

**P- 410 Fire Prevention Education  
Team Leader**

*Recommended*

**Fire Prevention Program Evaluation  
Checklist System**

## FIRE PREVENTION / MITIGATION EVALUATION CHECKLIST

**Location:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Agency:** \_\_\_\_\_ **Reviewed By:** \_\_\_\_\_

Key code: **A** = Above Average **B** = Satisfactory **NI** = Needs Improvement **NR** = Not Reviewed

Code	ADMINISTRATION-FIRE PREVENTION/MITIGATION	REMARKS
	1. Fire Prevention plan complete	
	2. Last plan evaluation date	
	3. Does the unit participate in fire prevention cooperatives or committees	
	4. Is a fire prevention training program in place to ensure adequate skill and knowledge of agency personnel	
	5. Is fire prevention training completed for non-fire personnel	
	6. Is the allocated budget adequate for the developed program	
	7. Have corporate programs been implemented	
	8. Early warning systems (preparedness levels) in place	
	9. Specific staffing guide adequately addresses fire prevention	
	10. Does the fire management plan reflect the fire prevention program	
	11. Interagency public use restrictions and implementation plan current	
	12. Training program for volunteers/wilderness personnel	
	<b>EDUCATION-FIRE PREVENTION/MITIGATION</b>	
	1. Fire prevention sign and poster plan complete	
	2. Fire prevention signs and poster program implemented as identified in the approved plan	
	3. Fire prevention media complete for general contacts, written, radio, television, Internet	
	4. Is a public education program established for volunteer/rural fire departments	
	5. Fire prevention programs planned/implemented for schools	
	A. Elementary/middle	
	B. Junior/senior	
	C. Team teaching	
	6. Public education, community involvement programs	
	7. Public education, community outreach programs	
	8. Cause specific children's program implemented	
	9. Bilingual fire prevention programs available	
	10. Community fire prevention activities planned:	
	A. Parades	
	B. Fairs	
	C. Exhibits	
	D. Sports activity/rodeo	
	E. Character appearances	
	11. Interagency campaigns planned/implemented	

	12. Local specific campaigns planned/implemented	
	13. Fire prevention high visibility programs planned/implemented	
	14. Fire prevention education material available and current	
	15. New fire prevention material developed/planned	
	16. Fire prevention poster contest planned	
	17. Group public contact plan complete	
	18. Key person public contact plan complete	
	19. The Wildland Urban Interface communication plan complete	
	<b>ENGINEERING-FIRE PREVENTION/MITIGATION</b>	
	1. Utilities contacted to gain contract fire prevention compliance – power line, railroads	
	2. Local government – road department’s military	
	3. Community at risk hazard abatement plan implemented	
	4. Hazard reduction plan complete for places of concentrated public use – dispersed recreation sites, hunter camps, turnouts, smoking areas, turn-outs	
	5. Fire prevention measures coordinated on all major projects – timber sales, construction projects	
	6. Hazard reduction completed on all agency facilities	
	6. Hazard reduction/Assessment plan complete	
	7. Value Assessment Complete	
	8. Spark arrester inspection program functional	
	9. Wildland Urban Interface fire prevention activity coordinated with local cooperators	
	<b>ENFORCEMENT-FIRE PREVENTION/MITIGATION</b>	
	1. Fire prevention patrol plan complete	
	2. High visibility fire prevention patrol system activated	
	3. Outdoor burning, blasting, campfire compliance system in place – inspection, permits, contact training	
	4. Restricted public use restriction/closure plan complete	
	5. Fire prevention contract requirements – special use permits reviewed annually	
	6. Fire prevention contract requirements – industrial operations reviewed annually	
	7. Training of spark arrester inspectors complete	
	8. Structure/improvement inspection/evaluation plan implemented	
	9. Fire investigations completed on all human caused fires	
	10. Fire investigation kit complete	
	11. Campfire permit system operational	
	12. Restricted fire use signs and educational material available	
	13. Burning/welding permit system adequate/functional	
	14. Special use fire criteria adequate for all special events	
	15. Timber sales completed for compliance of permit fire prevention requirements	
	16. All special use activities are inspected for compliance of permit fire prevention requirements	
	17. Citations/warnings are issued for fire law violations	
	18. Inspections/evaluations/Assessments completed for high	

	risk activities	
	A. Residence, WUI	
	B. Power lines	
	C. Railroads	
	D. Resorts/Camps	
	E. Improved campgrounds	
	F. Unimproved campgrounds	
	H. Special risk areas	
	I. Timber sales	
	J. Sawmills	
	K. Mining operations	
	L. Gas/oil wells	
	M. Construction projects	
	N. Dumps	
	O. Spark arresters	
	P. Target ranges	
	<p><b>COMMUNITY AT RISK/PUBLIC EDUCATION</b></p> <ol style="list-style-type: none"> <li>1. Rural/Volunteer F.D. Mitigation Training Complete</li> <li>2. Community Mitigation Campaign Implemented</li> <li>3. Youth Jr. Fire wise Program Established</li> <li>4. Fire Prevention Education /Mitigation Materials Available</li> <li>5. Fire Prevention Education/Mitigation Exhibits/Displays available</li> <li>6. Community Homeowner Group Contact Plan Complete</li> <li>7. Community Fire wise Assessment/Structure Vulnerability Plan Complete/Implemented</li> <li>8. Community Stakeholder Meetings Planned/Complete</li> <li>9. Residential Inspection Program Established</li> <li>10. Residential Inspection Program Implemented</li> <li>11. Wildfire Threat Notification Procedures in Place</li> <li>12. Wildfire Evacuation Procedures in Place</li> <li>13. Community Protection Plans/Risk Assessments Completed</li> <li>14. Community Involvement Protection Plan Compete</li> <li>15. Community Fire Prevention Program Established</li> <li>16. Fire Prevention/Mitigation Plans for Communities @ Risk</li> <li>17. Participate in Community Stakeholder Meetings</li> </ol>	