

# North County Regional *Fire Training Center*

## Policy and Procedures Manual



PROCEDURE: Live Structural Fire Training Evolutions

EFFECTIVE DATE: June 14, 2023

AUTHORIZED BY: John C Cermak, Fire Chief

# North County Regional Fire Training Center

## Live Structural Fire Training Evolutions

### Policy and Procedures

*The Board of Fire Commissioners of the NCRFA is pleased to provide this Manual, which governs use of its Training Facilities. All individuals and entities using the NCRFTC Training Facilities are expected to read, understand and comply with the rules, policies and procedures contained in this Manual. The NCRFTC Training Facilities are provided in "as is, where is" condition without any express or implied representations, warranties or guarantees of any kind whatsoever. All individuals and entities using the NCRFTC Training Facilities are solely responsible for, and assume, any and all risks associated with entering or using any portion of the Training Facilities and/or conducting training/education, participating in fire academies or special events, or engaging in other activities of any nature whatsoever on or in any portion of the Training Facilities.*

- I. **Purpose:** The purpose of this policy and procedure is to establish requirements to help ensure training in live-fire structures during NCRFTC classes are conducted in a manner such that the exposure to health and safety hazards to all participants is minimized.
  
- II. **Policy:** Providing an environment that helps reduce the exposure to health and safety hazards during live structural fire training evolutions is a very high priority at the North County Regional Fire Training Center. This is accomplished by establishing appropriate safety practices, providing safe facilities/equipment, and utilizing adequately prepared students that are supervised by instructors who are knowledgeable, experienced, and dedicated. It shall be the responsibility of all personnel assigned a role in live structural fire training to adhere to this policy and procedures.

**NOTICE OF DANGEROUS ACTIVITY – ANNUAL RELEASE**

**(Member Agency)**

The North County Regional Fire Training Center ("**NCRFTC**") is a non-profit corporation established for the purpose of maintaining a training facility located at 2930 300<sup>th</sup> St NW, Stanwood WA 98292, and training classrooms located (collectively, the "**Facilities**"), and assisting member agencies in scheduling use of the Facilities.

**NOTICE**

**NCRFTC PROVIDES THE FACILITIES IN "AS IS, WHERE IS" CONDITION WITHOUT ANY REPRESENTATIONS, WARRANTIES, OR GUARANTEES OF ANY KIND WHATSOEVER, EXPRESS OR IMPLIED, CONCERNING THE FACILITIES, INDIVIDUALLY OR COLLECTIVELY, INCLUDING BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OF FITNESS FOR ANY CONDITION, OPERATION OR PURPOSE, OR THE SAFETY OF THE FACILITIES OR ANY PARTS THEREOF. THE UNDERSIGNED MEMBER AGENCY EXPRESSLY UNDERSTANDS AND AGREES THAT THE FACILITIES ARE INTENDED TO BE USED FOR FIRE AND OTHER EMERGENCY SERVICES TRAINING AND OTHER ACTIVITIES THAT ARE INHERENTLY DANGEROUS AND THAT MAY RESULT IN SEVERE PERMANENT INJURY ,OR DEATH TO THE MEMBER AGENCY'S PERSONNEL USING THE FACILITIES OR ANY PARTS THEREOF.**

**ASSUMPTION OF RISK:** The undersigned member agency, having read and thoroughly understood the above NOTICE, expressly agrees NCRFTC provides the Facilities in "as is, where is" condition without any express or implied representations, warranties, or guarantees of any kind whatsoever, and that the undersigned member agency is solely responsible for, and hereby assumes, any and all risks associated with the member agency and its personnel entering or using any portion of the Facilities and/or conducting training/education, participating in fire academies or special events, or engaging in other activities of any nature whatsoever on or in any portion of the Facilities.

**RELEASE OF LIABILITY:** In consideration for being permitted to enter and use the Facilities, the undersigned member agency hereby releases, waives, and discharges NCRFTC, and its current and former directors, officers, agents, and representatives, from any and all liability, causes of action under any theory of law or equity, claims and demands, damages, costs, expenses and compensation arising from or relating to any injury or damages to person or property incurred by the undersigned member agency, its personnel or any third party as a result of the member agency or its personnel entering or using any portion of the Facilities and/or conducting training/education, participating in fire academies or special events, or engaging in other activities of any nature whatsoever on or in any portion of the Facilities.

**INDEMNIFICATION:** In consideration for being permitted to enter and use the Facilities, the undersigned member agency hereby agrees, to the extent permitted by law, to indemnify, defend and hold harmless NCRFTC, and its current and former directors, officers, agents, and representatives (collectively, "**Indemnities**") from and against any loss, liability, damage, claim, cost or expense of any kind or nature whatsoever, which one or more of the Indemnities may incur due to the member agency or its personnel entering or using any portion of the Facilities and/or conducting training/education, participating in fire academies or special events, or engaging in other activities of any nature whatsoever on or in any portion of the Facilities. The

Indemnities shall have the sole right to select legal counsel to defend them in connection with any claim, lawsuit, or proceeding coming within the scope of this indemnification provision, notwithstanding the undersigned member agency's obligation to pay the fees, costs, and expenses incurred by such legal counsel.

**NO WAIVER OF IMMUNITY:** Nothing in this document is intended, and shall not be construed, as a waiver of the limitations on damages or any of the privileges, immunities, or defenses provided to, or enjoyed by NCRFTC and the undersigned member agency, and their directors, officers, employees, volunteers, and representative.

**ADDITIONAL TERMS:** If any provision in this document is held invalid or unenforceable, all other provisions shall continue in full force and effect. This document is not intended to, and shall not, confer rights on any person or entity other than NCRFTC and the member agency. In any dispute arising from or relating to this document, the prevailing party shall be awarded its reasonable attorneys' fees, costs, and expenses, including any attorneys' fees, costs, and expenses incurred in collecting upon any judgment, order, or award.

### III. RECEIPT ACKNOWLEDGEMENT

I, the undersigned, hereby acknowledge and state that I have been provided with a copy of, and have read and understand, the May 3, 2023, Operations Manual ("Manual") for the North County Regional Fire Training Centers ("NCRFTC"). I understand that the Manual, and any subsequent amendments, supersede all prior rules, policies, and procedures of the NCRFTC dealing with similar subject matter. I understand that the NCRFA Board of Fire Commissioners has the right to change the rules, policies, and procedures of the NCRFTC, including those contained in the Manual, at any time without prior notice in its sole discretion.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Agency Name: \_\_\_\_\_

**North County Regional Fire Authority Training Center  
Rental Agreement**

**Date:** \_\_\_\_\_

**Person(s) or Name of Organization:** \_\_\_\_\_

**(Lessee) Contact Person:** \_\_\_\_\_ **Address** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Rental Date:** \_\_\_\_\_ **Set-Up Date:** \_\_\_\_\_ **Rental Time In:** \_\_\_\_\_ **Rental Time Out:** \_\_\_\_\_

**Type of Event to be held:** \_\_\_\_\_

The Lessee(s) shall pay to the NCRFA the sum of \$\_\_\_\_\_.00 being hereinafter referred to as the "Deposit Amount." In the event that the reservation is canceled by the Lessee without sixty (60) days prior written notice or in the event that the tasks set forth below are not performed by the Lessee, the Deposit Amount shall be retained by the NCRFA as liquidated damages.

In addition to the Deposit Amount, a valid certificate of insurance indicating in-force liability insurance shall be provided to the NCRFA at least ten (10) days prior to the event. \$2,000,000.00

**Received Date** \_\_\_\_\_ **Copy Attached**

The total sum for the aforementioned event will be \$\_\_\_\_\_.00 to be paid in full by \_\_\_\_\_(date).

All rental payments will be made in full and in advance of the event with keys not being assigned until that time. Applicable deposits will be returned only if the following conditions are satisfied:

- Floors Swept
- Spills wiped up.
- Lights off.
- No Property Damage
- Garbage bags placed in the dumpster.
- Table tops washed.
- Doors locked.
- Furniture repositioned.
- Heat/air conditioning thermostat set per instructions.
- Key returned to the proper person.

Once the event is held and all duties of the lessee under this agreement have been, in the opinion of the NCRFA, properly executed, the Deposit Amount will be applied to any outstanding portion of the rental sum OR returned as overpayment within 15 days by the NCRFA. The following persons should be contacted if problems arise during the event:

**Event Restrictions:**

- No illegal activities or drugs.
- No firearms
- No taping, nailing or thumbtacking anything to any wall, door, or ceiling.

- The premises leased and related services are described and limited as follows: \_\_\_\_\_
- The premises shall be used for the type of event described above and for no other purposes.

The Lessee shall be responsible for all persons who attend the function and shall ensure that all persons act in an orderly, responsible, and safe manner. The NCRFA retains the right to terminate the event or expel any persons or persons who are deemed to be unruly, unsafe, illegally or acting with dangerous behavior or who are in violation of any other clause of the contract. The lessees shall also be responsible for any damage to the leased premises during the subject rental, regardless of cause, and shall promptly reimburse the NCRFA in full for such damages.

In consideration of the leasing of the premises of the North County Regional Fire Authority (otherwise referred to as the NCRFA) to the undersigned, the undersigned hereby release the NCRFA its officers, directors, members, and employees (collectively the "NCRFA Parties") from any and all suits, actions, compensation, consequential and punitive damages, any and all property damage, person injuries, illnesses, death resulting from any occurrence or accident that may occur as a result of or arise out of leasing or use of the described premises by the Lessee.

This rental agreement shall be governed by the laws of the state in which the premises are located. The parties agree that jurisdiction and venue shall lie exclusively in the appropriate trial court of the county in which the premises is located, or, if appropriate in the United States District Court for such county.

The undersigned hereby agrees to indemnify, defend and hold harmless The NCRFA Parties from any claims brought by any person or entity arising out of or related to this agreement.

In the event that any court of competent jurisdiction enters a final order determining that any provision of this rental agreement is unenforceable, all other provisions of this agreement shall survive and continue in full force and effect.

Name of Lessee (print): \_\_\_\_\_ Name of Lessee (sign): \_\_\_\_\_

NCRFA Representative (print): \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Additional Required Information**

**Total Number of Participants:** \_\_\_\_\_

**How many instructors is your group providing?** \_\_\_\_\_

**Will you need the training center to provide instructors? Yes    No    If so, how many?** \_\_\_\_\_

**Will you bring your own consumables or will you be using the ones provided?** \_\_\_\_\_

## IV. Definitions

- A. *Academy Agreement Designee* – The individual representing an agency that has signed an academy agreement with the North County Regional Fire Training Center.
- B. *Approved Burn Room* – A room within a live-fire training structure specifically designed with sprayed-on linings, high-temperature tiles, or other methods to withstand a training fire.
- C. *Approved Evolution* – An approved evolution or skill identified within the NCRFTC curriculum designed to be conducted in a live structural fire training environment; or has been approved by the North County Regional Fire Authority. To receive approval, an evolution must be “educationally sound,” meaning it has a well-defined student performance objective that relates to a job performance objective.
- D. *Gas-fueled Training System Specialist* – An individual, authorized by the authority having jurisdiction, who is qualified to operate the gas-fueled training system.
- E. *Ignition Officer* – An Instructor authorized to ignite training fires by the authority of the Lead Instructor and under the direct supervision of the Safety Officer. If necessary, an additional Instructor may be assigned to the Ignition Officer to help procure and maintain adequate fuel for use in an approved burn room.
- F. *Instructor* – An individual currently certified by the NCRFA, who has successfully completed NCRFTC’s “Train the Trainer” class and is currently authorized by Draeger to provide instruction under the direction of the Lead Instructor.
- G. *Lead Instructor* – An Instructor authorized to supervise and be responsible for all activities associated with a given class.
- H. *Live-fire Training Structure* – A structure specifically constructed for conducting live-fire training evolutions on a repetitive basis.
- I. *Live Structural Fire Training Documentation Packet* – Documentation of the Live Structural Fire Training that includes the following forms: 1) Live Structure Fire Training Facility Inspection; 2) Pre-Burn Preparations Check-list; 3) Post-burn Activities Check-list; and 4) any injury documentation. A cover sheet for the packet is provided on the last page of this document.
- J. *Operations Area Perimeter* – An area surrounding the live structural fire training facility where active live structural fire training evolutions occur. This area should include a perimeter delineated by the curb structures near the live structural fire training facility but does not include the command vehicle and pumping fire apparatus used during the training. At NCRFTC facilities, this is defined by the area within the burn pad inside the curbs.
- K. *Safety Officer* – An Instructor who is designated by the authority having jurisdiction to function in this position.
- L. *Structural Firefighter Protective Ensemble* – Multiple elements of protective clothing meeting the design specifications of NFPA 1971 that, when properly donned and worn together, provide protection from many of the risks of emergency operations. These elements shall consist of the following:
  - 1). Structural firefighting helmet
  - 2). Structural firefighting hood
  - 3). Structural firefighting coat
  - 4). Structural firefighting trousers
  - 5). Structural firefighting gloves
  - 6). Structural firefighting footwear
- M. *Self-contained breathing apparatus (SCBA)* meeting the design specifications of NFPA 1981.



Sufficient air shall be provided to ensure the student is able to complete the evolution without the low air alarm activating.

N. Personal alert safety system (PASS) device meeting the design specifications of NFPA 1982.

O. *Students* – Individuals who have met the required prerequisites and are participating in live-fire training exercises for the purpose of receiving training.

V. **SCOPE:** This Manual establishes the rules, policies, and procedures for the use of the NCRFTC Training Facilities. "Training Facilities" means the training facility located at 2930 300<sup>th</sup> St NW, Stanwood WA 98292, or adjunct classrooms.

1.1. **PURPOSE:** This Manual governs all activities conducted at one or more of the Training Facilities. Live fire training evolutions conducted in accordance with this Manual shall be managed by means of a documented fire ground command system. The line of authority shall be made clear to all personnel involved in order that both the expected and unforeseen situations will be managed efficiently with the highest degree of safety possible.

1.2. **ANNUAL PROOF OF INSURANCE and LIABILITY RELEASE:** Annually each member agency must place on file with NCRFTC a copy of their workers' compensation insurance certificate and the *Notice of Inherently Dangerous Activity – Annual Release (Member Agency)* form included in Appendix A, signed by the Chief or Board President of each member agency utilizing the Training Facilities.

1.3. **NON-MEMBER / SPECIAL EVENT LIABILITY RELEASE:** Any activity occurring at any Training Facility that would not be covered by the *Notice of Inherently Dangerous Activity – Annual Release (Member Agency)* form shall complete a *Notice of Inherently Dangerous Activity – Release (Non-Member Agency/Special Events)* form included in Appendix E.

1.4. **GENERAL:** Training evolutions must be planned with great care and supervised closely by at least one instructional person that has completed the specific Draeger Train the Trainer course for this burn structure. If one is not available within the lessee's organization, one must be provided with the cost of said instructors being absorbed by the lessee. NCRFATC will provide a list of qualified instructors.

1.5. **SECURITY:** **The entrances of the facility have secured fences; however, a full perimeter fence is not present. The training props are secured with locks, and the classrooms/offices are secured with locks and alarms.** Each fixed Training Facility will be secured within a security fence and locked gate when not in use by authorized agencies. The gate combination will be issued with the agency's scheduling password and it is the exclusive responsibility of the scheduled agency to assure the security of the Training Facility.

2 **SCHEDULING PROCEDURES:** An online scheduler on the NCRFA website will be the primary method for reserving or using training facilities. Signing up to use a Training Facility on the NCRFA Website scheduler functions as a contract between the participating agency and the NCRFTC upon confirmation by NCRFA staff.

2-1.1 Agency members will be allowed to view the scheduler at any time.

2-1.2 All agencies must provide the NCRFTC with a copy of their Worker's Compensation or other worker's insurance statement before being allowed to use the Training Facilities.

2-1.3 Once proof of insurance is provided, an agency representative will be issued a username and password for reserving the Training Facilities, as well as the security gate lock code number. Participating agencies will be allowed to add reservations to the scheduler, but not modify or delete them.

2-1.4 Reservations for Training Facilities will be on a first-come, first-served basis.

2-1.5 A number of "super-users" will be designated and will have modify or delete rights to the scheduler, in those rare cases when a reservation needs to be changed or deleted. They

will be able to assist users in the training and use of the scheduler.

**3 DOCUMENTATION:** Any agency that fails to follow the procedures set forth in this Manual shall be placed under review by the NCRFA Administration for possible action.

- 3-1.1** Fill out all appropriate forms and file them in the “Completed Reports” boxes. In the North County Training Facility Administrative Office, blank forms are filed and can be provided as requested or online. All reports shall be presented to the NCRFTC Administration for review and approval.
- 3-1.2** The NCRFA Safety Committee will review each injury at their next regular meeting and comment in writing within five days of review of the documents.
- 3-1.3** Any action shall be reviewed or recommended by the NCRFA Administration.
- 3-1.4 FACILITY USE LOG** – Must be completed for any training that occurs at a Training Facility.
- 3-1.5 INJURY REPORT** – Must be completed for any injury that occurs at a Training Facility.
- 3-1.6 PRE-BURN CHECKLIST** – Must be completed for all Live Fire training evolutions.

## **4 BURN BUILDINGS**

**(Also Note Facility Descriptions in Appendices)**

### **4-1 TERMS AND CONDITIONS FOR LIVE FIRE**

- 4-1.1** Fires in the Burn Building shall be contained inside or on burn racks or burn barrels sitting on fire bricks, and there shall be sufficient spacing (12 inches) between walls and combustible materials.
- 4-1.2** Fires need not be fully extinguished upon completion of training evolutions and may be left to burn to ash with minimal visible flame for ease of cleanup.
- 4-1.3** Fires shall not exceed pallet limits in any part of the Burn Building. (See Burn Sequence Chart in [Appendix B-1](#)).
- 4-1.4** The local Communications Center shall be notified of the time and duration of live burns at the Training Facility site.
- 4-1.5** There shall be no burning in a Burn Building if the temperature is expected to be below 32 degrees F. within 24 hours.
- 4-1.6** No foam products shall be allowed or used at the NCRFTC.
- 4-1.7** In the NCRFTC, each burn room is subject to pallet loading—refer to the Appendices for that information.

### **4-2 STAFFING FOR LIVE FIRE**

- 4-2.1** Member agencies are responsible for the selection, training and actions of their Live Burn Instructor(s). It is strongly recommended that they have completed an NFPA 1403 orientation course.

**NOTE:** *All agencies are strongly encouraged to follow NFPA 1403 guidelines for Live Fire Training, however ultimately liability associated with live fire training exercises shall lie with the agency actually performing, or ultimately responsible, the live fire training.*

- 4-2.3** NCRFA reserves the right to require a NCRFA representative to accompany the facility during live burns, at the cost of the attending/contracting agency.

### **4-3 PREPARATION OF BURN BUILDING**

- 4-3.1** All doors, windows, mechanical equipment, and lighting for live fire training evolutions shall be checked and operated, where appropriate, prior to any live fire

training evolution to ensure correct operation. In order to secure optimum participant safety from unforeseen hazards, a careful examination of the burn building shall be conducted to determine that the following items are addressed:

**4-3.1.1** Floors and stairs shall be free of tools and debris to ensure safety.

**4-3.1.2** Safety grills or covers shall be in place.

**4-3.1.3** Hatch covers on pitched roofs shall be in place.

**4-3.1.4** Debris creating or contributing to unsafe conditions shall be removed.

**4-3.1.5** Burning shall be confined to designated areas and fire load limits.

**4-3.2** All rooms with ash or debris left over from the previous burn must be cleaned prior to ignition, by removing all ash or debris and placing it in the dumpster/scrap area.

**4-3.3** All participants must wear appropriate PPE for overhaul/cleanup

#### **4-4 PRE-BURN BRIEFING SESSIONS**

**4-4.1** Prior to conducting live fire training evolutions, a pre-burn briefing shall be conducted for all participants. All evolutions to be conducted shall be discussed and assignments shall be made for all crews participating.

**4-4.2** Prior to conducting live fire training evolutions, all participants shall have knowledge and familiarity with the layout of the burn building in order to facilitate the necessary evacuation of the building.

#### **4-5 LIGHTING AND BURNING MATERIALS**

**4-5.1** All agency personnel must wear full protective gear when igniting or refueling the fire.

**4-5.2** Under no circumstances shall any flammable or combustible liquids be utilized as ignition sources, accelerants, or fuel in live fire training. The only fuels permitted in a burn building for live fire or smoke generating are CLASS A materials.

**4-5.3** Fires that block doors, windows, or exit paths are strictly prohibited.

**4-5.4** Refer to the Appendices for location-specific pallet loading limits.

#### **4-6 CONCLUSION OF TRAINING ACTIVITIES**

**4-6.1** Burn racks and barrels shall be allowed to burn out naturally, but only a minimal visible flame shall be left unattended.

**4-6.2** Scupper holes and drains shall be clear of all trash or debris.

**4-6.3** Before placing in the dumpster, any ash and/or trash must be fully extinguished and cooled; the dumpster must be returned to its designated location.

**4-6.4** All doors, windows, and roof hatches shall be secured at the end of each day with the provided locks/carabiners/bolts.

**4-6.5** All debris, trash, or objects that are not designated to be in such locations must be removed from around the burn building.

**4-6.6** A post-burn walk-through shall be conducted to ensure clean-up activities are completed and any damage that resulted from training must be documented.

## **5 FIRE TRAINING PROPS**

**(See FUTURE Propane Props in Appendices)**

**5-1 TERMS AND CONDITIONS FOR LIVE FIRE**

- 5-1.1** No FOAM will be allowed
- 5-1.2** Instructors conducting vehicle or pressure vessel fires must be orientated on Fire Training Props by a qualified NCRFTC instructor.
- 5-1.3** Instructors will ensure that all participants wear full PPE when using props.
- 5-1.4** Instructors will not use props when the temperature is 32 degrees or below.
- 5-1.5** Instructors will ensure that no exposures (autos, vans, portable appliances) are within 30 feet of the burn prop.
- 5-1.6** Prior to conducting vehicle or pressure vessel fires, a pre-burn briefing shall be held for all participants. All evolutions shall be discussed and assignments shall be made for all participating personnel.
- 5-1.7** Instructors will return Training Props to the storage area.

**VI. Responsibilities**

**1-1 Logistical Support Section:**

- 1-1.1** Maintain the Live Structural Fire Training Evolutions Policy and Procedures.
- 1-1.2** Maintain the “Train-the-Trainer” program.
- 1-1.3** Maintain supplies necessary to conduct evolutions:
  - 1-1.3.1** Rebar for window props
  - 1-1.3.2** OSB for sheeting roofs
  - 1-1.3.3** Lumber for joists, rafters, and props
  - 1-1.3.4** Spare pavers for burn room floors
  - 1-1.3.5** Drywall for props
- 1-1.4** Periodically review completed copies of the Live-fire Training Evolution Documentation Packet completed at NCRFTC facilities.
- 1-1.5** Conduct inspections of live-fire training structures per the Procedures section of this policy and take action to correct any deficiencies.
- 1-1.6** Review damage noted in NCRFTC-approved burn rooms to determine if live-fire training can continue in the room or if the damage is so extensive that training cannot continue until repairs are made.

**1-2 Regional Training Center/Office**

- 1-2.1** Ensure instructors are familiar with and comply with the requirements of this policy and procedures. Provide oversight as required.
- 1-2.2** Conduct inspections of live-fire training structures per the Procedures section of this policy and take action to correct any deficiencies.
- 1-2.3** Ensure adequate staffing, including the appointment of a Safety Officer.
- 1-2.4** Collect and review copies of the Live-fire Training Documentation Packet completed for NCRFTC facilities.
- 1-2.5** Periodically review completed copies of the Live-fire Training documentation at facilities that signed an academy agreement with the Institute.

**1-3 Academy Agreement Designee**

- 1-3.1** Ensure instructors are familiar with and comply with the requirements of this policy and procedures during NCRFTC classes. Provide oversight as required.
- 1-3.2** Conduct inspections of live-fire training structures per the Procedures section of this

policy and take action to correct any deficiencies.

- 1-3.3** Ensure adequate staffing, including the appointment of a Safety Officer.
- 1-3.4** Collect, review and make available copies of the Live-fire Training Documentation Packet to the Regional Training Center/Office.
- 1-3.5** Review damage noted in Academy-approved burn rooms to determine if live-fire training can continue in the room or if damage is so extensive that training cannot continue until repairs are made.

#### **1-4 Lead Instructor- TtT qualified**

- 1-4.1** Ensure full compliance with this policy and procedures.
- 1-4.2** Plan and coordinate all training activities and monitor them to ensure safe practices.
- 1-4.3** Ensure adequate staffing assignments are made for all live structural fire training evolutions.
- 1-4.4** Ensure no other responsibility is assigned to the Safety Officer that interferes with his/her safety responsibility.
- 1-4.5** Manage the rotation of instructors such that the number of consecutive interior evolutions performed is limited to help reduce heat stress. This is especially important for the Ignition Officer.
- 1-4.6** Oversee the completion of all pre-burn preparations as defined in **Appendix B**.
- 1-4.7** Oversee the completion of all post-burn activities as defined in **Appendix C**.
- 1-4.8** Oversee the completion of injury reports as may be required.
- 1-4.9** Submit the Live-fire Training Documentation Packet to the Regional Training Center/Office or Academy Agreement Designee upon completion of the training.

#### **1-5 Support Instructor**

- 1-5.1** Ensure full compliance with this policy and procedures.
- 1-5.2** Complete assignments as directed by the Lead Instructor.
- 1-5.3** Monitor and supervise all assigned students during live-fire training evolutions.
- 1-5.4** Act upon and report all unsafe acts or conditions.

#### **1-6 Ignition Officer**

- 1-6.1** Ensure full compliance with this policy and procedures.
- 1-6.2** Assemble the fuel load for the training fire.
- 1-6.3** Ensure a charged hose line is present when igniting the training fire and does not operate alone.
- 1-6.4** Ignite the training fire in the presence of and under the direct supervision of the Safety Officer.
- 1-6.5** In conjunction with the Safety Officer, monitor the level of heat and the need for additional fuel for subsequent evolutions.

#### **1-7 Safety Officer**

- 1-7.1** Ensures full compliance with this policy and procedures.
- 1-7.2** Provide for the safety of all persons including students, instructors, visitors, and spectators through the prevention of unsafe acts and the elimination of unsafe

conditions.

- 1-7.3** Intervene and control any aspect of an evolution when a potential or actual danger, accident or unsafe condition exists.
- 1-7.4** Maintain knowledge in the operation of safety features available within the live-fire training structure.
- 1-7.5** Request and assign additional safety personnel as deemed necessary and locate them strategically within the structure to react to any unplanned or threatening situation or condition.
- 1-7.6** Inspect all safety systems including housekeeping, attack and backup lines, fuel, accountability system, hydration, medical supplies, and Personal protective equipment, monitor safety systems in place during burn activities such as signs of stress, accountability system use, instructor-student ratio, burn duration, and others as defined on the Pre-burn Preparations Check List illustrated in **Appendix B**.
- 1-7.7** Monitor safety systems during the post-burn activities such as the safe filling of SCBA cylinders, rehabilitation, conduct an inspection of personal protective equipment and oversee the completion of any injury reports that may be necessary as defined on the Post-burn Activities Check List illustrated in **Appendix C**.
- 1-7.8** Insure Basic Life Support equipment is readily available with at least one Emergency Medical Technician, and have immediate access to the nearest Advance Life Support unit.
- 1-7.9** Have Heat/Humidity exposure chart with sling psychrometer (LNI) readily available.

## **1-8 Students**

- 1-8.1** Acquire Student Prerequisites – Prior to being permitted to participate in live- fire training evolutions, students shall meet the following job performance requirements for Firefighter I in NFPA 1001, Standard for Firefighter I Professional Qualifications:
  - 1-8.1.1** Safety
  - 1-8.1.2** Fire behavior
  - 1-8.1.3** Portable extinguishers
  - 1-8.1.4** Personal protective equipment
  - 1-8.1.5** Ladders
  - 1-8.1.6** Fire hose, appliances and streams
  - 1-8.1.7** Overhaul
  - 1-8.1.8** Water supply
  - 1-8.1.9** Ventilation
  - 1-8.1.10** Forcible entry
- 1-8.2** Properly utilize personal protective equipment per the Procedures section.
- 1-8.3** Follow the direction of the instructor and do not operate outside the scope of his/her instructions.
- 1-8.4** Report any perceived unsafe act or condition to your instructor. Report any injury to your instructor.

## **VII. Procedures**

- 1-1.1** Approved Evolutions – Only approved evolutions as defined by this Policy and Procedures are authorized for use in Live Structural Fire Training Evolutions.
- 1-1.2** Approved Burn Rooms – Only approved burn rooms as defined by this Policy and Procedures are authorized for use in Live Structural Fire Training Evolutions.
- 1-1.3** Live Structural Fire Training Facility Inspections – The visual inspection of live-fire

training facilities is an integral component of this policy and procedures to help ensure a safe structure is being utilized.

**1-1.4 Scope of inspection** – details are provided on the Live Structural Training Facility Inspection form utilized to document all damage is shown in **Appendix A**.

**1-1.4.1 General areas of inspection** include the following:

**1-1.4.2** Perimeter lighting

**1-1.4.3** Exterior (structure, stairs, railings, windows, doors)

**1-1.4.4** Interior (housekeeping, damage, functional windows, doors, shutters)

**1-1.4.5** Approved burn rooms (loose tile, crazing, cracking, delamination, metal mesh visible)

**1-1.5 Frequency:**

**1-1.5.1 Quarterly**

**1-1.5.1.1** Responsibility – Full-time training staff (NCRFTC staff for NCRFTC facilities and Academy staff for Academy facilities).

**1-1.5.1.2** Documentation – Completed copies of the quarterly inspection are to be maintained at the training facility.

**1-1.5.2 Annually**

**1-1.5.2.1** Responsibility – Manager of the Logistical Support Section (for NCRFTC Facilities) and Academy Agreement Designee (for Academy Facilities).

**1-1.5.2.2** Documentation – Completed copies of the annual inspection are to be maintained by the Manager of Logistical Support Section (for NCRFTC Facilities) and the Academy Agreement Designed (for Academy Facilities).

**1-1.6 Personal Protective Equipment**

**1-1.6.1** Protective equipment and clothing – Each student and instructor shall be equipped and utilize a structural firefighter protective ensemble.

**1-1.6.2** All students and instructors shall wear protective clothing and equipment according to the manufacturer’s instructions whenever they are inside of the operations area perimeter and involved in any evolution or fire suppression operation during the live-fire training evolution. When evolutions are not underway, the minimum level of personal protective equipment shall be helmet (with chin strap secured), gloves and boots.

**1-1.6.3** The structural firefighter protective ensemble shall be maintained in a manner that reduces safety risks and potential health risks associated with poorly maintained, contaminated or damaged ensemble elements.

**1-1.6.4** Other clothing – As identified by the dress requirements for the agency having jurisdiction. Highly recommend the use of TICs.

**1-1.6.5** All personnel shall breathe from an SCBA air supply whenever operating inside a live structural burn facility when:

**1-1.6.5.1** A training fire has been ignited; or

**1-1.6.5.2** The structure is not completely clear of visible smoke/contaminants.

**1-1.7 Order of Operations** – The order of operations is a description of the sequential processes utilized when conducting each live-fire training evolution. The specific steps are defined in checklists in **Appendix B** and **Appendix C**. A general description of these operations is outlined below:

- 1-1.7.1** Set up according to the site plan. The site plan details important physical components required for the training evolution. Examples of components include the location of the command post, staging, rapid intervention, rehabilitation, operations area, apparatus, water sources, hose lines, SCBA, fuel load, and other equipment.
- 1-1.7.2** Conduct a briefing of all instructors. It is important to brief instructors before the pre-burn briefing to address any overlooked or unclear issues. Examples of other issues discussed include a review of the student performance objectives, student/instructor ratios, instructor assignments, testing of radios, a review of emergency procedures, etc.
- 1-1.7.3** Conduct a pre-burn briefing and walk-through with students. Here, all facets of each evolution are discussed. During a walk-through, details of the evolutions are discussed; exits are pointed out as well as the operation of doors/windows, procedures during emergencies, and other important components.
- 1-1.7.4** Assignments are given and personnel report to their positions. Once all lines are flowed and pressure verified, the instructors and students are in place for a Go/Stop sequence.
- 1-1.7.5** The Go/Stop sequence is the last step prior to ignition. The Go/Stop sequence is a verbal confirmation that all participants and procedures are in place. The Lead Instructor announces by radio “All personnel stand by for a Go/Stop roll call.” All positions share the responsibility and can stop the Go/Stop sequence. The order should be as follows:
  - 1-1.7.5.1** Staging
  - 1-1.7.5.2** Rehab/Medical
  - 1-1.7.5.3** Engine/Water Supply
  - 1-1.7.5.4** Entry Crew
  - 1-1.7.5.5** RIC/Back-up
  - 1-1.7.5.6** Safety
- 1-1.7.6** Subsequent actions: Appendix D
  - 1-1.7.6.1** Once the Safety Officer gives the “Go” signal, Lead Instructor announces, “We have a ‘Go’ for ignition.”
  - 1-1.7.6.2** Once ignition has occurred, the Ignition Officer announces, “We have ignition.”
  - 1-1.7.6.3** Any time operations are shut down, a Go/Stop sequence should take place before continuing.

**1-1.8 Pre-burn Preparations**

- 1-1.8.1** Description – Pre-burn preparations encompass items that must be completed on the day of the class. It will include a more detailed listing of the items required during the Order of Operations explained above.
- 1-1.8.2** Responsibility – The Lead Instructor shall be responsible for completing the Pre-burn preparations.



**1-1.8.3** Preparations required – The specific preparations required are detailed on the Pre-Burn Preparation Check List as illustrated in **Appendix B**.

**1-1.8.4** Documentation – The completed Pre-burn Preparations Check List shall be considered part of the Live Structural Fire Training Evolution Documentation Packet.

**1-1.9 Fuel**

**1-1.9.1** Fuel type – Fuel materials are limited to pallets and/or excelsior and alternative fuels such as propane and natural gas when utilized with specially engineered fire training props intended for use in live structural fire training evolutions. Liquefied versions of propane and natural gas shall not be permitted inside the live-fire training structure. No other fuel materials are permitted.

**1-1.9.2** Fuel load The maximum fuel load shall be as follows:

**1-1.9.2.1** Five Sheets of 7/16" OSB. 5/8" is okay

**1-1.9.2.2** Partial Double over Barrel is okay

**1-1.9.2.3** Smoke Sensitive Area, ¼" Masonite

**1-1.9.2.4** Doubled on the Ceiling and Barrel Wall

**1-1.9.2.5** Normal Size Pallets Cut to Standard

**1-1.9.2.6** Assure Pallets not Contaminated

***Do Not Overload***

(a) Barrel Fuel Loading



(b) Burn Chamber Loading.





(c) Burn Chamber Setup



1-10 **Fuel storage** – Fuel for training fires shall be stored in a separate structure and must never be located in hallways, stairwells or exit ways within the live-fire training structure. The amount needed for a single 3-hour class session may be stored in an unused approved burn room within the live-fire training structure provided the door remains closed when not in use. In no case shall this amount exceed nine (5) pallets and three (4) sheet products.



**1-10.1 Fuel arrangement** – All fires must be arranged on a single burn rack located at least 12" from walls. When pallets and sheet products are authorized, they should be arranged on a burn barrel as illustrated in Figure 1. Sheet products should be arranged in a chain system on walls and ceiling.

- 1-10.2 Fuel location** –The position of the can shall be re-positioned at the end of the evolutions for the day to limit exposure to any one area.
- 1-10.3 Fuel documentation** – The amount of fuel utilized for each evolution shall be documented on the Pre-burn Check List as defined in **Appendix**
- 1-10.3.1 Burn duration/addition of fuel** – Efforts shall be taken to help ensure the quantity of heat experienced in each subsequent evolution is similar. For example, the addition of 3 pallets and ¼ bale of excelsior should not be added for every evolution due to the natural tendency for the burn room to increase in temperature with subsequent evolutions. It is likely that lesser amounts of fuel will be needed to maintain similar levels of heat experienced by students. It is imperative that the Ignition Officer and the Safety Officer monitor the burn duration and assess the need for additional fuel to help establish an effective training fire that does not present a safety concern for students or cause unnecessary harm to the structure.
  - 1-10.3.2 Ignition** – The decision to ignite a training fire shall be made by the Lead Instructor, in coordination with the Safety Officer, following the Go/Stop sequence. The fire shall be ignited by the Ignition Officer in the presence of and under the direct supervision of the Safety Officer. A charged hose line shall accompany the Ignition Officer when he/she is igniting any fire. The use of any accelerants is strictly prohibited. Gas-fueled training systems shall not be ignited manually (by flare or other similar devices). In addition, the Gas-fueled Training System Specialist (or trained instructor) shall visually confirm that the flame area is clear of personnel. TBD-future props.
  - 1-10.3.3 Termination of activities** – The training exercise shall be stopped when the Lead Instructor determines that the combustible nature of the environment represents a potential hazard. Everyone has the responsibility to report potential hazards to the Lead Instructor. Any exercise that is stopped because of an assessed hazard shall only continue when actions have been taken to eliminate the hazard and the Go/Stop sequence is completed from the beginning.
- 1-10.4 Incident Command**
- 1-10.4.1** The Incident Command System shall be utilized to organize and manage Live Structural Fire Training Evolutions.
  - 1-10.4.2** Radio designations shall be as follows:
    - 1-10.4.2.1** Lead Instructor = Command
    - 1-10.4.2.2** Safety Officer = Safety (if necessary to assign multiple safety officers, designate them per their responsibility, i.e. Interior Safety, Division 2 Safety, etc.)
    - 1-10.4.2.3** Back-up Line = Back-up
    - 1-10.4.2.4** RIT = Rapid Intervention
    - 1-10.4.2.5** Ignition Officer = Ignition
    - 1-10.4.2.6** Functions = Designated by the Lead Instructor (fire attack, Division 1, etc.)
- 1-10.5 Emergencies During Training**
- 1-10.5.1** Emergency evacuation

- 1-10.5.1.1** Purpose – The purpose of an emergency evacuation is to provide a mechanism to help effectively evacuate the live-fire training facility in case of an unforeseen emergency.
- 1-10.5.1.2** Procedure
  - 1-10.5.1.2.1** The Lead Instructor shall announce “Command to all personnel, *Evacuate, Evacuate, Evacuate; Repeat Evacuate, Evacuate, Evacuate.*”
  - 1-10.5.1.2.2** Upon receipt of this transmission, the apparatus shall immediately sound its air horns continuously for a period of thirty (30) seconds.
  - 1-10.5.1.2.3** Students and instructors shall be evacuated utilizing the nearest exit.
  - 1-10.5.1.2.4** Accountability of all students and instructors shall be established and reported to the Lead Instructor.
  - 1-10.5.1.2.5** Should all students or instructors fail to be accounted for, the RIC shall be activated under the direction of the Lead Instructor.

**1-11 Mayday**

- 1-11.1** Purpose – The purpose of a Mayday is to initiate actions to rescue one or more individuals in need of immediate assistance. A practice Mayday during a live-fire training evolution is not authorized. Instead, separate stand-alone drills are appropriate.
- 1-11.1.1** Procedure
  - 1-11.1.1.1** The instructor shall announce “Mayday, Mayday, Mayday.”
  - 1-11.1.1.2** The instructor shall provide details of the Mayday utilizing the acronym, LUNAR
    - 1-11.1.1.2.1.1** L: Location
    - 1-11.1.1.2.1.2** U: Unit (crew)
    - 1-11.1.1.2.1.3** N: Name (if available)
    - 1-11.1.1.2.1.4** A: Assignment (Attack, etc.)
    - 1-11.1.1.2.1.5** R: Resources needed
  - 1-11.1.1.2.2** Lead Instructor will acknowledge and activate the RIC/Back-up crews as warranted.
  - 1-11.1.1.2.3** Students will be evacuated, utilizing the nearest exit.
  - 1-11.1.1.2.4** Fires will be extinguished.
  - 1-11.1.1.2.5** Search will be conducted to ensure all students have exited.
  - 1-11.1.1.2.6** Accountability of all students and instructors will be established and reported to the Lead Instructor.

**1-12 Post-burn Activities**

- 1-12.1** Description – Post-burn activities encompass items that are done after the completion of all training evolutions for the day. They are intended to help ensure live-fire training structures are left in a safe condition upon completion of live-fire training evolutions.
- 1-12.2** Responsibility – The Lead Instructor shall be responsible for overseeing

these activities. Post-burn activities required – The general activities entail refilling SCBA cylinders, cleaning other equipment and restoring the approved burn room. The specific activities required are detailed on the Post-burn Activities Form illustrated in **Appendix C**.

**1-12.3** Documentation – The completed Post-burn Activities Form shall be considered part of the Live Structural Fire Training Evolution Documentation Packet.

**1-12.4** Reports and Records – The following records and reports shall be maintained for all live-fire training evolutions. Individuals responsible for the completion of these forms are defined in Section IV. **Responsibilities:**

**1-12.4.1** Live Structural Fire Training Facility Inspection

**1-12.4.2** Pre-burn Activities Check List

**1-12.4.3** Post-burn Activities Check List

**1-12.4.4** Injury forms

#### PROPS

- 1) Standpipes (should be bled before freezing system)- each floor stair case has a 2 ½ with shut off; Siamese inlet



- 2) Cleveland Prop- Basement Extrication



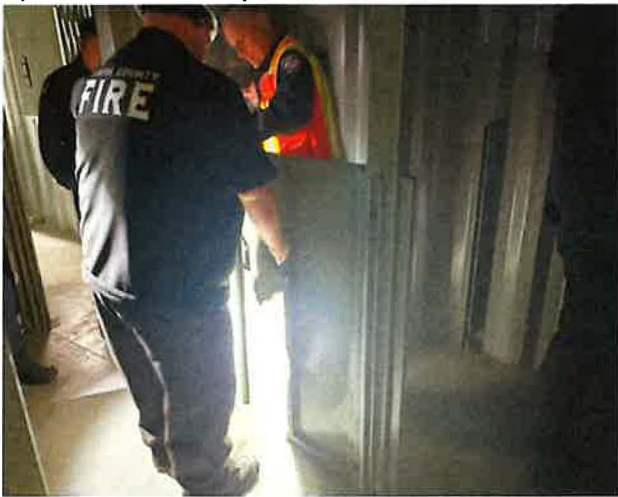
3) Forcible Entry Props 2x2 lumber pry and rebar replaceable cut



4) Breach Wall Props



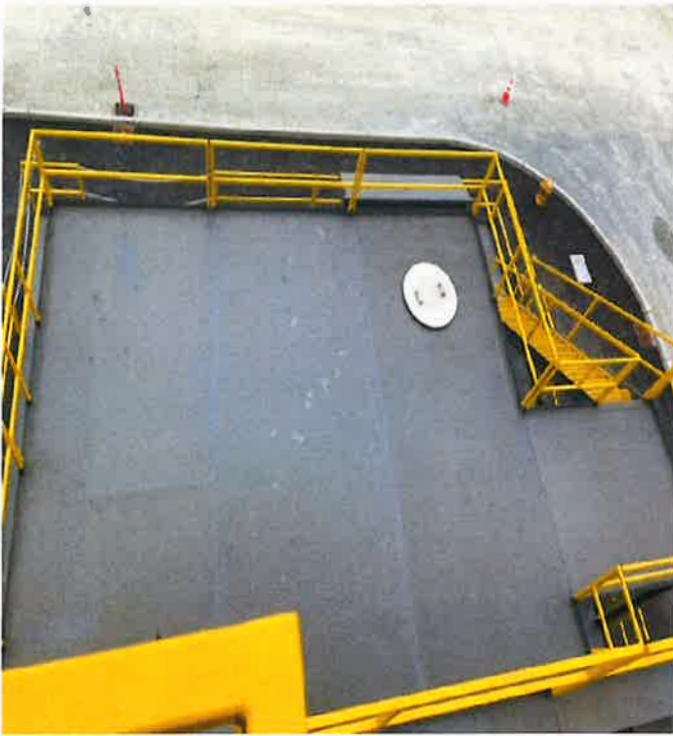
5) Search Wall Props- Moveable



6) Ventilation Props- Second and third floor with heat/smoke capability



12) Above ground work platform with a confined space entry



**1-13 Appendixes (check lists)**

- 1-13.1 Appendix A – Live Structural Fire Training Facility Inspection**
- 1-13.2 Appendix B – Pre-burn Preparation Check List**
- 1-13.3 Appendix C – Post-burn Activities Check List**
- 1-13.4 Appendix D – Liability Release form**
- 1-13.5 Appendix E – Fee structure**
- 1-13.6 Appendix F – Live Structural Fire Training Documentation Packet**

**References:**

- 1) NFPA 1402, Guide to Building Fire Service Training Centers, 2007 edition
- 2) NFPA 1403, Standard on Live Fire Training Evolutions, 2007 edition
- 3) NFPA 1500, Standard on Fire Department Occupational Safety and Health, 2007 edition



Appendix A  
**LIVE STRUCTURAL FIRE TRAINING FACILITY INSPECTION**

*Live Structural Fire Training Facility Inspections are required to be completed quarterly and annually.*

<b>Region:</b>	
<b>Facility:</b>	
<b>Date:</b>	
<b>Inspected by:</b>	

**Legend: O = Completed, X = Requires Attention**

GENERAL

- 1) \_\_\_ Floors, walls stairs, and other structural components (appear capable of withstanding the weight of the contents, participants, and accumulated water.)

- 11) \_\_\_ Lighting
- 12) \_\_\_ Stairs/railings
- 13) \_\_\_ Windows/shutters
- 14) \_\_\_ Functional Doors
- 15) \_\_\_ Lined ceilings/walls (crazing, cracking, delamination, metal mesh visible) \*

EXTERIOR

- 2) \_\_\_ Perimeter lighting
- 3) \_\_\_ General Appearance
- 4) \_\_\_ Exterior of structure
- 5) \_\_\_ Windows/shutters
- 6) \_\_\_ Doors
- 7) \_\_\_ Stairs/ladders-railings
- 8) \_\_\_ Roof scuttles

- 16) \_\_\_ High-temperature linings (loose/damaged tile, exposed bolts) \*
- 17) \_\_\_ Burn racks
- 18) \_\_\_ Floors
- 19) \_\_\_ Fuel inventory/storage
- 20) \_\_\_ Standpipe/sprinklers

INTERIOR

- 9) \_\_\_ Housekeeping (swept clean, no fuel storage on the fire floor)
- 10) \_\_\_ Exit ways clear

OTHER

- 21) \_\_\_ Damage of any type
- 22) \_\_\_ Drainage issues
- 23) \_\_\_ Other \_\_\_\_\_

Description of issues:

Item #	Description

**\*Note:** - if damage is present in approved burn rooms, utilize the form on the reverse side to specify the details of the damage.

<b>Floor #</b>		<b>Room</b>	
Wall Ceiling Floor		<b>Area involved (sq ft or in)</b>	
<b>Damage description</b>			

Reference for diagram to right:

Walls – note side of building that the wall faces (A, B,C,D) above. Then, the lower left of the wall should be the lower left of the diagram.

Ceiling/floor: note the side of building on each of the four sides of the ceiling on the diagram (see below):

C  
B                          D  
  
A

The lower left of the diagram will be the A/B corner)

Illustrate distance in feet of entire burn room																				
Illustrate the distance in feet of the entire burn room	20																			
	19																			
	18																			
	17																			
	16																			
	15																			
	14																			
	13																			
	12																			
	11																			
	10																			
	9																			
	8																			
	7																			
	6																			
	5																			
	4																			
	3																			
	2																			
	1																			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Indicate the entire size of the burn room and the exact area that is damaged.																				

<b>Floor #</b>		<b>Room</b>	
Wall Ceiling Floor		<b>Area involved (ft or in)</b>	
<b>Damage description</b>			

Reference for diagram to right:

Walls – note side of building that the wall faces (A, B,C,D) above. Then, the lower left of the wall should be the lower left of the diagram.

Ceiling/floor: note the side of building on each of the four sides of the ceiling on the diagram (see below):

C  
B                          D  
  
A

The lower left of the diagram will be the A/B corner)

Distance in feet of entire burn room																				
Distance in feet of the entire burn room	20																			
	19																			
	18																			
	17																			
	16																			
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	4																			
	3																			
	2																			
	1																			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Indicate the entire size of the burn room and the exact area that is damaged.																				

Appendix B  
**PRE-BURN PREPARATION CHECK LIST**

(Completed the day of the live-fire training)

<b>Date:</b>		<b>Class Location:</b>	
		<b>Region:</b>	

<b>Log # of Class:</b>		<b>Lead Instructor:</b>	
<b>Temperature (actual):</b>		<b>Heat/cold index:</b>	
<b>Total # of Evolutions:</b>			

**Legend: O = Completed, X = Requires Attention**

Meeting with Instructors

- 1) \_\_\_ Priority for Safety
- 2) \_\_\_ Review student performance objectives
- 3) \_\_\_ Students/Instructors signed in
- 4) \_\_\_ Instructor/student ratio <=5:1
- 5) \_\_\_ Instructor assignments made (one to each functional group)
  - a. \_\_\_ Safety Officer
  - b. \_\_\_ Addt'l. SO (as needed)
  - c. \_\_\_ Ignition Officer
  - d. \_\_\_ Attack
  - e. \_\_\_ Back up (1/back-up line)
  - f. \_\_\_ Additional staff to back up lines for mobility
  - g. \_\_\_ Addt'l. instructors – when extreme temperatures or large groups present (approved by manager)
  - h. \_\_\_ Other \_\_\_\_\_
  - i. \_\_\_ Other \_\_\_\_\_
- 6) \_\_\_ Rotate duties to reduce heat stress on instructors
- 7) \_\_\_ Review pre-burn check list with instructors
- 8) \_\_\_ Distribute radios (and conduct a radio check) – sufficient and operating properly. Should allow (at min.) for communications between Incident Commander, Interior, Exterior, and Safety Officer.

Weather

- 9) \_\_\_ Weather forecast – within parameters identified in Institute’s “Outdoor Training Activities During Extreme Weather Conditions”
- 10) \_\_\_ Weather conditions before ignition (wind velocity, directions, heat/cold index)

- 11) \_\_\_ Training curtailed, postponed or canceled (due to reduce risk of injury or illnesses caused by extreme weather conditions)

Site

- 12) \_\_\_ Establish areas for staging, operating and parking of apparatus
- 13) \_\_\_ Space for EMS (easy egress)
- 14) \_\_\_ Identify the operations area perimeter
- 15) \_\_\_ Spectators restricted to outside the operations area perimeter
- 16) \_\_\_ All possible sources of ignition other than those used to start training fire removed from operations area
- 17) \_\_\_ Open the appropriate valve to allow run off to enter the sanitary sewer (NCRFTC HQ only)

General Facility

- 18) \_\_\_ Floors, walls, stairs, other components appear capable of holding weight of contents, participants, water
- 19) \_\_\_ Visual inspection of any damage – In instances when damage is present, verify that room is approved for use
- 20) \_\_\_ Doors, windows, scuttles, lighting, sprinklers/standpipes functional
- 21) \_\_\_ Search structure – to ensure no unauthorized persons, animals or objects are in the structure immediately prior to ignition
- 22) \_\_\_ Housekeeping – all possible sources of ignitions, other than those under the direct supervision of the person responsible to start the training fire, shall be removed from the operational perimeter.

- 23) \_\_\_ Remove any debris hindering access or egress of firefighters

#### Health/Safety

- 24) \_\_\_ Accountability board – students are to be shown the location of the accountability board on which their tags are to be placed prior to entry and upon exiting the burn building and assigned tags
- 25) \_\_\_ Medical supplies (minimal supplies consisting of oxygen suction, aid kit and AED; all instructors aware of its location and contingencies for their use)
- 26) \_\_\_ RIT – designated and equipped (may include supervised students)
- 27) \_\_\_ Ensure students are monitored
- 28) \_\_\_ Provisions for rest and rehabilitation, including full SCBA bottles

#### Personal Protective Equipment

- 29) \_\_\_ Safety officer to inspect all PPE:
- Coat/trousers – physical damage, damaged or missing hardware and closure systems, thermal damage, loss of seam integrity
  - Hoods – physical damage, thermal damage, loss of face opening adjustment, loss of seam integrity
  - Helmets – cracks, crazing, dents, thermal damage, physical or thermal damage to earflaps, damaged or missing components of suspension and retention system
  - Gloves – physical damage, thermal damage
  - All items meet NFPA 1971
- 30) \_\_\_ Identify appropriate method for SCBA storage prior to distribution
- 31) \_\_\_ SCBA meets NFPA 1981
- 32) \_\_\_ Pass devices meet NFPA 1982
- 33) \_\_\_ All PPE worn according to manufacturer's recommendations
- 34) \_\_\_ Reminders about clothing (per AHJ)

#### Fuel/Burn Preparation

- 35) Gas-fired facilities
- \_\_\_ System check – The system shall be run prior to exposing students to live flames in order to ensure the correct operation of devices such as the gas valves, flame safeguard units, agent sensors, combustion fans, and ventilation fans

- \_\_\_ Adequate space – There shall be ample room around all props such that there is space for all attack lines as well as back-up lines

#### 36) Fuel Racks

- \_\_\_ Single rack utilized
- \_\_\_ At least 18" from walls
- \_\_\_ Remote from last burn conducted
- \_\_\_ Remote from any damage

#### 37) Fuel type: (check type used)

- \_\_\_ Excelsior
- \_\_\_ Pallets

#### 38) Fuel load:

- \_\_\_ One-half (1/2) bale excelsior – observation session of FFI)
- \_\_\_ Other classes ( 3 pallets ¾ bale excelsior

#### 39) Subsequent fuel added only to maintain original fuel load level

- 40) \_\_\_ Fires are not in any exit paths
- 41) \_\_\_ Fuel storage (adjacent burn room)
- 42) \_\_\_ Decision to ignite by Lead Instructor
- 43) \_\_\_ Charged hose line accompanies Ignition Officer when igniting fire: Ignition Officer does not operate alone
- 44) \_\_\_ Fire ignited by Ignition Officer in presence of and under direction of Safety Officer

#### Water Supply

- 45) \_\_\_ Lead Instructor to determine # of attack and back-up lines required per NFPA 1142
- \_\_\_ # attack
  - \_\_\_ # Back-u
- 46) \_\_\_ Lines capable of delivering 95 gpm
- 47) \_\_\_ Water supply – supply and back up may be from the same engine, but the water source must not rely upon an on-board booster tank. Instead, it must be from an alternative source or system engineered to ensure a non-interrupted supply.
- 48) \_\_\_ Lines supplied from different discharges (yes or no)
- 49) Minimum rated fire pump (750 gpm and 500-gal tank)
- 50) \_\_\_ Engine positioned so operator has clear site to burn building
- 51) \_\_\_ Smooth bore nozzles prohibited

Pre-burn Briefing

- 52) \_\_\_ Pre-evolution briefing – All facets of each evolution to be conducted is discussed and assignments made
- 53) \_\_\_ Walk through – Conduct a walk-through for students pointing out exits, demonstrating how windows and doors operate
- 54) \_\_\_ Establish and demonstrate the building evacuation plan and alarm
- 55) \_\_\_ No person to play the role of a victim inside the live-fire training structure

Go/Stop Sequence

	Staging		Attack
	Rehab/Medical		Back up/RIC
	Engines/Water supply		Safety

Contingencies

- 56) \_\_\_ Training exercise to be stopped immediately if the Lead Instructor determines the combustible nature of the environment represents a hazard

## Appendix C

### POST-BURN ACTIVITIES CHECKLIST

<b>Date of Class:</b>	
<b>Region:</b>	
<b>Location:</b>	
<b>Log # of Class:</b>	
<b>Lead Instructor:</b>	

**Legend: O = Completed, X = Requires Attention**

- 1) \_\_\_ SCBA filled, cleaned, and properly stowed (only qualified individuals to fill SCBA cylinders).
- 2) \_\_\_ Post inspection of PPE (students and instructors) by Safety Officer.
- 3) \_\_\_ Excelsior debris placed on burn racks and wire placed in the dumpster.
- 4) \_\_\_ Debris hindering access or egress of firefighters to be removed.
- 5) \_\_\_ Burn rack moved to a new location.
- 6) \_\_\_ Damage noted Yes No If damage is noted, appropriate notifications shall be made so that a complete inspection can be conducted. Subsequent evolutions shall not be permitted in approved burn rooms where damage has been noted unless approved by the authority having jurisdiction.
- 7) \_\_\_ Floors swept, not washed.
- 8) \_\_\_ Equipment cleaned.
- 9) \_\_\_ Evolution debriefing
- 10) \_\_\_ 30 minutes after final burn, close valve to direct run off into storm sewer (College Park only).
- 11) \_\_\_ Doors, windows, window shutters, roof scuttles and lights fully operational.
- 12) \_\_\_ Live-fire training structure left in a safe condition upon completing the evolutions.
- 13) \_\_\_ Post-evolution analysis with students
- 14) \_\_\_ Injury reports completed (as required).

NOTEWORTHY ITEMS	
Unusual conditions encountered	
Changes or deterioration of the structure	
Equipment Damaged	

OTHER NOTES:

Item #	Description
Completed by (legible)	Date:

## ACCIDENT WAIVER AND RELEASE OF LIABILITY FORM

In consideration of course participation at the North County Regional Fire Authority Training Center, I understand and agree to the following:

1. The Candidate understands and recognize that fire and safety training involves a degree of physical exercise and physical contact, certain inherent risks and dangers, which could result in physical and emotional injury, disability, or death.
2. The Candidate warrants, represents, and certifies that he/she is mentally and physically capable of participating in the Fire Academy, has sufficiently prepared or trained for participation, and has not been advised to not participate by a qualified medical professional. The Candidate warrants, represent, and certifies that he/she does not suffer from a chronic/acute problem of the neck, back, wrist, knee, heart, or muscular system, or any other medical condition which could otherwise be made worse by course participation at the North County Regional Fire Authority Training Center.
3. The Candidate consents to receive medical treatment, which may be deemed advisable in the event of injury, accident, and/or illness during the training.
4. The Candidate hereby waives all claims, releases, indemnifies, and holds harmless North County Regional Fire Authority, and all its officials, officers, agents, and employees in both their public and private capacities, from any and all liability, claims, suits, demands, expenses of litigation, or cause of action which may arise by reason of injury to persons or loss of, damage to or loss of use of any property occasioned by error, omission, or negligent act of the Candidate or any other persons with regard to this Agreement.
5. The Candidate hereby agrees to indemnify, defend and hold harmless North County Regional Fire Authority, and all its officials, officers, agents, and employees in both their public and private capacities, from and against any and all claims, losses, damages, causes of action, suits, and liability of any kind, including all expenses of litigation, including but not limited to court costs and attorney fees for death or injury, or loss of use of any property arising out of or in connection with this Agreement.
6. The Candidate intends that this Agreement shall be effective and binding upon his/her heirs, next of kin, executors, administrators, and assigns in the event of my death.

I, the undersigned, have carefully read this Agreement in its entirety and fully understand all its terms. I am aware that the agreement contains a waiver of liability, an assumption of risk, and an agreement by me to release and indemnify the North County Regional Fire Authority. I execute it voluntarily and with full knowledge of its significance.

In witness whereof, I have executed this release on \_\_\_\_\_ in the State of \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Please print name

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

# North County Regional Fire Authority

## Training Site Fee Structure

Fee Schedule			
Fire Agencies (Consortium Members)			
	Hourly	Day	Note
Batting cage burn	\$ 150	\$ 1,000	plus consumables
Burn Tower	\$ 250	\$ 2,300	plus consumables
Classroom (100+)	\$ 50	\$ 450	
Classroom (300+)	\$ 25	\$ 250	
Clean-up (1 hr min)	\$ 100		
Exclusive Use of entire site	\$ 300	\$ 3,000	plus consumables
Road system (truck training)	\$ 25	\$ 250	
Roof prop only	\$ 100	\$ 600	plus consumables
Strip Mall/Truck prop	\$ 1,250	\$ 1,800	
Tower block use	\$ 100	\$ 600	plus consumables
Tower prop, non-burn	\$ 150	\$ 1,500	

Fee Schedule			
Other Agencies (Non-Consortium Members)			
	Hourly	Day	Note
Batting cage burn	\$ 180	\$ 1,200	plus consumables
Burn Tower	\$ 300	\$ 2,760	plus consumables
Classroom (100+)	\$ 60	\$ 540	
Classroom (300+)	\$ 30	\$ 300	
Clean-up (1 hr min)	\$ 120	\$ -	
Exclusive Use of entire site	\$ 360	\$ 3,600	plus consumables
Road system (truck training)	\$ 30	\$ 300	
Roof prop only	\$ 120	\$ 720	plus consumables
Strip Mall/Truck prop	\$ 1,500	\$ 2,160	
Tower block use	\$ 120	\$ 720	plus consumables
Tower prop, non-burn	\$ 180	\$ 1,800	



# North County Regional Fire Authority

## Training Site Fee Structure

Fee Schedule		
Snohomish Co. Fire Training Academy Recruit Cost		
Per Student (Consortium Members)	\$	8,850
Per Student (Non-Consortium Members)	\$	10,620

Fee Schedule		
Fire Friday		
Per Student (6-10 students)	\$	1,000
Per Student (11-15 students)	\$	700

Fee Schedule		
Supporting supplies for 8 Hour Burn Day		
1 facility support personnel	\$	1,500
1 instructor and facility support personnel	\$	2,100



# Live Structural Fire Training Documentation Packet



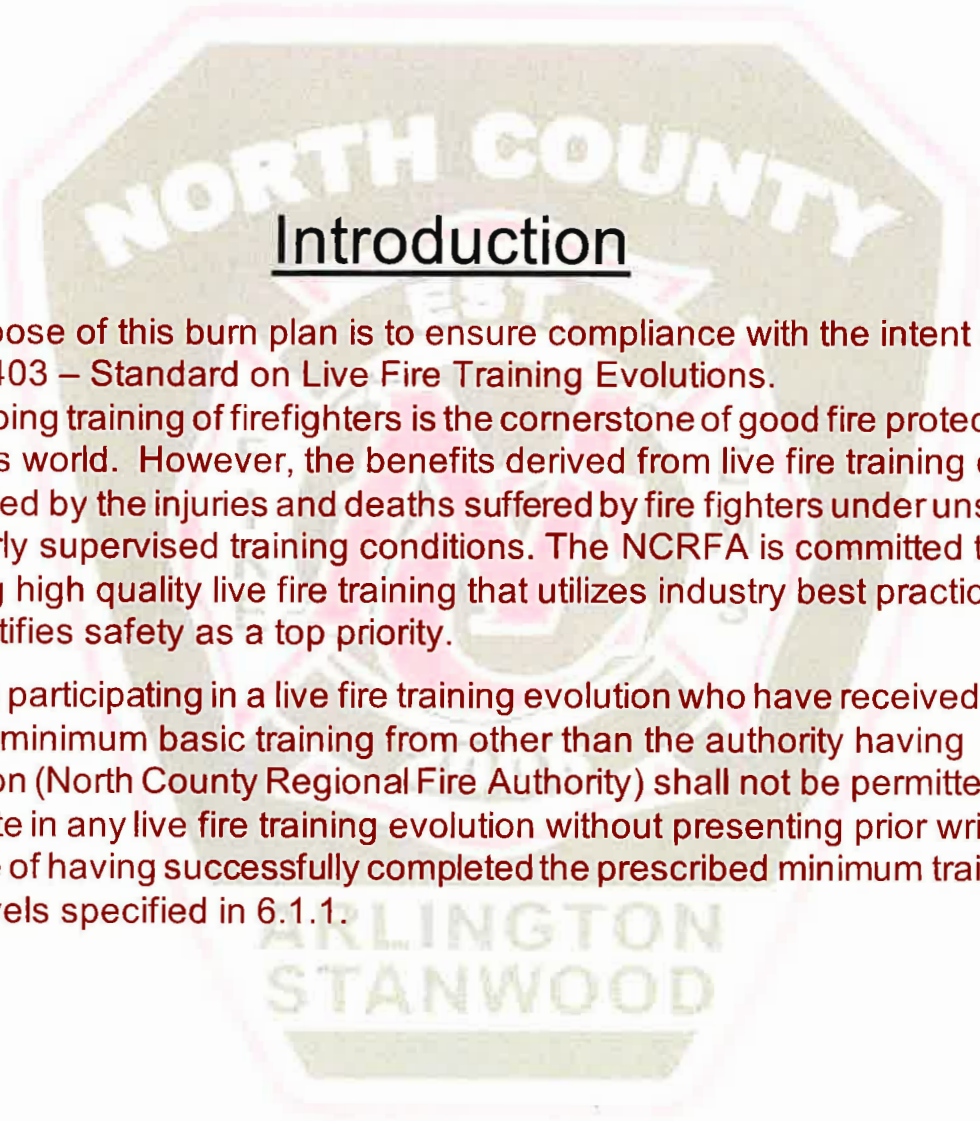
<b>Date of Class:</b>		<b>Region:</b>	
<b>Location:</b>		<b>Lead Instructor:</b>	
<b>Log # of Class:</b>			

DOCUMENTATION INCLUDED	
	Live Structure Fire Training Facility Inspection
	Pre-burn Preparations Check List
	Post-burn Activities Check List
	Injury Report (if applicable)

DOCUMENTATION REVIEWED:			
<b>Regional Training Coordinator:</b>		<b>Academy Agreement Designee</b>	
<b>Date:</b>		<b>Date:</b>	

## North County Regional Fire Training Center

# Live Structural Fire Training Documentation Packet



### Introduction

The purpose of this burn plan is to ensure compliance with the intent of NFPA 1403 – Standard on Live Fire Training Evolutions.

The ongoing training of firefighters is the cornerstone of good fire protection in today's world. However, the benefits derived from live fire training can be negated by the injuries and deaths suffered by fire fighters under unsafe and poorly supervised training conditions. The NCRFA is committed to providing high quality live fire training that utilizes industry best practices and identifies safety as a top priority.

Students participating in a live fire training evolution who have received the required minimum basic training from other than the authority having jurisdiction (North County Regional Fire Authority) shall not be permitted to participate in any live fire training evolution without presenting prior written evidence of having successfully completed the prescribed minimum training to the levels specified in 6.1.1.

# TRAINING OBJECTIVES

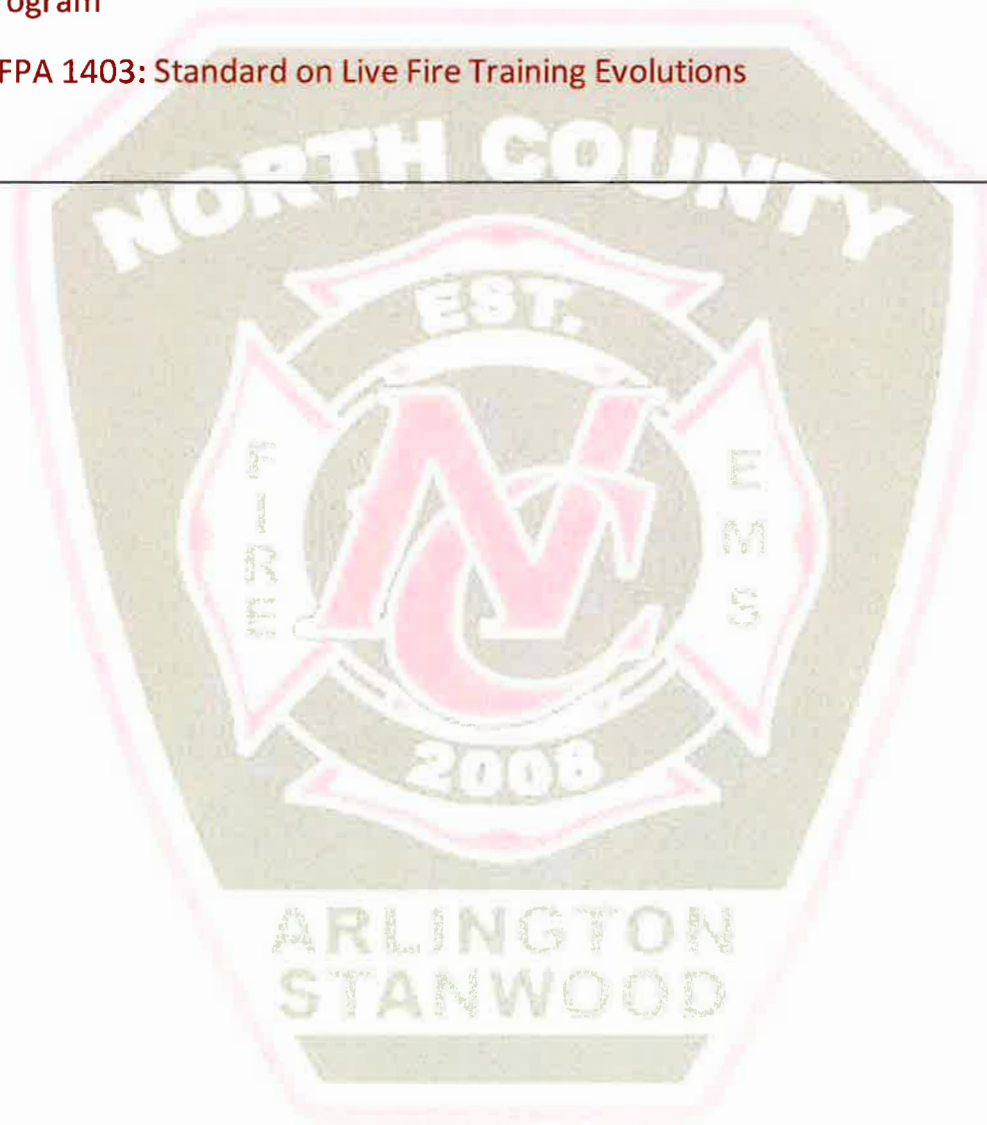
## GENERAL OBJECTIVES FOR INCIDENT:

- To conduct a class A live fire burns to introduce recruits to fire behavior, heat, thermal layering, smoke.
- Enhance learning through skill application of fire extinguishment and other firefighting measures for class A fires
- Enhance safety lessons/skills through demonstrative utilization of safety gear and tools in firefighting (PPE and SCBA)

## Reference of Standards:

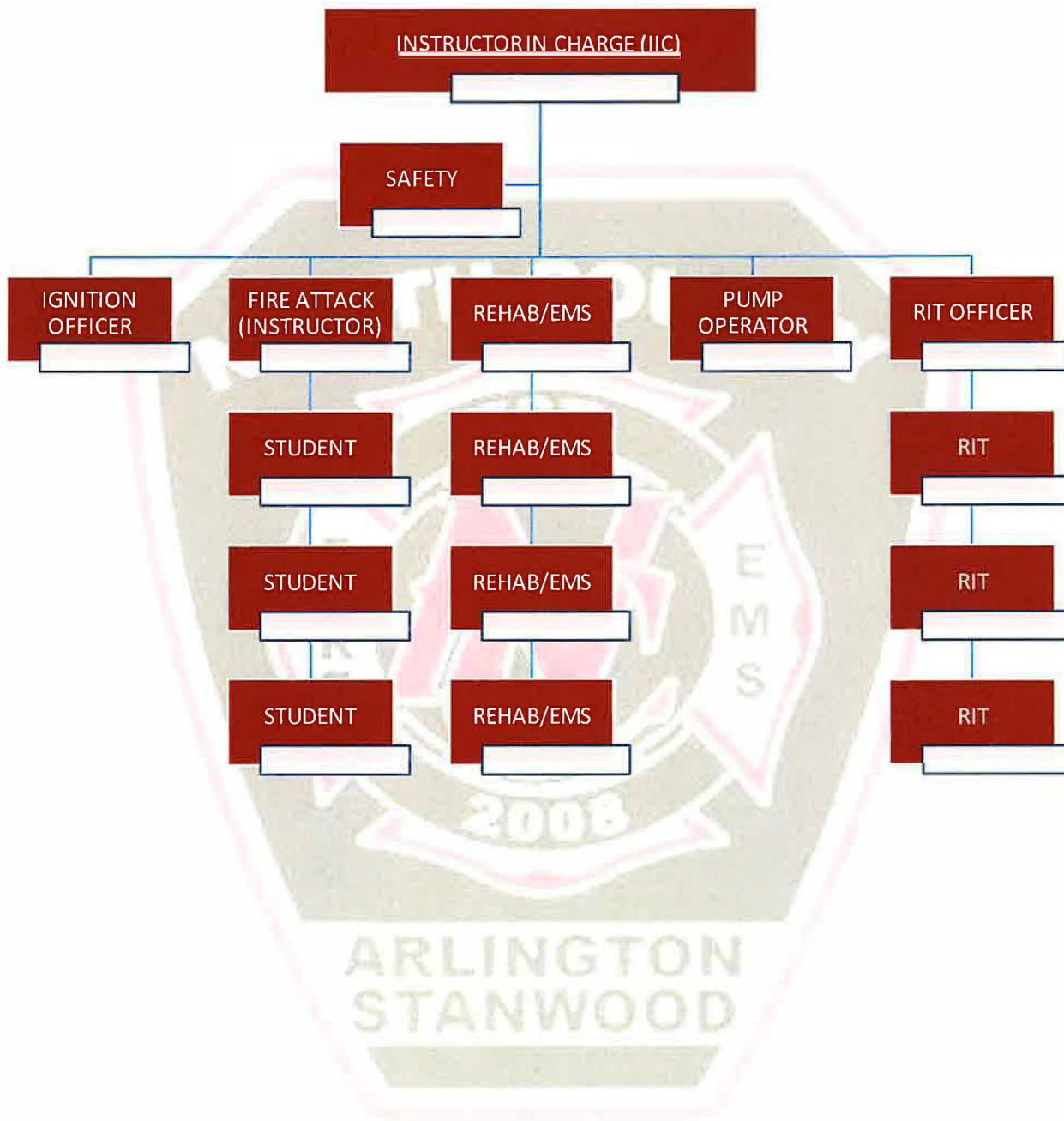
- NFPA 1001: Standard for Firefighter Professional Qualifications (All participants have met the 1001 standard prior to training) (6.1.1)
  - 1) Safety
  - 2) Fire behavior
  - 3) Portable extinguishers
  - 4) Personal protective equipment
  - 5) Ladders
  - 6) Fire hose, appliances, and streams
  - 7) Overhaul
  - 8) Water supply 9) Ventilation
  - 10) Forcible entry
  - 11) Building construction
- NFPA 1407: Standard for Training Fire Service Rapid Intervention Crews

- NFPA 1971: Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting
- NFPA 1982: Standard on Personal Alert Safety Systems (PASS)
- NFPA 1500: Standard on Fire Department Occupational Safety and Health Program
- NFPA 1403: Standard on Live Fire Training Evolutions



## **SAFETY MESSAGE**

1. All personnel must complete a walk-through of the burn building prior to the start of building warm up burn.
2. The IC, Safety Officer, and Instructor in Charge will conduct a safety briefing prior to the 1st burn evolution.
3. Review of Emergency evacuation procedures: Three consecutive blast of apparatus air horns will signal evacuation of the building. To be demonstrated during walk through. All companies will report to the A side of the structure and wait for PAR report from the IC.
4. ALL MAYDAYS ARE REAL. If a Mayday occurs, the outside safety will open all windows and doors, interior safety officers will deploy to the mayday firefighter/crew. The RIC will stand by, awaiting deployment orders from the IIC.
5. When necessary, a designated ALS Ambulance will be on site prior to ignition. Location of ambulance will be identified prior to ignition.
6. Instructors will have a charged safety line near the structure at all times.
7. Ignitions team will monitor fire conditions from outside of the burn room. With safety line availability.
8. Personnel, including instructors will not operate between the fire and any flow path exhaust openings.
9. Instructors/safety officers will identify two escape routes prior to ignition.
10. Training radio channel will be "2-4".
11. No live victims will be used and no dummies will be dressed in Structural PPE.
12. A final GO - NO GO Radio validation will occur prior to each ignition for evolution.
13. Rehab Location will be identified prior to ignition.
14. Follow post fire decontamination procedures if in the IDLH environment.



## NFPA 1403 Checklist

### Permits, Documents, Notifications, Insurance.

- 1. Written documentation received from owner:
  - Permission to burn structure
  - Proof of clear title
  - Certificate of insurance cancellation
  - Acknowledgment of post-burn property condition
- 2. Local burn permit received
- 3. Permission obtained to utilize fire hydrants
- 4. Notification made to appropriate dispatch office of date, time, and location of burn
- 5. Notification made to all affected police agencies:
  - Received authority to block off roads
  - Received assistance in traffic control
- 6. Notification made to owners and users of adjacent property of date, time, and location of burn
- 7. Liability insurance obtained covering damage to other property
- 8. Written evidence of prerequisite training obtained from participating students from outside agencies



## Pre-burn Planning.

- \_\_\_ 1. Pre-burn plans made, showing the following:
  - \_\_\_ Site plan drawing, including all exposures
  - \_\_\_ Building plan, including overall dimensions
  - \_\_\_ Floor plan detailing all rooms, hallways, and exterior openings
  - \_\_\_ Location of command post
  - \_\_\_ Position of all apparatus
  - \_\_\_ Position of all hoses, including backup lines
  - \_\_\_ Location of emergency escape routes
  - \_\_\_ Location of emergency evacuation assembly area
  - \_\_\_ Location of ingress and egress routes for emergency vehicles
- \_\_\_ 2. Available water supply determined
- \_\_\_ 3. Required fire flow determined for the burn building and exposure buildings
- \_\_\_ 4. Required reserve flow determined (50 percent of fire flow)
- \_\_\_ 5. Apparatus pumps obtained that meet or exceed the required fire flow for the building and exposures
- \_\_\_ 6. Separate water sources established for attack and backup hose lines
- \_\_\_ 7. Periodic weather reports obtained
- \_\_\_ 8. Parking areas designated and marked:
  - \_\_\_ Apparatus staging
  - \_\_\_ Ambulances
  - \_\_\_ Police vehicles
  - \_\_\_ Press vehicles
  - \_\_\_ Private vehicles
- \_\_\_ 9. Operations area established and perimeter marked

\_\_\_ 10. Communications frequencies established; equipment obtained

**Building Preparation.**

\_\_\_ 1. Building inspected to determine structural integrity

\_\_\_ 2. All utilities disconnected (acquired buildings only)

\_\_\_ 3. Highly combustible interior wall and ceiling coverings removed

\_\_\_ 4. All holes in walls and ceilings patched

\_\_\_ 5. Materials of exceptional weight removed from above training area (or area sealed from activity)

\_\_\_ 6. Ventilation openings of adequate size precut for each separate roof area

\_\_\_ 7. Windows checked and operated; openings closed

\_\_\_ 8. Doors checked and operated, opened or closed, as needed

\_\_\_ 9. Building components checked and operated:

\_\_\_ Roof scuttles

\_\_\_ Automatic ventilators

\_\_\_ Mechanical equipment

\_\_\_ Lighting equipment

\_\_\_ Manual or automatic sprinklers

\_\_\_ Standpipes

\_\_\_ 10. Stairways made safe with railings in place

\_\_\_ 11. Chimney checked for stability

\_\_\_ 12. Fuel tanks and closed vessels removed or adequately vented

\_\_\_ 13. Unnecessary inside and outside debris removed

\_\_\_ 14. Porches and outside steps made safe

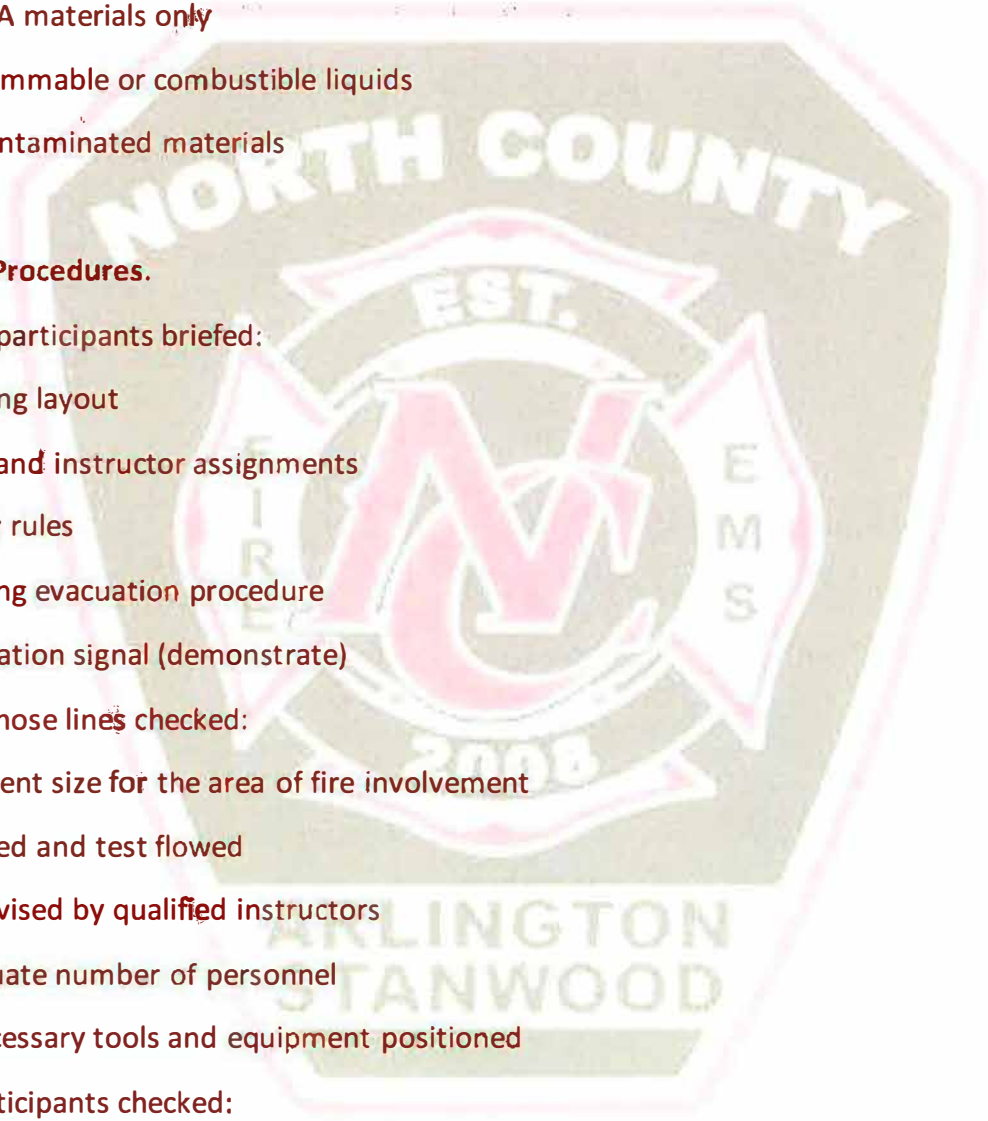
\_\_\_ 15. Cisterns, wells, cesspools, and other ground openings fenced or filled

\_\_\_ 16. Hazards from toxic weeds, hives, and vermin eliminated

- 17. Hazardous trees, brush, and surrounding vegetation removed
- 18. Exposures such as buildings, trees, and utilities removed or protected
- 19. All extraordinary exterior and interior hazards remedied
- 20. Fire "sets" prepared:
  - Class A materials only
  - No flammable or combustible liquids
  - No contaminated materials

**Pre-burn Procedures.**


- 1. All participants briefed:
  - Building layout
  - Crew and instructor assignments
  - Safety rules
  - Building evacuation procedure
  - Evacuation signal (demonstrate)
- 2. All hose lines checked:
  - Sufficient size for the area of fire involvement
  - Charged and test flowed
  - Supervised by qualified instructors
  - Adequate number of personnel
- 3. Necessary tools and equipment positioned
- 4. Participants checked:
  - Approved full protective clothing
  - Self-contained breathing apparatus
  - Adequate SCBA air volume
  - All equipment properly donned



### Post-Burn Procedures.

- 1. All personnel accounted for
- 2. Remaining fires overhauled, as needed
- 3. Building inspected for stability and hazards where more training is to follow  
(see *Building Preparation Section*)
- 4. Training critique conducted
- 5. Records and reports prepared, as required:
  - Account of activities conducted
  - List of instructors and assignments
  - List of other participants
  - Documentation of unusual conditions or events
  - Documentation of injuries incurred, and treatment rendered
  - Documentation of changes or deterioration of training center burn building
  - Acquired building release
  - Student training records
  - Certificates of completion
- 6. Building and property released to owner, release document signed



<b>OPERATIONAL BRIEFING</b>	<b>Incident Name</b>	<b>Date Prepared</b>	<b>Operational Period</b>
	NCRFA Incident		
<b>Report Time:</b>			
<b>Site:</b>	NCRFA Training Center		
<b>Location:</b>	2930 300 <sup>th</sup> St NW, Stanwood WA 98292		
<b>GPS Coordinates:</b>	<u>48.267475, -122.273921</u>		
<b>Site Contact:</b>	Fire Chief's Office (360) 629-2184 Cell (425) 789-8036		
<b>Site Phone Number:</b>	Cell (360) 618-2647		
<b>Site Access:</b>			
<b>Site Parking:</b>			
<b>Shift on Duty:</b>			
<b>Site Secured by:</b>			
<b>Site Approved by:</b>			
<b>Outside Agency Assistance:</b>			
<b>Outside Agency Contact Information:</b>			
<b>Special Instructions:</b>			
 <p>STANWOOD</p>			
<b>TAP Form 201</b>	<b>Prepared by:</b>		

<b>LOGISTICAL SUPPORT</b>	<b>Incident Name</b> Glendale INCIDENT	<b>Date Prepared</b> June 24, 2019	<b>Operational Period</b> 1600-2100
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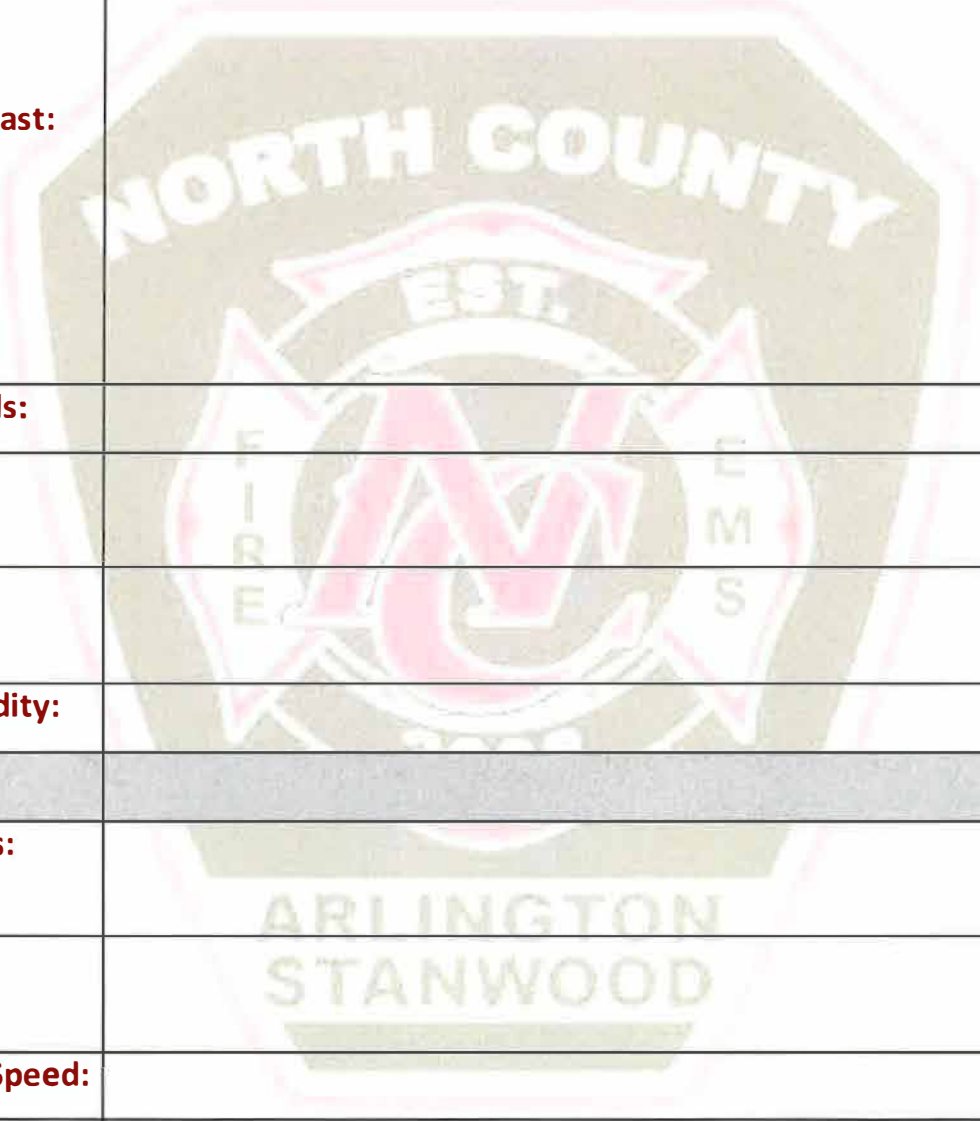
**Staffing and Logistical Support:**

**Equipment Needed:**



**TAP Form 201**

**Prepared by:**

WEATHER REPORT	Incident Name	Date Prepared	Operational Period
Weather Forecast:	 <p>The logo is a shield-shaped emblem. At the top, it says 'NORTH COUNTY'. Below that, 'EST.' is written in a smaller font. The central part of the shield features a stylized 'M' with 'FIRE' on the left and 'EMS' on the right. At the bottom of the shield, it says 'ARLINGTON STANWOOD'.</p>		
Morning Details:			
Morning Temperature:			
Morning Wind Speed:			
Morning Humidity:			
Evening Details: 1700hrs			
Evening Temperature:			
Evening Wind Speed:			
Evening Humidity:			
TAP Form 201	Prepared by:		

OPERATIONAL OBJECTIVES	Incident Name	Date Prepared	Operational Period
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TAP Form 202	Prepared by:
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ORGANIZATION ASSIGNMENT LIST		Incident Name	Date Prepared	Operational Period
<b>Position</b>	<b>Burn 1</b>	<b>Burn 2</b>	<b>Burn 3</b>	<b>Burn 4</b>
I. I. C.				
Safety				
Ignition Officer				
Door Control				
Instructor #1				
Instructor #2				
Instructor #3				
I. C.				
First-In				
Rescue Group				
Ventilation				
RIC				
<b>Additional Information:</b>				
<p>** Safety and Medical Emergency personnel will respond to, evaluate, and provide treatment for any medical emergency</p>				
<b>TAP Form 203</b>	<b>Prepared by:</b>			

<b>POSITION</b>  <b>RESPONSIBILITIES</b>	<b>Incident Name</b>	<b>Date Prepared</b>	<b>Operational Period</b>
<b>Incident Commander: Line BC or Training BC</b>	<ul style="list-style-type: none"> <li>• Assuring all time frames and session objectives are met</li> <li>• Safety of all personnel</li> <li>• Coordinate ALL activities on the drill ground with Instructor In Charge Unified Command</li> <li>• Set-up the Incident Command System</li> <li>• Official verbal starter of burns</li> </ul>		
<b>Instructor in Charge:</b>	<ul style="list-style-type: none"> <li>• Overall safety of training exercise Unified command with IC</li> <li>• Evaluation of Instructors</li> </ul>		
<b>Safety Officer:</b>	<ul style="list-style-type: none"> <li>• Monitoring as assessing unsafe situations</li> <li>• Developing measures for assuring personnel safety</li> <li>• Assure the TAP is followed</li> <li>• Maintain communications with IC</li> <li>• Take appropriate actions to mitigate safety concerns throughout the drill</li> <li>• Notify the IC if repeat safety violations occur by Instructors and students</li> <li>• Issue the safety notice for the Burn Period and assist with the safety briefing</li> </ul>		
<b>Information Officer:</b>	<ul style="list-style-type: none"> <li>• NA</li> </ul>		
<b>Operations: NA</b>	<ul style="list-style-type: none"> <li>• NA</li> </ul>		

<p><b>RIC Team: Fire company</b></p>	<ul style="list-style-type: none"> <li>• Set up RIC equipment for assigned floor for quick and efficient rescue of students and Instructors</li> <li>• Replace and set-up rescue dummy for next burn</li> <li>• Monitor communications of Operations and Crew Leaders</li> <li>• If activated, communicate with IC</li> <li>• Clean out and rebuild fuel package under direct supervision of qualified member</li> </ul>
<p><b>Interior/Safety (1<sup>st</sup> Floor):</b></p>	<ul style="list-style-type: none"> <li>• Overall safety and operations on the fire floor</li> <li>• Assure back-up line and RIC are in place</li> <li>• Notify Crew Leader of an equipment failure and/or other non-emergency situation</li> <li>• If equipment failure can be repaired, escort student back into the operation and notify Crew Leader, if not student is to report to Staging</li> <li>• Manage Crew Leaders</li> <li>• Communicate with IC</li> </ul>
<p><b>TAP Form 203</b></p>	<p><b>Prepared by:</b></p>

<b>POSITION</b>  <b>RESONSIBILITIES</b>	<b>Incident Name</b>	<b>Date Prepared</b>	<b>Operational Period</b>
<b>Crew Instructors:</b>	<ul style="list-style-type: none"> <li>• Accountability of the students assigned to them</li> <li>• Lead the students into the prop and direct them in accomplishing goals</li> <li>• Conduct a safety check of all students entering the operation</li> <li>• Manage Recruit Crews</li> <li>• Notify Interior Safety of any equipment failure and/or other non-emergency evacuation of a student</li> <li>• Communicates with Interior Safety</li> </ul>		
<b>Ignition Officer:</b>	<ul style="list-style-type: none"> <li>• Assure active fire when crews enter the burn room</li> <li>• Keep pallets (fuel) in the burn room and on the fire</li> <li>• Assist with back-up line</li> <li>• Communicate with Operations</li> </ul>		
<b>Communications:</b> <b>SNOCOM</b>	<ul style="list-style-type: none"> <li>• Acknowledge live burn at NCRFATC</li> <li>• Notify SNOCOM</li> <li>• Acknowledge any Emergency Trigger activation</li> </ul>		
<b>Logistics:</b>	<ul style="list-style-type: none"> <li>• Coordinate with IC, Ops, Safety on placement of back-up lines</li> <li>• Manage Staging, Water Supply, and Rehabilitation/Air Utility</li> <li>• Ensure decon supply/area is set up</li> <li>• Coordinate all needs the day before the burn</li> </ul>		

<b>Staging Manager: NA</b>	
<b>Water Supply Officer: Engineer from RIC company</b>	<ul style="list-style-type: none"> <li>• NFPA 1403- A single source shall be sufficient at a training center facility where the water system has been engineered to provide adequate volume for the evolutions conducted and a backup power source of backup pumps, or both, are in place to ensure an uninterrupted supply in the event of a power failure or malfunction.</li> </ul>
<b>Rehabilitation/Air Utility:</b>	<ul style="list-style-type: none"> <li>• Maintain two separate areas for full and empty air cylinders</li> <li>• Assure Students and Instructors are properly hydrated and rested</li> <li>• Assure efficient flow of full SCBA cylinders to the Staging Area</li> <li>• Communicate with IC</li> <li>• Ensure water/Electrolytes are available throughout the burn periods</li> <li>• Have decon wipes available after each burn</li> </ul>
<b>TAP Form 203</b>	<b>Prepared by:</b>

ARLINGTON  
STANWOOD

COMMUNICATIONS PLAN		Incident Name	Date Prepared		Operational Period	
<b>Function:</b>	<b>Display:</b>	<b>Band :</b>	<b>Zone: B ANA 1</b>	<b>Zone: A ANA 3</b>	<b>Mode:</b>	
<b>Command:</b>	Simplex 1/Fire Tac 3	800	B-9	A-3	Direct/Repeat	
<b>Instructors:</b>	Simplex 1	800	B-9		Direct	
<b>Operations:</b>	Simplex 1	800	B-9		Direct	
<b>RIC:</b>	Simplex 1	800	B-9		Direct	
<b>Medical Emergency:</b>	Simplex 1/Fire Tac 3	800	B-9	A-3	Direct/Repeat	
<b>Position</b>	<b>Radio Call ID</b>	<b>Radio Channel</b>	<b>Radio #</b>	<b>Battery #</b>	<b>Initials Out</b>	<b>Initials In</b>
<b>Safety Officer:</b>						
<b>Communications:</b>						
<b>Instructor in Charge:</b>						
<b>Ignition Officer</b>						
<b>Air Utility:</b>						
<b>Water Supply:</b>						
<b>Operations:</b>						
<b>Interior Safety</b>						
<b>TAP Form 205</b>	<b>Prepared by:</b>					

<b>MEDICAL PLAN</b>		<b>Incident Name</b>	<b>Date Prepared</b>	<b>Operational Period</b>	
<b>Responsible:</b>					
<b>Frequency Assigned:</b>		Zone A Fire Tac 3			
<b>Capabilities:</b>					
<b>Paramedic(s) on-scene:</b>					
<b>Paramedic/Ambulance Service:</b>					
<b>Name:</b>	<b>Address:</b>	<b>Phone:</b>	<b>Paramedics:</b>		
			<b>Yes</b>	<b>No</b>	
<b>Hospitals:</b>					
<b>Facility:</b>	<b>Travel Time:</b>		<b>Helipad:</b>	<b>Burn Center:</b>	<b>Trauma Center:</b>
	<b>Ground:</b>	<b>Air:</b>			
Cascade Valley Hospital 330 S Stillaguamish Ave, Arlington, WA · (360) 435-2133	15	N/A	Y	N	N
Providence Everett 700 13th St, Everett, WA · (425) 261-2000	18	10	Y	N	Y
Harborview Medical Center 325 9 <sup>th</sup> Ave, Seattle, WA – (206) 838-4590	47	12	Y	Y	Y
<b>Medical Emergency Procedures:</b>					

In the event that a medical/injury or other real emergency happens, the following procedures will be followed:

- Contact IC and advise that you have a **REAL EMERGENCY** and state the type (lost, injured, or trapped)
- IC will determine if RIC should be activated and activate if necessary
- IC will advise Division Safety of emergency and to terminate all operations, all crews will exit the building
- Instructors with crews will get an accountability of crews and advise Ops
- Safety and the Emergency Medical Team will provide emergency medical treatment and determine if injured party needs advanced treatment
- If advanced treatment is needed the IC will contact Verdugo via RED 1 and request appropriate resources
- Anyone injured will be accompanied to the hospital by GFD Training Personnel
- After a medical/injury emergency a safety review and investigation will be conducted prior to starting evolutions
- Appropriate notifications will be made to Training BC, DC, FC and City Safety officer

**TAP Form 206**

**Prepared by:**

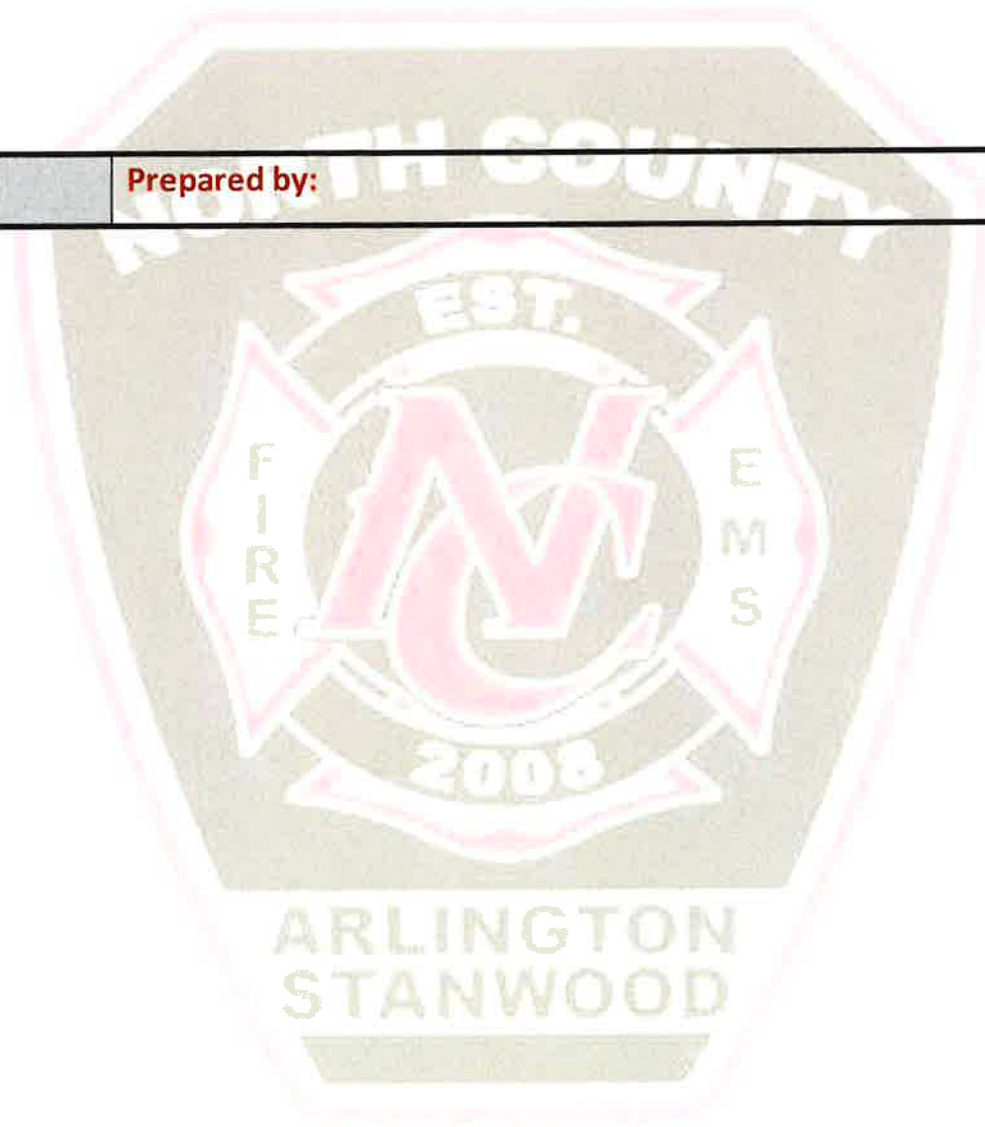


<b>DEMOBILIZATION CREW ASSIGNMENT</b>	<b>Incident Name</b>	<b>Date Prepared</b>	<b>Operational Period</b>
<p><b><u>Clean-Up:</u></b></p> <p>All Instructors and Students will assure overhaul and clean-up is completed prior to leaving facility.</p> <p><b><u>Primary Objectives:</u></b></p> <ul style="list-style-type: none"> <li>• Total fire extinguishment</li> <li>• Getting all NCRFA fire equipment secured and loaded</li> <li>• Cleaning of burn room and grounds</li> <li>• Full decon of all equipment participants</li> <li>• Get fire companies back in service and released</li> <li>• Fill all SCBA cylinders</li> </ul>			
<p><b>Instructor Assignments:</b></p>			
<b>Incident Commander:</b>	Continue with IC and supervise clean up		
<b>IIC:</b>	Coordinate clean-up activities		
<b>Safety Officer:</b>	Continue with Safety supervision		
<b>Ignition Officer(s):</b>	At the discretion of Safety, can remove SCBA. Goal is total fire extinguishment		
	Coordinate location and positioning of dumpster(s) for debris at side of burn room		
<b>Interior Safety:</b>	Coordinate clean-up of Burn Building		
<b>Rehabilitation/Air Utility:</b>	Coordinate filling of air cylinders		

**Additional Information:**

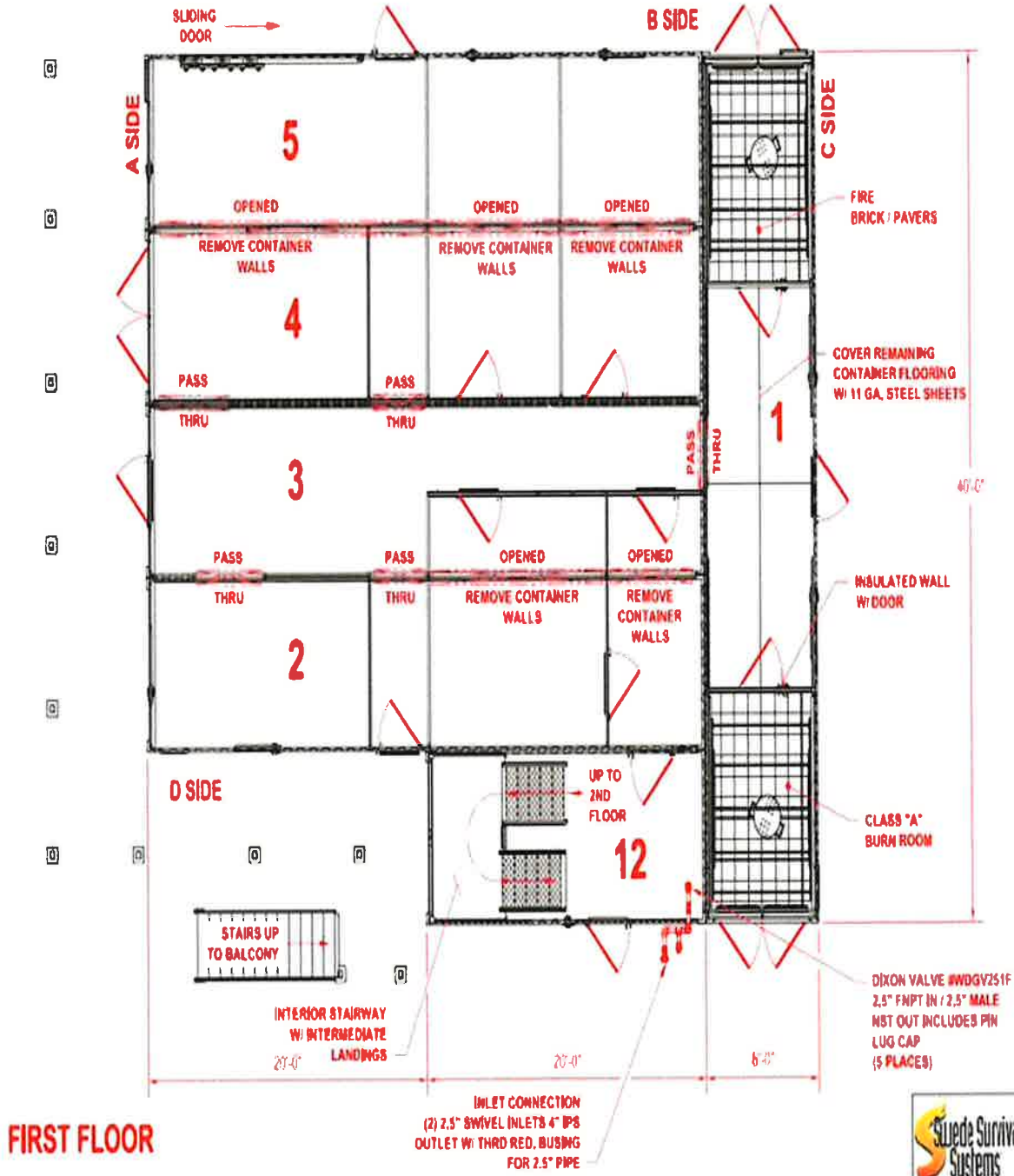
**TAP Form 221**

**Prepared by:**

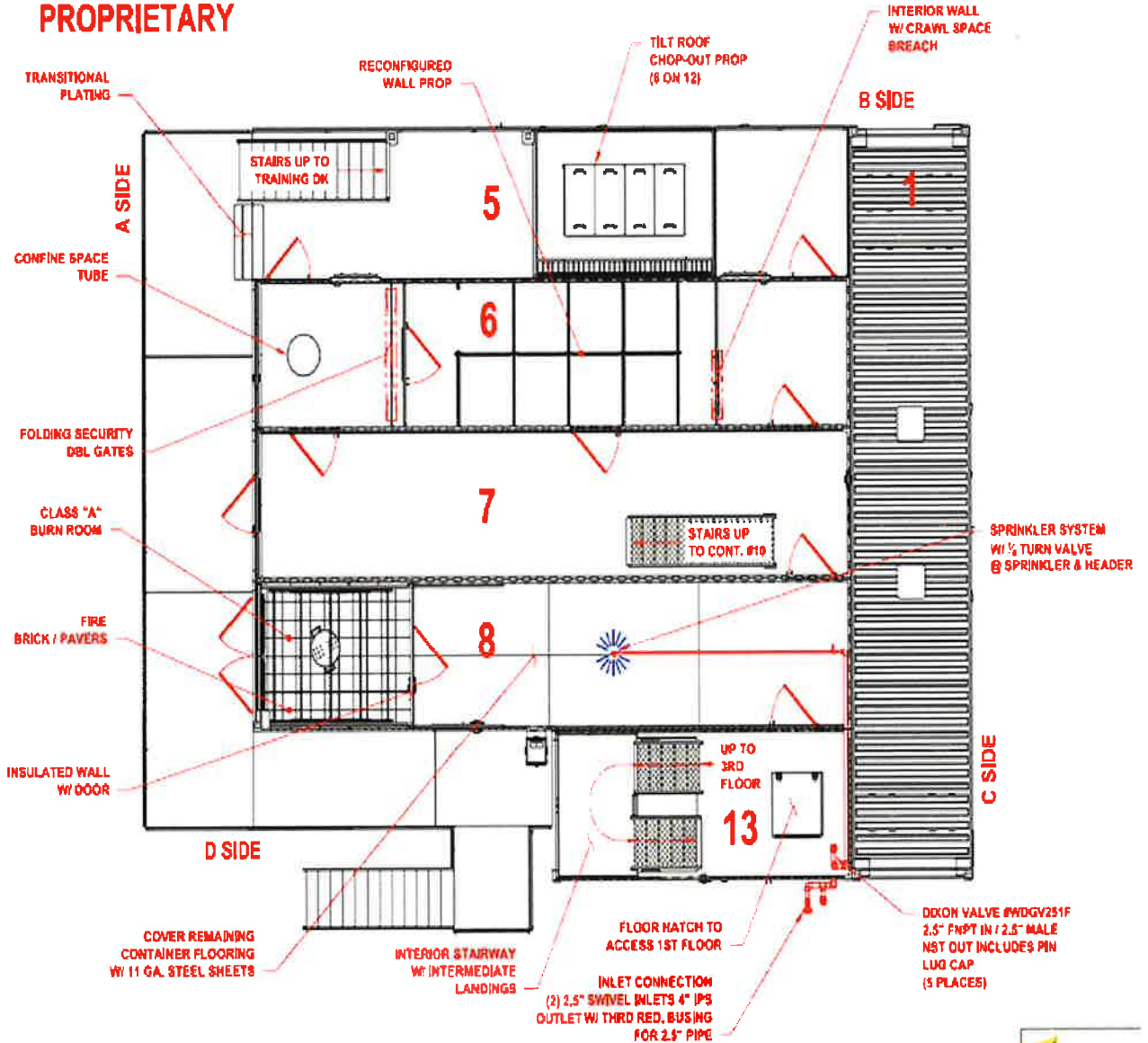


SITE PLAN OVERVIEW	Incident Name	Date Prepared	Operational Period
Facility:	North County Fire Training Center		
Facility Address:	2930 300 <sup>th</sup> St NW, Stanwood WA 98292		



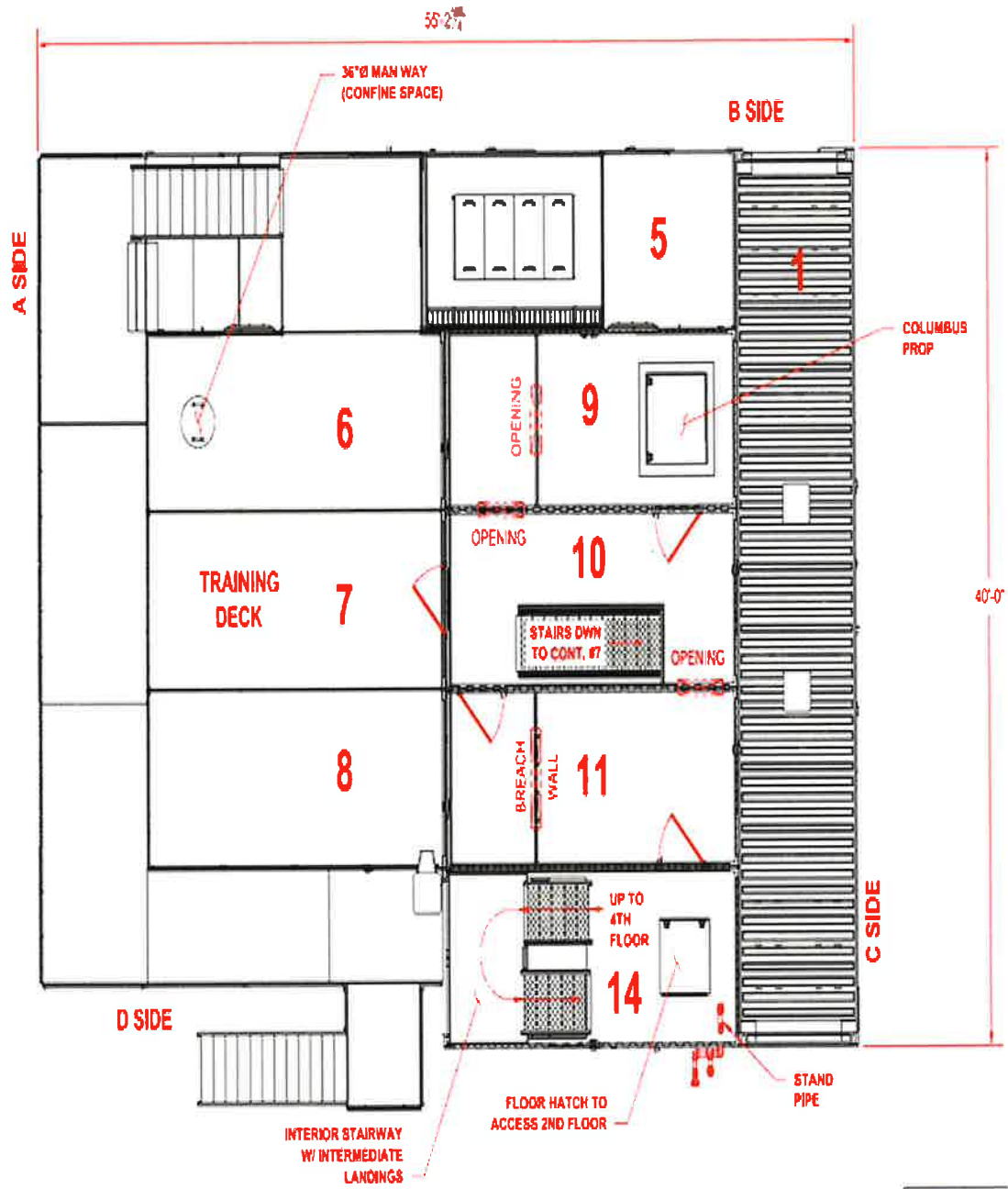


# PROPRIETARY



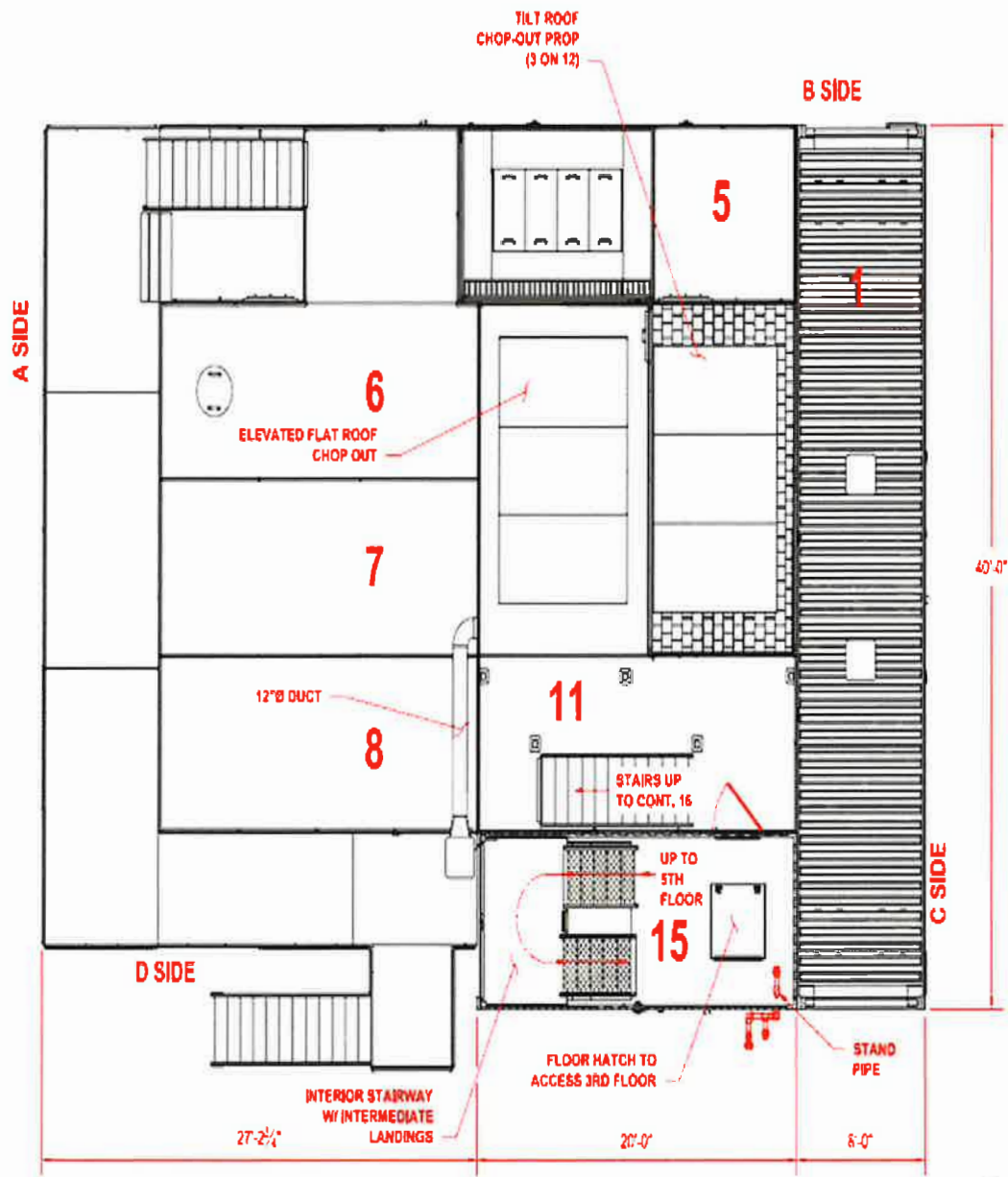
# SECOND FLOOR





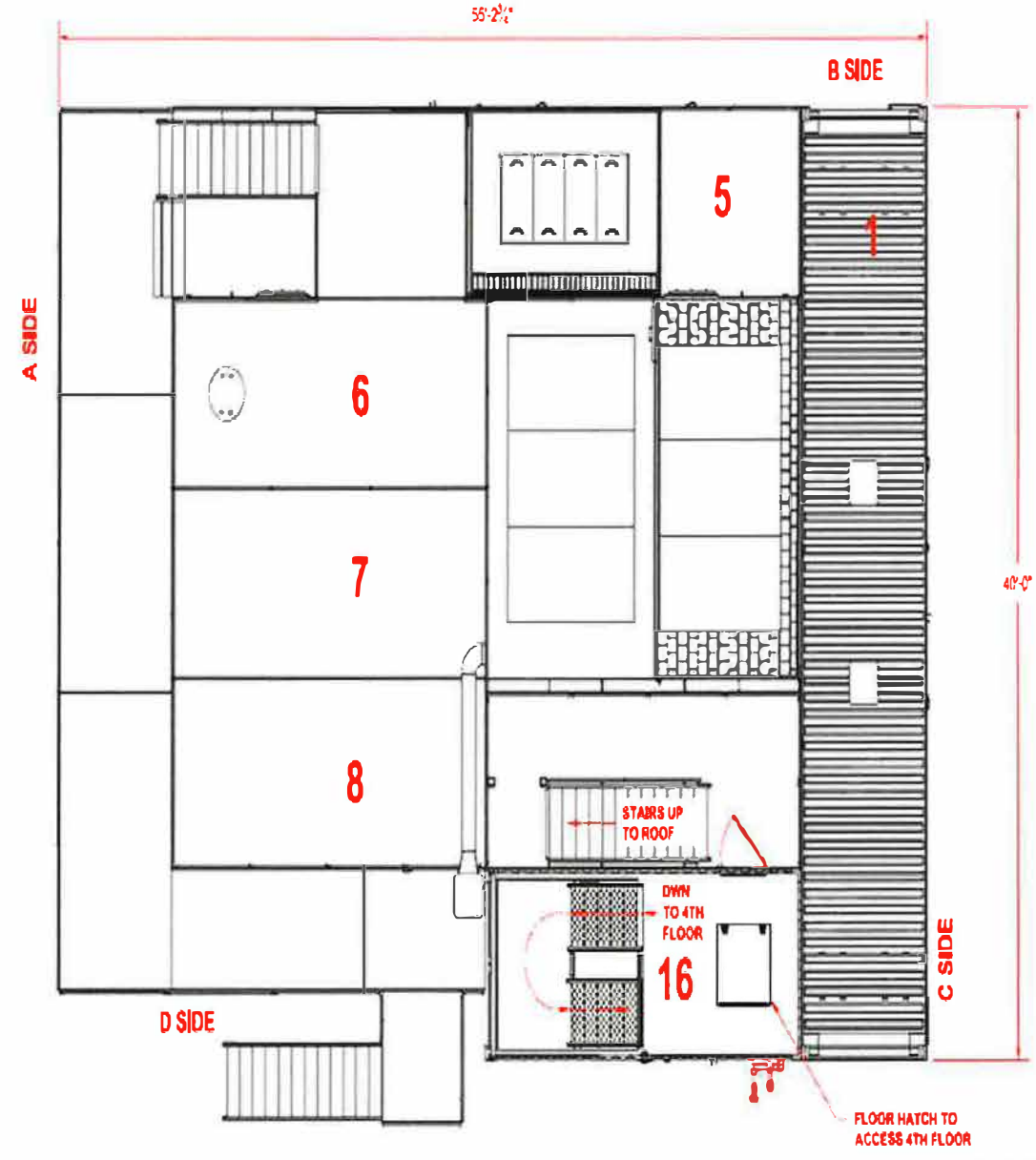
**THIRD FLOOR**





**FOURTH FLOOR**

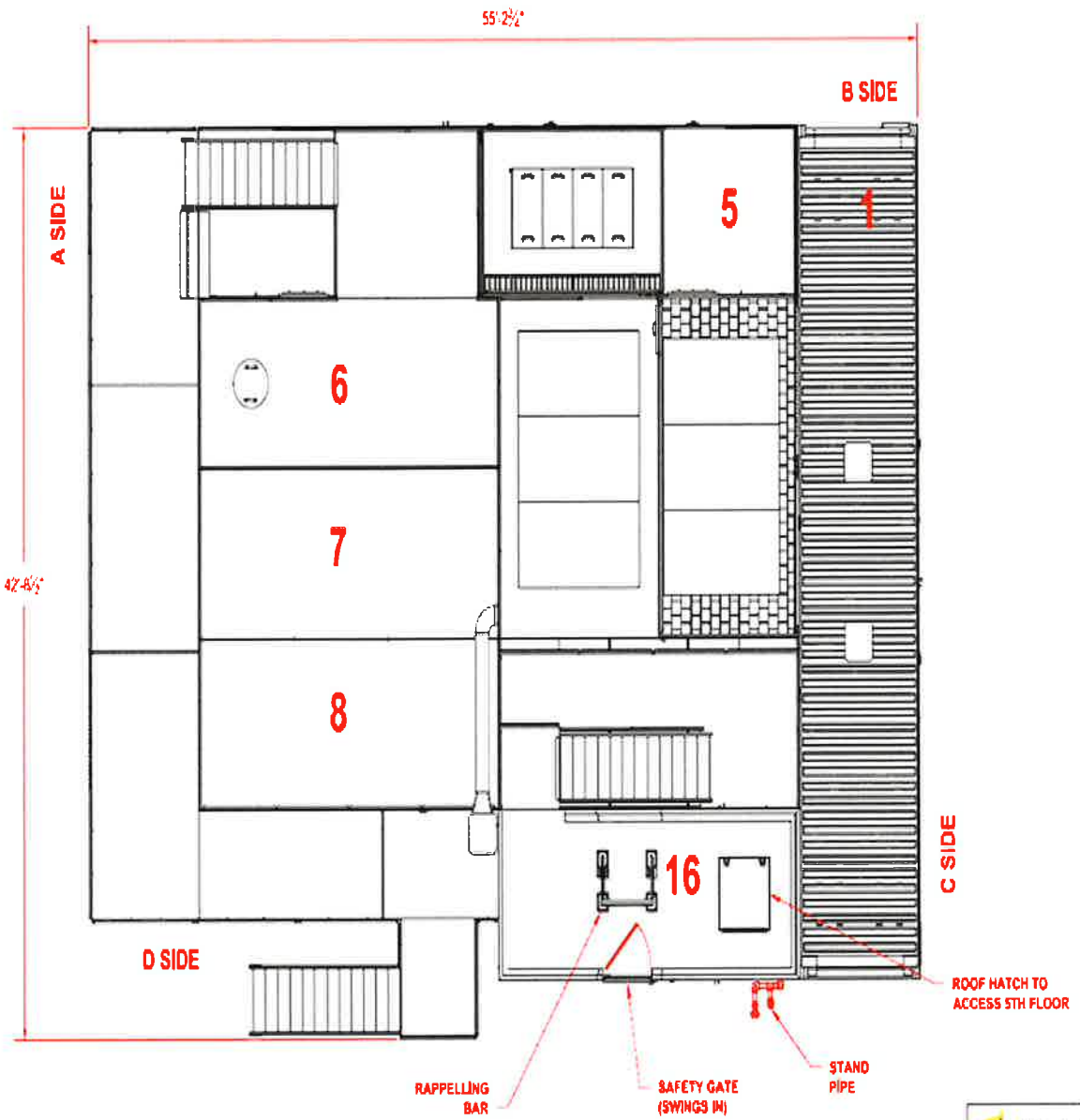




**FIFTH FLOOR**







TOP VIEW





### Go / No Go Sequence

Go/No Go Sequence	Evolution 1	Evolution 2	Evolution 3	Evolution 4
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Assignments	Go	No Go	Go	No Go	Go	No Go	Go	No Go
EMS Rehab	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engine Operator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RIC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Backup Team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Behavior Instructor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scenario command	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Attack	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ignition Team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IIC Order to Ignite	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>