



## PROCEDURES FOR CONDUCTING WILDLAND VEGETATION MANAGEMENT FIRES (PRESCRIBED BURNING) IN THE BAY AREA (Revised June 11, 2021)

In order to conduct a prescribed burn in the Bay Area Air Quality Management District (BAAQMD), please follow the procedures and guidance below. More information regarding prescribed burning can be found on the BAAQMD website: <https://www.baaqmd.gov/permits/open-burn> or by calling the Open Burn Line at (415) 749-4600.

**Prescribed Burning Requirements:** The following items (#1 - 4) are **REQUIRED** to perform a prescribed burn in the Bay Area:

1. An electronic smoke management plan (SMP) must be submitted to BAAQMD through the Prescribed Fire Information Reporting System (PFIRS, <https://ssl.arb.ca.gov/pfirs>) **at least 30 days prior to burning**. The SMP must be approved by BAAQMD prior to burning. After the SMP is approved, the land manager will be notified via email and an approval letter will be uploaded to PFIRS. See the PFIRS User's Guide for more information on using this system at [https://www.baaqmd.gov/~media/files/compliance-and-enforcement/open-burning/baaqmd\\_pfirs\\_userguide-pdf.pdf?la=en](https://www.baaqmd.gov/~media/files/compliance-and-enforcement/open-burning/baaqmd_pfirs_userguide-pdf.pdf?la=en). *During the interim period (through December 31, 2021), BAAQMD will accept hard copy (Form Rx-1) SMP submittals on a case-by-case basis. Please contact BAAQMD staff at (415) 749-4600 for additional information.*
2. **Day prior to the burn: "Ignition Authorization Request" must be submitted any time prior to 9:00 AM via the PFIRS** to request a 24-hour burn day decision, acreage/pile allocation, and a confidence level (high, medium, low) that the weather will be favorable on the burn day. *Multiple requests can be submitted days in advance using PFIRS and will receive a 24-hour burn day decision the day prior to the burn for each request. "Ignition Authorization Requests" received after 9:00 a.m. will not receive an acreage/pile allocation on the day of the burn. Long-range forecasts for project planning are also available upon request. See "Burn Day Forecasting Services" below for more information.*
3. **Day of the burn:** Check your email after 8:00 a.m. for the final acreage/pile allocation from the [pfirs@arb.ca.gov](mailto:pfirs@arb.ca.gov) email account. You can also check the status of submitted ignition requests by logging into your PFIRS account. **Burning is not allowed until you receive an allocation.** Email [forecast@baaqmd.gov](mailto:forecast@baaqmd.gov) if you do not receive an authorization email or are not able to retrieve the status of the ignition requests on your PFIRS account by 8:30 a.m.
4. **Day after the burn:** Burner must report the total amount of vegetation burned (acres/piles) and the status of the project or burn unit on PFIRS no later than **12:00 p.m.** the day after the burn. Refer to PFIRS User's Guide for details.

### Burn Day Forecasting Services

To obtain a long-range forecast for tentative scheduling on a permissive burn day, contact the BAAQMD Meteorology Section by calling (415) 749-4915. Forecasting services are available up to 96 hours (4 days) before a prospective burn day. Please leave a message with your name, phone number, and the burn project name. For calls received prior to 9:00 a.m., Meteorology staff will get back to you with the requested information by 1:00 p.m. on the same day. Calls received after 9:00 a.m. will receive a call back on the following day.

**Long-range forecasting services are available every day of the year.** Forecasts are available to prescribed burners to assist with burn scheduling. However, they **do not** satisfy the "Ignition Authorization Request" requirement (Item #2 above). **An "Ignition Authorization Request" must be made by 9:00 a.m. the day prior to the burn through PFIRS.**