may generate sparks.

### 4.3 Training for Staff and Participants:

- Red Shed Inc. will provide bushfire safety training for staff, focusing on:
- How to monitor and interpret Fire Danger Ratings.
- Emergency evacuation procedures.
- The correct use of fire extinguishers and emergency kits.
- Participants will be briefed on bushfire safety and evacuation procedures at the beginning of each season.

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## 5. Smoke Haze Considerations

### 5.1 Air Quality Monitoring During Bushfire Season:

- During bushfire season, Red Shed Inc. will monitor air quality alongside fire danger ratings, as per the Smoke Haze and Air Quality Policy.
- If AQI levels reach 151 or higher (Unhealthy) due to bushfire smoke, outdoor and on-water activities will be cancelled to protect participants from harmful air pollution.

### 5.2 Indoor Air Quality Protection:

- Red Shed Inc. will ensure that the facility's indoor air is kept as clean as possible by using air purifiers or high-efficiency air filters during periods of smoke haze.

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## 6. Communication and Notification

### 6.1 Notification of Activity Cancellations:

- In the event that activities are cancelled due to bushfire risk, participants will be informed via email, SMS, or the Red Shed app as soon as the decision is made, ideally with a minimum of 1 hour's notice.
- Updates will include details about the reason for the cancellation and whether alternative indoor activities are available.

## 6.2 On-Site Communication:

- Staff will maintain clear communication with each other and participants via radios and phones during bushfire emergencies.
- Instructions on evacuation procedures, safe assembly points, and other critical information will be provided on-site.

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## 7. Review and Compliance

### 7.1 Compliance:

- All employees, members, and visitors must comply with this Bushfire Management Policy, particularly during fire season. Failure to follow bushfire safety measures may result in disciplinary action for employees or exclusion from activities for members.

### 7.2 Policy Review:

- This Bushfire Management Policy will be reviewed annually, or after any major fire-related event, to ensure it remains effective and up to date with ACT fire safety regulations and guidelines.
- Feedback from staff and participants will be used to improve future iterations of the policy.

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## This policy has been approved by

**Name:** John Gasson

**Position:** President

**Date:** 01/06/2024

## Contact Information:

For questions or concerns regarding first aid at Red Shed, please contact [admin@redshed.org.au](mailto:admin@redshed.org.au) or 0447 137 111.