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Extension carries out programs in the broad categories of agriculture, natural resources and environment; family and consumer sciences; 4-H and other youth; and community resource development. Extension staff members live and work among the people they serve to help stimulate and educate Americans to plan ahead and cope with their problems.

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- The federal, state, and local governments cooperatively share in its financial support and program direction.
- It is administered by the land-grant university as designated by the state legislature through an Extension director.
- Extension programs are nonpolitical, objective, and research-based information.
- It provides practical, problem-oriented education

for people of all ages. It is designated to take the knowledge of the university to those persons who do not or cannot participate in the formal classroom instruction of the university.

- It utilizes research from university, government, and other sources to help people make their own decisions.
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- It dispenses no funds to the public.
- It is not a regulatory agency, but it does inform people of regulations and of their options in meeting them.
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- Extension has the built-in flexibility to adjust its programs and subject matter to meet new needs.
   Activities shift from year to year as citizen groups and Extension workers close to the problems advise changes.

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**OKLAHOMA COOPERATIVE EXTENSION SERVICE NREM-2893** 



# **Burn Plan for Prescribed Burning**

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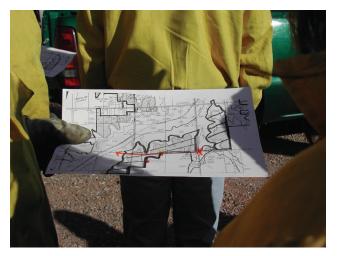
Extension Range Specialist
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A burn plan helps to determine the safest and easiest way to complete tasks before, during and after a prescribed burn. The most important reason for having a burn plan is to thoroughly think about each action before striking the match. The burn plan will help determine where the burn should be conducted, what type of management is required before burning, how to conduct the burn, when to burn and what should be done after the burn.

A burn plan is a written prescription for the prescribed fire including critical elements such as the weather conditions under which the burn will be conducted, number of personnel and duties of each, and the type, amount and placement of equipment needed to safely conduct the burn. All of this information allows the fireboss to consider all actions prior to the burn, reducing many problems and complications. A burn plan also helps the fireboss consider any social impacts of the burn such as: smoke management concerns, traffic patterns or problems, how to contact neighbors and fire departments, along with other public safety issues. In rural areas many of these issues may not be of concern, but in areas associated with urban sprawl, it can be a major problem. Finally, a wellwritten burn plan can help reduce liability risk, which is a major concern for most people conducting prescribed burns. A burn plan can be used to show the amount of diligence and care used in planning and conducting the burn if some type of liability issue occurs.

No burn plan is perfect and no two are alike because they are as different as the burn units for which they are written. Each burn plan may require different information or planning, with some requiring more information about a specific topic than others. A burn plan should be written to meet local needs and be adapted to the region. The more experience a person has preparing plans, the easier it will become to write good ones. When preparing a burn plan, it is important not to limit implementation by being too specific with details or prescriptions. For example using weather conditions with a range that is too narrow and cannot be followed for the duration of the

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burn is not a prescription for success. Be sure to include all necessary information, but do not clutter a plan with pointless information that could cause confusion, or prevent the execution of a burn, and potentially increase liability.

The following instructions on completing a burn plan and the sample burn plan contained in this publication will assist anyone interested in conducting a prescribed burn. This burn plan provides information appropriate for most situations.

**Information:** Provide basic information about the unit and landowner/manger conducting the burn.

**Description of Area to be Burned:** Include pasture name, legal description and dominant vegetation type in the burn unit.

**Vegetation Present:** Describe the main vegetation/fuels present. *Example - Tallgrasses, scatted shrubs with cedars <6 ft tall in the upland and solid stands of cedar >15 ft tall along the creek.* 

**Directions from Nearest Town:** Provide directions to the burn unit. This may be needed in case of an accident or escaped fire. In emergency situations, people often forget things as simple as providing directions to the burn unit. Also, someone not familiar with the area can provide directions from the burn plan to emergency responders.

**Objectives:** Explain what the burn will accomplish. Objectives can be singular or multiple, along with being broad or very specific. Examples – Forage production for livestock, wildlife habitat management, cedar control, brush suppression, improve forage quality, hardwood reduction, fuel reduction and wildfire suppression.

**Notification:** List the names of fire departments, adjoining landowners, and others that need to be notified prior to conducting the burn. This allows the planner to have all phone numbers in one place for quick reference. It also provides a place for the planner to enter the date, time and person notified, which can be helpful if problems arise or for verification of notification.

**Pre-Burn Preparations:** Describe what should be done before conducting burn.

Management Needed Prior to Burn: Describe management required to prepare for the burn in order to meet objectives. These practices could include grazing management, mechanical treatments to make the burn safer or more effective, or the protection of specific areas or items.

Firebreak Types and Location Around the Burn Unit: Describe the type of firebreaks used and the location of each around the burn unit. Firebreaks can be disked, dozed, roads, cultivated fields or natural breaks like creeks. Example- Firebreaks on the west and north side of the burn unit are disked strips 15 feet in width and the east and south firebreaks are comprised of a two-track pasture road.

For more information about firebreaks see Extension Fact Sheet NREM-2890, *Firebreaks for Prescribed Burning*. (http://pods.dasnr.okstate.edu/docushare/dsweb/Get/Document-8542/NREM-2890web.pdf)

**Fuel Conditions:** Record the amount and continuity of fine fuel (herbaceous vegetation) desired for the burn and actual amount in the burn unit on the day of the burn.

**Fine Fuel Amounts:** Determined by visual estimation or by clipping and weighing samples.

**Fuel Continuity:** Describes the amount of coverage or distribution of fuels. This is important for fire spread. Many times there may be adequate fuel amounts, but fuel continuity will not allow the fire to spread or carry across the burn unit.

**Prescribed Weather Conditions:** Define the weather conditions needed to safely and effectively conduct the burn.

**Desired Range:** Describes ideal weather conditions for the burn.

**Maximum Range:** Upper and lower weather conditions allowable for the burn. These ranges allow flexibility in order to account for daily weather variation. *Example- Relative humidity desired range 40 percent to 60 percent, maximum range 20 percent to 80 percent.* 

For more information about weather conditions for prescribed burning, see Extension Fact Sheet NREM-2878, *Fire Prescriptions for Maintenance and Restoration of Native Plant Communities*.

(http://pods.dasnr.okstate.edu/docushare/dsweb/Get/Document-2704/NREM-2878web.pdf)

Smoke Management Considerations: Identify and list smoke sensitive areas around the burn unit and with what wind direction and dispersion conditions will be needed to reduce smoke impacts. Example- Due to road on west side of burn unit and homes to the south of burn unit, a west or southwest wind is needed to reduce smoke impacts. Attach a smoke dispersion forecast map to the burn plan. Smoke sensitive areas can be roads, communities, airports and houses.

Other Smoke Management Considerations: Category day can be determined from the National Weather Service

Fire Weather websites Go to <a href="www.weather.gov">www.weather.gov</a>, select your region from map, then select fire weather).

**Dispersion Condition:** Information can be found at sites like OK-Fire (http://okfire.mesonet.org/public/?cat=smoke) or Kansas Flint Hills Smoke Management (http://www.ksfire.org). For more information about smoke management see Extension circular E-1008, *Smoke Management for Prescribed Burning.* (http://pods.dasnr.okstate.edu/docushare/dsweb/Get/Document-5672/E-1008%20Smoke%20Management.pdf)

**Pre-Burn Checklist:** This allows the planner to determine if there are potential problems within or around the burn unit and what could be done to reduce or eliminate them. *Example – Brush piles are present along firebreaks and will be pushed a minimum of 300 feet inside the burn unit.* 

**Observed Weather:** On the day of the burn, record onsite weather conditions before, during and after the burn.

**Equipment:** List equipment that is needed or might be needed to conduct the burn. It also provides area for recording what was actually on the burn.

**Crew Members:** List the number of people needed to safely conduct the burn. On the day of the burn, record names of the people comprising the burn crew.

Ignition Plan: Describe the ignition sequence(s) required to ignite the burn safely. This forces the planner to consider in what sequence the burn crew(s) will move around the burn unit igniting the fire and potential problems or hazardous areas that should be addressed. Describe each sequence in writing and draw them on a map of the burn unit. See sample plan on how to write ignition plan and draw an ignition plan map.

**Go-No Go Check List:** List items needed and tasks to be done prior to conducting the burn. The fireboss should review this list prior to conducting the burn to make sure everything is in order

**Escaped Fire Plan:** This is a step-by-step action plan describing what should be done if the fire escapes and the proper procedures for controlling an escaped fire.

**Signature Box:** Signed and dated by the preparer when the plan is finished

Prescribed Burn Notification Form: In Oklahoma, this form should be completed and attached to the burn plan. Doing so may limit liability in the event of an escaped fire. A copy of this form should also be filed with the nearest rural volunteer fire department and if in the forestry protection area, a copy must be provided to the local Forestry Services Division office or representative. This portion of the electronic fire plan version will automatically be filled in with information from the fire plan. The only blank that will need to be filled in is the date of previous burn. For more information see Forestry Services Division publication "Notification Requirements and Considerations for Safe and Lawful Prescribed Burning in Oklahoma." (http://www.forestry.ok.gov/Websites/forestry/Images/Burn%20within%20the%20law,%202009%20Update.pdf).

The following sample prescribed burn plan is to show how the burn plan is filled out, along with examples of smoke management, written and mapped ignition plans.

NREM-2893-2 NREM-2893-19

## PRESCRIBED BURNING PLAN

Information			
Landowner/Lessee In	nformation		
Name: OSU Research Range		Phone	e: 405.744.5442
Address: 4922 S Co	ddress: 4922 S Coyle Road Coun		ty: Payne
City: Stillwater		State: OK	Zip: 74074
Description of Area t	o be Burned		
Pasture Name/Numb	er: Section 17		
Vegetation Present: Tallgrass prairie, se	cattered oaks and brus	sh, few large cedars	Acres: 160
Legal Description:	Section: SW/4 17	Township: 18N	Range: 1E
Directions from near	est town:		
8 miles W of Stillwa	ater on Hwy 51 to Coy	le Rd, then 4.5 miles so	uth, turn east into unit
Range of Projected B	Burn Dates: 10 Jan-15 N	May 2014 Actual Burn	n Date: 10 Horil 2014
Objectives to be Acc	complished		
Control eastern red	dcedar, improve livesto	ock forage quality, impro	ove wildlife habitat

When burning within Forest Protection Are	as. Contact	Locati	on	Phone Number	
Oklahoma Dept. of Ag. Forestry Services:	n/a			n/a	
Fire Departments	Phone	Phone Number Date, Tim		ne and Person Notified	
Stillwater FD	372.0497		10 April,	8:10Am FrANK	
Coyle VFD	466.3741		10 April	8:12 Am BreadA	
Adjoining Landowners	Phone	Number	Date, Ti	ime and Person Notified	
J. Smith	555.5555		194pn1	7.30pm J. Smith	
F. Jones	777.7777		19 Horil	8:05pm Mrs. DM	
P. Pete	888.8888		10%	1 7:45Am Pilete	
				4	
Others, as Needed (Sheriff, OHP, DEQ, Utility Companies, Oil and Gas Leases)	Phone	Number	Date, T	ime and Person Notified	

NREM-2893-18

Pre-Burn Preparations  - Describe management needed prior to (Grazing management, fireguard preparation, burning	b burn in order to successfully accomplish burn and meet objectives.
Continue grazing with proper stocking of North and East sides of burn unit	ng rate. Cut down and drag large cedars (>6 ft tall) within 300 f to reduce spotfire potential.
Firebreak Types and Location Around B	Burn Unit

Fuel Continuity	✓ Good Fair	Poor Good Fair Poor		
Prescribed Wo	eather Conditions			
Prescription	Desired Range	Maximum Range		
Temperature (F)	50-80	35-90		
Relative Humidity (%)	40-60	30-80		
Wind Direction	west or southwest			
Wind Speed (mph)	4-15	4-15		

Desired

**Fine Fuel Amount** 

Actual (day of burn)

Light Moderate ✓ Heavy Light Moderate Heavy

Sensitive	Areas Identified	Direction from B	urn Area	Distance to Area	
neighbors houses		north		100 yards to .25 miles	
Coyle Road		west		next to unit	
Stillwater		northeast		10 miles	
highway 51		north		4.5 miles	
Other Smoke Manag	gement Considerations				
Category Day	Preferred Category Day	3 or greater	Actual Cate (day of burn		4
Dispersion Conditions	Preferred Dispersion Conditions	moderately good or greater	Actual Dispersion		Good

The prescribed burn described below is to be conducted according to the information provided here and the Oklahoma forestry code (title 2, sections 16-28 and 16-28.2 of the state statutes). File the original copy of the notification plan with the local rural fire department, and keep a copy for your records. Inside the designated forest protection area in eastern Oklahoma (refer to list of forestry offices), also provide a copy to the forestry division representative.

## **Prescribed Burning Notification Plan**

Name:	Telepho	ne:					
Address:	County:						
City, State, Zip Code:							
Ranch Name (if any):							
Description of area to be burned:							
Approximate acres to be burned:							
Written description of location:							
Projected time frame:							
Date of previous burn:							
Objectives to be accomplished through the pr	Objectives to be accomplished through the prescribed burn:						
Contact information:							
Rural Fire Department Name	Location	Phone No.					
Forestry Division Office (for protection are	eas):						
Adjoining landowners:							

NREM-2893-4 NREM-2893-17

Crew Members				
Crew Members Present				
Ignition Plan				
Ignition Plan  Draw and write ignition pl	an and add as atta	chment to fire plan	 າ	
		-		
Go-No Go Check Lis	${\sf St}$ If answer to any is	NO, do not burn until	corrected	
Firebreaks prepared	Yes No	Adequate crew avai	ilable	Yes No
Neighbors contacted	Yes No	Smoke managemen within prescription	nt goals	Yes No
Fire departments contacted	Yes No	Crew briefed on pla hazards	n and safety	Yes No
Weather conditions within prescription	Yes No	Can burn objectives	s be met	Yes No
Equipment ready	Yes No	All hazards in unit i	dentified	Yes No
Escaped Fire Plan				
<ol> <li>If fire escapes all ignition</li> <li>Use standard fire suppress.</li> <li>If fire cannot be contained</li> <li>If other methods do not</li> </ol>	ession methods to cor ed by standard method	itrol escaped fire ds other tactics will be	used (i.e. bac	kfires)
	·		-	
This Prescribed Burn plan was	orepared by:			
Name:			Date:	

Pre-Burn Chec	klist		
	Present in burn unit	If Present Action Needed / Recommended	Accomplished
Brush Piles			
Pens/Barns	<b>V</b>	metal corrals in NW corner should not be a problem	区
Oil/Gas/Pipelines/ Utility Structures			
Fences	<b>V</b>	will burn through fences on South and West sides not a problem	DA .
Homes/Cabins	4		
Windmills/Watering Facilities			
Feeding Facilities/Hay Storage			
Equipment/Vehicles			
Wildlife Habitat Areas		14	
phone junction box	<b>V</b>	located at SW corner of burn unit, weedeat around junction box to remove fuel and wet it down prior to burning	X
Observed Wear		For Pre & Post-Burn Weather Monitor Available Weather So	urces
Burn Site Observed We	ather Con		
Observation Time	9:05	Am 9:45 Am 10:30 Am	11:154~
Temperature	51	Am 9:45 Am 10:30 Am 55 59	64
Relative Humidity	100	1/2 / // //	11007

WSW

ATTACH COPY OF OK-FIRE PRESCRIPTION PLANNER AND OR WEATHER FORECAST

SW

SW

NREM-2893-16 NREM-2893-5

**Wind Direction** 

Wind Speed

<b>✓</b>	4	
<b>✓</b>		
<b>V</b>	2	
<b>V</b>	1	
1	1	
1	1	
1	2	will have 1 200 gallon unit and 1 300 gallon unit mounted on trucks
4,		
<b>V</b>	2	these have 55 gallon sprayers on them
1	5 gallon	
<b>V</b>	2 gallon	
<b>V</b>	1 gallon	
<b>V</b>	1	
<b>V</b>	6	if not enough radios for entire crew, radios will be spread out along fireline to facilitate communication
<b>V</b>	1	
<b>V</b>	5 gallon	
<b>V</b>	4	should have 1 pair in each vehicle/UTV
1	2	place on Coyle Road N and S of unit
<b>V</b>	2	have in case issue arises that we need to control traffic on Coyle Road
	Na y	
	V V V V V V V V V V V V V V V V V V V	
H-		
	✓ ✓ ✓ ✓ ✓	√       1         √       1         √       1         √       2         √       2 gallon         √       2 gallon         √       1 gallon         √       1         √       6         √       1         √       5 gallon         √       4         √       2

Equipment	Desired on burn	Number Available at Burn	Comments/Other Considerations
Drip Torch/Ignition Device			
Matches\Lighter			
Shovel			
Rake			
Backpack pump			
Flapper/Swatter			
Chainsaw			
Leaf Blower			
Pumper Units/Sprayers			
ATV Sprayers			
ATV/4-Wheelers			
Utility Vehicle (UTV)			
Torch Fuel			
Pump Fuel			
2-Cycle Fuel			
Weather Instrument/Kit			
Two-Way Radios			
Cell Phone			
Drinking water			
Fence Pliers/Bolt Cutters			
Road Signs			
Stop/Go Signs			
NOAA Radio			

NREM-2893-6 NREM-2893-15

Pre-Burn Chec	klist				
	Present in burn unit	If	Present Action Neede	d / Recommended	Accomplished
Brush Piles					
Pens/Barns					
Oil/Gas/Pipelines/ Utility Structures					
Fences					
Homes/Cabins					
Windmills/Watering Facilities					
Feeding Facilities/Hay Storage					
Equipment/Vehicles					
Wildlife Habitat Areas					
		l			-
<b>Observed Wea</b>	ther	For Pre &	Post-Burn Weather Mo	nitor Available Weathei	r Sources
Burn Site Observed We	ather Cond	litions			
Observation Time					
Temperature					
Relative Humidity					
Wind Direction					
Wind Speed					
ATTACH COPY OF	OK-FIRE	PRESCR	IPTION PLANNER	AND OR WEATHER	FORECAST

Crew Members			
Crew Members Present			
T Billiall			
South			
D Scysta			
K. Stevens			
J. Weir			
D. Elmore			
M. Porter			
6 STABSOURY			
A Gourlex			
*			
Ignition Plan		AHA	charet R &C
Draw and write ignition p	lan and add as attac	chment to fire plan	13/0
Go-No Go Check Li	St If answer to any is	NO, do not burn until corrected	
Firebreaks prepared	Yes No	Adequate crew available	Yes No
Neighbors contacted	Yes No	Smoke management goals within prescription	Yes No
Fire departments contacted	Yes No	Crew briefed on plan and safety hazards	Yes No
Weather conditions within prescription	Yes No	Can burn objectives be met	Yes No
Equipment ready	Yes No	All hazards in unit identified	Yes No
<b>Escaped Fire Plan</b>			al the fire
2. Use standard fire suppr	ession methods to conf		
		s other tactics will be used (i.e. bad al fire boss or designated person v	
			V
This Prescribed Burn plan was	prepared by:		
Name: Name:		Date: 15	Dec 2013
V.			

NREM-2893-14 NREM-2893-7

The prescribed burn described below is to be conducted according to the information provided here and the Oklahoma forestry code (title 2, sections 16-28 and 16-28.2 of the state statutes). File the original copy of the notification plan with the local rural fire department, and keep a copy for your records. Inside the designated forest protection area in eastern Oklahoma (refer to list of forestry offices), also provide a copy to the forestry division representative.

## **Prescribed Burning Notification Plan**

Name: OSU Research Range

Telephone: 405.744.5442

Address: 4922 S Coyle Road

County: Payne

City, State, Zip Code: Stillwater

74074

Ranch Name (if any):

Description of area to be burned: SW/4 17

18N

1E

Approximate acres to be burned: 160

Written description of location: 8 miles W of Stillwater on Hwy 51 to Coyle Rd, then 4.5 miles

south, turn east into unit

Projected time frame:

10 Jan-15 May 2014

Date of previous burn: March 2012

Objectives to be accomplished through the prescribed burn:

Control eastern redcedar, improve livestock forage quality, improve wildlife habitat

Contact information:

Rural Fire Department Name

Location

Phone No.

Stillwater FD

372.0497

Coyle VFD

466.3741

Forestry Division Office (for protection areas):

Adjoining landowners:

555.5555

F. Jones

J. Smith

777.7777

P. Pete

888.888

	Conditions	Conditions	Conditions (day of burn)	_
	Attach Smoke Scree	ning map or Smoke Dispers	ion Forecast to plan as needed	
				_
NREM-2893-8			NREM-2893-13	

**Pre-Burn Preparations** 

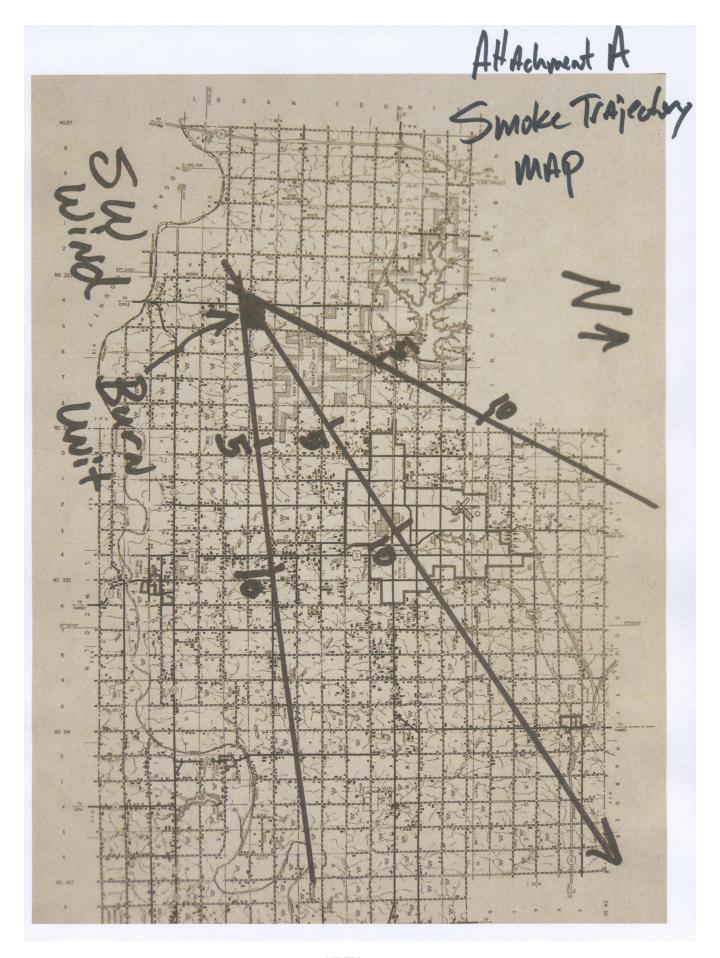
(Grazing management, fireguard preparation, burning of bush piles; etc.)					
Firehreak Types and	Location Around Burn Un	nit			
Thebleak Types and	Location Around Burn Or				
<b>Fuel Condition</b>	ns				
1 doi Conditio		Desired		Actual (day of	hurn)
Fine Fuel Amount	Light	Moderate	Heavy Ligh		
Fuel Continuity	Good	Fair	Poor Goo		
i dei Continuity	G000		J1 001	uraii	Poor
D " 134					
Prescribed W	leather Conditio	ns			
Prescription	Desired Ra	nge	Maximum Range		
Temperature (F)					
Relative Humidity (%	1				
Wind Direction	,				
Wind Speed (mph)					
O		4			
Smoke Manag	gement Conside	erations			
				1	
Sensitive A	reas Identified	Direction from Burn Area		Distance to Area	
Other Smoke Management Considerations					
and and manage					
Category Day	Preferred Category Day		Actual Cate (day of bur		
Dispersion	Preferred Dispersion	Actual Dispersion			
Conditions	Conditions	Conditions (day of burn)			
Attach Smoke Screening Map or Smoke Dispersion Forecast to plan as needed					
	•				

- Describe management needed prior to burn in order to successfully accomplish burn and meet objectives.

# PRESCRIBED BURNING PLAN

Information					
Landowner/Lessee In	formation				
Name:	Name:		Phone:		
Address:	dress: C		County:	county:	
City:	City:		ate:	Zip:	
Description of Area to	be Burned				
Pasture Name/Numbe	er:				
Vegetation Present:				Acres:	
Legal Description:	Section:	Township:		Range:	
Directions from neare	est town:				
Range of Projected Burn Dates:		Actual Burn Date:			
Objectives to be Acco	omplished				

Notification					
When burning within Forest Protection Areas, Contact Oklahoma Dept. of Ag. Forestry Services:		Location		Phone Number	
Fire Departments	Pho	one Number	Date, Time and Person Notified		
Adjoining Landowners	Phone Number		Date, Time and Person Notified		
Others, as Needed (Sheriff, OHP, DEQ, Utility Companies, Oil and Gas Leases)	Pho	one Number	Date	, Time and Person Notified	



NREM-2893-12 NREM-2893-9

## **Attachment B**

With a southwest wind ignition will start in the northeast corner at point A (see attachment C). Crew will be divided into two groups, crew 1 (east) and crew 2 (west). Equipment will be divided between both groups with 1 UTV and the 200 gallon pumper going with Crew 1 since that firebreak is rough and harder to traverse. The 300 gallon pumper and other UTV will go along the north line. Ignition will consist of strip heaffires using a minimum of 2 torches starting at Point A with Crew 1 going south along the east line stopping at Point B and Crew 2 going west along the north line stopping at Point C. A blackened area of 300 ft wide minimum will need to be established before either Crew can proceed. The UTV's will patrol their respective lines, while the pumpers will be positioned in problem areas and moved as needed. Once adequate black is established one torch from each crew will begin igniting the headfire and meet at Point D. While the headfire is being ignited equipment and crew will continue to monitor the east and north lines. Equipment will be moved to the west and south lines as needed. Crew 2 should take extra caution along the west side due to traffic on Coyle Road.



NREM-2893-10 NREM-2893-11