

Bushfire Management Plan

SAMPLE

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Purpose and Scope

This Bushfire Management Plan (BMP) sets out how [Company Name] will prevent, prepare for, respond to and recover from bushfire events that may impact workers, contractors, visitors, and the surrounding community. It forms part of [Company Name]'s overall work health and safety (WHS) management system and is to be read in conjunction with relevant emergency management, risk management, and business continuity procedures.

This plan applies to all [Company Name] operations, including:

- Farming and agriculture activities (e.g. broadacre cropping, grazing, orchards, viticulture, intensive animal production, machinery sheds, hay storage, fuel storage areas).
- Hospitality and events operations (e.g. regional hotels, resorts, function centres, outdoor events, festivals, wedding venues, camping and glamping sites).
- Mining and resources operations (e.g. open-cut mines, underground portals, processing plants, accommodation villages, workshops, remote exploration camps).

The plan covers all persons at the workplace including employees, labour hire workers, contractors, volunteers, visitors, event patrons, and any other persons who may reasonably be affected by bushfire-related hazards arising from [Company Name]'s undertakings.

Objectives

The objectives of this Bushfire Management Plan are to:

- Identify bushfire hazards and associated WHS risks specific to [Company Name]'s operations and locations.
- Implement effective controls to eliminate or minimise bushfire risks so far as is reasonably practicable.
- Provide clear procedures for early warning, decision-making, evacuation or shelter-in-place, firefighting (where safe and within capability), and communication.
- Define roles, responsibilities, and authority for bushfire preparedness and emergency response.
- Ensure workers and other persons are trained, informed and competent to respond safely to bushfire threats.
- Protect critical infrastructure, plant, equipment and livestock (where applicable) without compromising life safety.
- Support legal compliance with WHS legislation, fire and emergency services requirements, planning and environmental laws, and relevant Australian Standards.

Legislative and Other Requirements

[Company Name] will manage bushfire risks in accordance with applicable legislation, codes of practice, and guidance materials, including (as relevant to the jurisdiction):

- Work Health and Safety Act and Regulations (Commonwealth/state/territory specific).
- State and territory fire and emergency services legislation and regulations.
- Planning and building legislation, including bushfire-prone area requirements and building standards.
- Electrical safety legislation relating to overhead lines and portable generators.
- Dangerous goods and hazardous chemicals legislation (e.g. fuel, LPG, explosives at mine sites).
- Environmental and land management legislation regarding vegetation clearing and firebreaks.
- Relevant Australian Standards and industry guidelines (e.g. bushfire protection, emergency lighting, fire detection and alarm systems).

[Company Name] will monitor changes in legislation and guidance and update this plan as required.

Roles, Responsibilities and Consultation

Officers and Senior Management

Officers (such as directors and senior executives) must exercise due diligence to ensure [Company Name] meets its WHS duties in relation to bushfire risk. This includes:

- Ensuring adequate resources and processes are in place to implement and maintain this Bushfire Management Plan.
- Verifying that bushfire risk assessments, controls, and emergency arrangements are in place and effective.
- Ensuring that significant bushfire risks are included in corporate risk registers and reviewed regularly.

Managers and Supervisors

Managers and supervisors are responsible for implementing this plan within their areas of control, including:

- Identifying bushfire hazards associated with specific worksites (e.g. farms, event venues, mine sites, camps).
- Ensuring local bushfire risk assessments, maps, and emergency procedures are current and accessible.
- Making pre-emptive decisions about ceasing work, postponing events, or evacuating sites when bushfire risk escalates.

- Ensuring workers, contractors and volunteers are trained in bushfire procedures and participate in drills.
- Verifying maintenance of fire protection systems, firefighting equipment, firebreaks, and access tracks.

Workers, Contractors and Volunteers

All workers, contractors and volunteers must:

- Take reasonable care for their own health and safety and that of others who may be affected by their acts or omissions.
- Follow bushfire procedures, instructions, and control measures described in this plan.
- Immediately report any bushfire hazards, smoke sightings, or fire weather concerns to their supervisor.
- Participate in bushfire training and emergency drills.
- Not undertake firefighting activities beyond their training, competence, and available equipment.

Health and Safety Representatives (HSRs) and Committees

Where HSRs or WHS committees exist, they will:

- Be consulted on bushfire risk assessments, control measures, and emergency procedures.
- Represent workers and discuss issues with management about bushfire safety concerns.
- Assist in reviewing bushfire incidents, near misses, and drills to identify improvement opportunities.

Consultation and Communication

[Company Name] will consult with workers and, where relevant, contractors and event organisers when:

- Identifying bushfire hazards and assessing associated risks.
- Developing or reviewing bushfire control measures and emergency procedures.
- Planning significant changes to operations during bushfire season (e.g. new event layouts, new paddocks or pits, new accommodation camps).

Consultation methods may include toolbox talks, pre-season briefings, safety meetings, and distribution of written procedures.