

# Preparing for an imminent wildfire



Wildfires can cause immediate injury, loss of life, damage to infrastructure, power outages, poor air quality, limitations to water and gas supplies, and disruption to transport and telecommunication services. Businesses in known wildfire-prone areas should be prepared to take quick and careful action to safeguard their people and properties through robust emergency response, evacuation, and business continuity plans and strategies.

The following checklist provides guidance on actions organizations can consider taking when facing an imminent wildfire. Please note that the following checklist is not all-inclusive and that following this checklist does not guarantee any result, including the outcome of any potential incident or claim.

Task	Not started	In progress	Complete
<b>Monitor and activate</b>			
Follow official communications from local authorities, fire departments, and emergency management agencies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Activate your organization's emergency response plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notify all employees about the wildfire threat and provide clear instructions on evacuation procedures, safety measures, and any changes to work schedules or locations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Confirm effective communication channels to keep employees informed throughout the situation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Encourage employees to follow safety guidelines issued by local authorities, such as wearing protective masks in smoky conditions and avoiding outdoor activities during poor air quality.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identify locations that might be exposed to direct or indirect wildfire damage — including customers' and suppliers' locations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contact local government agencies and emergency services to ensure coordination of response procedures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assemble supplies for the emergency response team, including necessities to mitigate smoke risk.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Not started	In progress	Complete
Identify sources of restoration equipment, supplies, and contractor services from firms located outside the immediate area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Obtain estimates on how long the impacts of the wildfire may last.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inform tenants of potential evacuation and provide regular updates.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Initiate safety and security procedures</b>			
Check that existing wildfire measures are in place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secure the premises by closing windows and doors, shutting off utilities if necessary, and removing any flammable materials from the immediate vicinity of the building.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Store or relocate valuable equipment, machinery, and inventory.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Start installing any temporary wildfire protection materials.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evacuate and relocate tenants if required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Protect and mitigate</b>			
Confirm the effectiveness of your “defensible space” — an area around your property that is clear of any combustible objects, including dry brush, grass, and fuels.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adjust your response strategies across the organization until authorities say it is safe to return.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Meeting your wildfire preparation and response needs

For more help with wildfire planning, response, and recovery issues, engage your Marsh Client Executive, who will connect you to the appropriate consulting and claims resources. You can also visit the [Wildfire Resource Center](#) for additional information.

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