SDIS

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Quick Reference Guide

WILDFIRE PREPAREDNESS: A FEW SIMPLE STEPS

CAN MAKE A BIG DIFFERENCE

Wildfires can develop quickly and leave little time to react. For special districts, the impact can go beyond damaged buildings. Wildfire can interrupt essential services, displace employees, damage records, and affect your ability to serve the public when your community needs you most. The good news is that a few practical steps taken before an emergency can greatly improve your ability to respond and recover.



First, know Oregon's evacuation levels.

- **Level 1** means be aware and start preparing.
- **Level 2** means be ready to leave at a moment's notice.
- **Level 3** means leave immediately.

Every employee should understand what these levels mean and what actions are expected.

Second, reduce wildfire risk around district facilities. Remove dry vegetation and debris near buildings, keep roofs and gutters clean, maintain access for emergency responders, and move all combustible materials at least 5-ft away from structures. Mow grass, clear brush and limb trees out to 30-ft away and reduce fuel and limb trees up to 100-ft from your structure.

These simple actions can reduce the chance that embers or flames ignite a building.



Third, protect the information your district needs to operate. Important records should be stored electronically and backed up, off site. Critical documents should never exist in only one location, and more than one employee should know how to access them.

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SDAO SPECIAL DISTRICTS ASSOCIATION OF OREGON

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SDIS SPECIAL DISTRICTS INSURANCE SERVICES

Fourth, take time to review contact information for employees, board members, emergency partners, vendors, utilities, and insurance contacts. During an emergency, outdated contact lists can create unnecessary delays.

Finally, be prepared to continue operations if your facility becomes inaccessible. Consider what equipment, records, technology, and resources would be needed to keep essential services running.



Wildfire preparedness does not have to be complicated. The goal is to protect people first, safeguard critical assets, and ensure your district can continue serving the community when conditions change.

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