

Lancaster County Firemen's Association

# Pequea Lane Fire School Live Burn Policy

Effective: January 1, 2011

**Revision 2 May 25, 2013**

**Revision 3 March 27, 2014**

**Revision 4 June 24, 2014**

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## State Level Classes

This facility is for company level trainings only. No fire company will utilize this burn facility for local level classes through an educational training agency (ETA). Any and all local level classes involving live fire must be held at the Lancaster County Public Safety Training Center (LCPSTC). No out of county companies will be allowed to use the burn building. This will be for Lancaster County fire companies that are members of and in good standing as defined by the by-laws of the Lancaster County Firemen's Association.

Industrial Fire Brigades will not be permitted to have "live" fire classes in the burn building for their annual certifications.

## Company Level Burn Trainings

All companies must follow the burn policy as set forth by the Lancaster County Fireman's Association.

It is advisable that companies be placed out of service with Lancaster County Wide Communications during the evolutions.

All fires will be conducted in the new burn building. The old burn building will be available for search and rescue evolutions with or without smoke. The old building may also be used as an access point to the new building.

A minimum of eleven (11) personnel must be active with each burn evolution. This number represents the positions that must be filled for each evolution. The positions include, at minimum:

- One (1) incident commander
- One (1) safety officer
- One (1) EMS provider
- Four (4) member RIT team
- Two (2) member main hose line team
- Two (2) member back up hose line team.

These positions will be explained in detail in the personnel roles section. Support personnel such as pump operators, personnel who are of an exterior only status and Junior firefighters will not be included in these positions with exception to the EMS provider role. If support personnel are used in the EMS provider role, they must remain at that position during the training session unless relieved by another support person. The burn facilitator will not be included in the roles unless there are multiple burn facilitators present at the training.

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An accountability system will be in use for all burn evolutions. This system will be managed by the safety officer and the incident commander. The safety officer will have all tags collected and properly placed on the **accountability** board prior giving the go ahead for the evolution to begin. For each evolution, **the personnel listing form** must be filled out **by the safety officer and/or incident commander**, as to who filled each required role. **An accountability board is provided by the LCFA; however, companies are welcomed to use their own accountability board if they wish.**

**At no time will anyone be in any portion of the burn building alone while combustion is taking place.**

## Facial Hair Policy

Personnel with facial hair will not be allowed to participate in any **interior** aspect of the live burn trainings **and cannot be** counted toward the 11 minimum required personnel. Facial hair is defined as hair on the face that can interfere with the proper seal of the SCBA mask. **Groomed mustaches are allowable; however, they cannot interfere with the seal of the SCBA face piece.** The LCFA representative will make **final** judgment as **on facial hair**. **This policy also applies to company burn facilitators.**

## Liability

All participants, regardless of role in the training session, must sign a Release of Liability Waiver form prior to any live burn. **The LCFA Representative will** assure that all participants have waiver forms signed. Extra copies will be made available onsite for those lacking the proper form. No one will be allowed to participate until all of the waiver forms have been collected and verified **for signatures and completeness.**

## Personnel Roles

It is the intent of this policy to require, as a minimum, the following persons to be present **and active in assigned roles** during **each** live fire evolution:

A. **LCFA Representative** – Responsible to oversee that all burn policies are adhered to during the training exercises and give final approval to proceed with the **evolutions**. This person will also oversee all clean up of the burn building and the immediate surrounding grounds following the training exercise. The representative will also operate the air system as requested by the hosting company, maintain records of the personnel involved and observe the temperature levels of the pyrometer to ensure that the building is operating at safe levels. **The LCFA representative has the authority to stop any evolution at anytime for safety issues and/or breach of responsibilities and roles by the company conducting the training evolution. The LCFA representative also holds the right to hold evolutions until the burn building returns to acceptable temperature levels between burn evolutions.**

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B. **Burn Facilitator (BF)** – Directly responsible for building and maintaining the fire. Any person wishing to be a burn facilitator for their company must fill out an application and attend an orientation and training session sponsored by the LCFA. The minimum requirements for a burn facilitator shall be the following:

- Minimum 23 years of age
- Eight (8) years experience as an interior firefighter
- **PA State Fire Academy 16 hour Incident Safety Officer course or equivalent is recommended.**
- **Fire Fighter 1 certification (preferred) OR Journeyman status from the Pennsylvania Department of Labor OR Basic Firefighting/Advanced Firefighting/Structural Burn Session (in combination) OR Essentials of Firefighting/Structural Burn Session (in combination)**

The facilitator will then be **reviewed** by the LCFA board **for approval** to facilitate live burns for their respective company(s). No burn facilitator may conduct a live burn unless their company is participating in the training.

**Prior to fire ignition, the burn facilitator and LCFA representative will assure that a safety line is charged and in pre-determined position and a rapid intervention team (RIT) must be in place with an additional charged hand line. The RIT must be at a ready state (minimum two personnel with masks donned and two others in full turnout gear) during ignition. A second person, preferably the safety officer, must accompany the burn facilitator to oversee the operation and provide safety; however, the approved burn facilitator is the only individual allowed to ignite any fire. These are the only two individuals allowed in the building when ignition occurs.**

The burn facilitator, along with the LCFA representative, will monitor the Pyrometer (temperature gauge) to ensure that the burn operations in the building are at acceptable levels. The burn facilitator's only job is to build, ignite, and maintain the fire for the training sessions. The facilitator may not take part in any other aspect during this time unless there are multiple approved burn facilitators taking part in the training.

**All burn facilitators must report to the EMS provider, for vital sign assessment, after exiting the burn building. The burn facilitator must remove personal protective equipment (pants and boots can be excluded) and have a minimum of a twenty (20) minute 'cool down' period prior to establishing another fire.**

C. **Organizational Officer in Charge (OIC)** – This individual is responsible for the users of the burn building. The organizational officer in charge must be present during the training. This person will report to the LCFA representative. The Officer in Charge (OIC) of the organization using the structure is responsible for assuring that each student entering the burn building has demonstrated competency in SCBA operation and general safety practices.

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D. **Safety Officer (SO)** – A knowledgeable individual able to make decisions about the safety of operations taking place for the duration of the training. Prior to fire ignition, the safety officer must complete a walk thru of the building to assure that there are no unauthorized persons, animals, or objects in the **burn rooms**. The safety officer will observe initial lighting of the fires as part of a two person team along with the burn facilitator. During training evolutions, the safety officer position may be handled by another person. This individual will also be responsible for managing scene accountability.

E. **Incident Commander (IC)** – The person immediately responsible for making decisions about the scenario at hand. This individual may change from one evolution to the next depending on the training objectives of the company.

F. **RIT** – A **four (4)** person team (minimum) designated to assist a participant in distress or unable to be accounted for during a scenario. Two (2) of the individuals in the RIT team will be masked while there are personnel inside the burn building. A charged hose line will be with the RIT team. Additional equipment should include but not limited to: Stokes basket, 100' rescue rope, irons marriage set, flashlights. RIT must be in place while the fires are being initially ignited or stoked.

G. **Emergency Medical Services Provider** – A minimum of one individual possessing at least an American Red Cross Emergency Response or Pennsylvania Department of Health First Responder with Adult CPR and possessing the necessary equipment appropriate for their certification level. This individual may be a participant, but may not participate in ANY other aspect of the scenario when acting in this role. Participants may “swap-out”, but the one replacing must meet the minimal requirements. EMS equipment is not supplied by the LCFA. If companies wish to have an ambulance on standby, it is their responsibility to establish that and cover any and all costs involved. **The EMS provider must assess vital signs (blood pressure, pulse, and breathing rate) of all who participate in interior operations. The baseline vitals will be taken prior to the start of the training session and after each evolution. The EMS provider has the right to hold individuals, who exhibit abnormal vital signs, from further evolutions until said vital signs return to a normal state. Those who partake in exterior only operations during an evolution do not need to have vital signs assessed.**

### Student Requirements

Personnel taking part in “interior” live burn evolutions must meet minimum requirements in order to participate. These requirements are necessary to protect you, your company, and the LCFA.

- Personnel must be a member of the fire company participating in the training
- The fire company must be a member in good standing of the LCFA
- Personnel must be 18 years of age to participate in **interior** live fire evolutions
- Personnel as part of the interior group, must wear long sleeves and long pants
- Personnel entering the building when any form of combustion is taking place must be attired in full protective clothing including bunker coat, pants, helmet, gloves, hood and SCBA with PASS device

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- No personnel shall enter the building alone while combustion is taking place
- Have completed one of the following firefighting trainings:
  - Basic Firefighting and Advanced Firefighting
  - IFSTA Essentials of Firefighting
  - Delmar Essentials of Firefighting Module 4
  - Fire fighter 1 certification (IFSAC or Pro-Board)

For all support personnel, acting incident commanders, acting safety officers and junior firefighters, a minimum of head, eye (helmet face shield is not acceptable), hand and foot protection is required during all evolutions, however, full protective gear is recommended. There are no minimum training requirements for support personnel or junior firefighters who are acting in exterior capacities.

**All personnel participating in interior operations during each evolution must report to the EMS provider after each evolution. Each person must remove personal protective equipment (pants and boots can be excluded) and have vital signs assessed. There will be a minimum of a twenty (20) minute 'cool down' period prior to participating in another evolution. Those who's vital signs do not meet 'normal' state as determined by the EMS provider will be withheld from future evolutions until the vital signs are of a normal state.**

## Junior Firefighters

Junior firefighters may not enter the burn building during fire evolutions. Juniors will not be counted as part of the total number of participants and cannot act as an Incident Commander, Safety Officer or be a part of the RIT team. All junior firefighters must comply with the regulations set forth within the *Pennsylvania Junior Emergency Services Compliance Manual*. These manuals are available through the LCFA headquarters and the offices of Pennsylvania State Senators and Representatives.

Junior firefighters will be allowed to enter the burn building for preparation of the initial burn and for clean up procedures once all fire has been thoroughly extinguished. If a junior fire fighter possesses a certification of an EMT or has minimum training as listed in the Emergency Medical Services Provider section, a junior fire fighter may act in that capacity as long as he/she does not go beyond their scope of training.

## Personnel Accountability Report (PAR)

**Personal Accountability Report (PAR) checks are to help the Incident Commander and the Safety officer with managing accountability during training evolutions. A PAR check shall be instituted and transmitted at the following benchmarks:**

- Prior to attack team entry
- Any report of a trapped or missing firefighter
- Any sudden hazardous event or mayday
- Upon receipt of lapsed time in communications
- Upon exit of the structure

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At the conclusion of each evolution  
At the discretion of the Incident Commander

## Fire Ignition and size

Burns may only be performed in the designated rooms and in the provided cribs. **The cribs will be set in the center of the burn rooms; but, can be moved within the burn room towards the walls. If setting them towards the walls, a minimum of two (2) feet must be between the walls and the crib.**

No outside materials may be brought in by companies to burn without prior approval from the LCFA. Wood pallets and hay will be provided. Excelsior may be used but will not be provided by the LCFA. No gasoline or other flammable / combustible liquids may be used.

RIT must be in place with 2 personnel masked and a charged hose line when initial ignition is to take place. A charged safety hose line will be in placed **by the exterior stairway on side D, with the nozzle on the top landing and the remaining hose coiled at the bottom of the stairs. LCFA representative will assure that the hose does not interfere with egress from the building. The hose will be connected to and supplied from the fire hydrant at that corner or supplied by a secondary engine.**

A maximum of three (3) whole pallets may be used **in the first floor fire room** at one time. **The second floor fire room will use either one (1) or two (2) pallets, as determined by the company officer in charge. Use approximately one half (1/2) bale of hay for each fire. More may be used if ignition of materials is difficult.** Materials (pallets and hay) may be stored outside of the burn room as long as it does not interfere with the access to and egress of the burn rooms and egress paths from the building. Only store enough materials as your plan calls for.

## Water Supply

The attack pumper must have a minimum of a 500 gallon water tank. This number reflects the minimum water supply needed for the burn room sizes plus 50% in reserve for each burn evolution. An 82,000 gallon cistern is available on site with attached hydrant system. This system is capable of pumping water **at a rate of** 1000 gallons per minute.

It is recommended that a minimum of two (2) engines be used to operate the four (4) required hose lines. One engine is to handle the attack and backup lines and the other engine is to have the RIT and safety lines. **The fire hydrant by the A/D corner** may be utilized as **an exclusive** supply for the RIT and safety hose lines.

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If companies wish to utilize tankers in lieu of or to supplement the hydrant system, it is the company's responsibility to request tankers from other companies if they do not possess one.

## Clean up procedure

Immediately following the last evolution, the fire will be completely extinguished and all debris will be swept to the window and door towards side C of the burn building. All debris will be removed to the outside for disposal into a dumpster. All rooms will be washed down towards the scuppers. Wheelbarrows, brooms and other cleanup items (minus hose lines and water) will be provided by the LCFA. Any excess, unburned material will be removed from the building and placed back into the storage building.

The onsite LCFA representative can assign other cleanup duties pertaining to the burn building and immediate grounds surrounding the building as needed. The LCFA representative must give final approval of cleanup prior to any companies leaving the training ground.

## Training Props

The following props are available in the burn building for use by companies:

1. **Forcible Entry Simulator** – The prop is located on side A of the building and can be used in conjunction with live fire evolutions. It is only designed for use with conventional forcible entry tools (irons marriage set). Saws will not be used to cut the door or hinges. No tools will be used on the hinges.
2. **Ceiling Breach Prop** – The prop is located on the first level off the main entrance and can be used in conjunction with live fire evolutions. The prop requires drywall sheets and must be replaced after each use. Ceiling breach exercises can only be done in this area. **The LCFA will supply the drywall sheets for this prop.**
3. **Rappelling Eye** – Prop is located on second floor, side A overtop of the left side window. This prop will not be used during live fire evolution.
4. **Roof Ventilation Simulator** – located on both A and C sides of the building. Roof ladders must be used when personnel are on the roof. Only exception is if the roof simulator is being accessed via aerial ladder/platform device. Roof covering must be replaced prior to the company leaving the premises. **The LCFA will supply the plywood sheets for this prop.**
5. **Floor Breach prop** – Located on second floor directly above the ceiling breach prop. **This cannot be utilized during live fire evolutions.**



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## Reserving the Building

The burn building can be reserved by calling the LCFA headquarters at 717-560-6530 or faxing a request form to 717-560-6531. A minimum of thirty (30) business days notice prior to the training date is required. Any requests after the thirty business day time period prior to the event will be denied. Required forms will be sent to the fire company to distribute to their members. Forms will have required return dates on them.

## Disciplinary Actions

Any fire company who violates the rules of the burn building, **facial hair policy, or rehabilitation guide** as set forth by the LCFA will have their privileges revoked by the LCFA Board for a period of ninety (90) days for the first offense. Any violation(s) for a second time within one (1) year of the end of the first offense, the fire company will have privileges revoked by the LCFA board for a period of one (1) year. Depending upon severity of the situation, the LCFA board may revoke the use of the rest of the fire training grounds for the same amount of time. **Decisions rendered by the LCFA Executive and Advisory boards will be deemed final.**

Any damages incurred to the burn building, **surrounding grounds, or any other property damage** that is deemed a negligent act or omission will be the responsibility of the organization **or organizations utilizing the grounds** to pay for replacement and/or repair. The LCFA **Executive and Advisory boards will have** final determination as to whether it was a negligent act.

## Scheduling Policy for LCFA Live Burn, 2226 Pequea Lane

All training must be scheduled 30 days in advance. Training requests must be submitted in writing by mail or email to [fireinv37@aol.com](mailto:fireinv37@aol.com) and [gleaman@lafd.org](mailto:gleaman@lafd.org)

It must be stated in writing who is responsible for the cost of the required stand-by EMS service. Are you providing the required coverage or do we need to schedule coverage (at a charge)?

## Cancellation Policy

To cancel a previously scheduled live burn exercise, notification must be given 7 days prior to the scheduled event. If the cancellation is less than 7 days prior to the event the scheduler will be responsible for all fees (EMS, Burn Techs and others) at a minimum of four hours.

Note: As of this date LCFA will pay for the EMS stand-by and Burn facilitators, this is subject to change at any time.

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## Lancaster County Firemen's Association Pequea Lane Fire School - Student Liability Form

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ MIDDLE INITIAL: \_\_\_\_\_

AGE: \_\_\_\_\_ BIRTHDATE: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIPCODE: \_\_\_\_\_

COUNTY: \_\_\_\_\_ BORO/TWP: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

FIRE ORGANIZATION: \_\_\_\_\_

ORGANIZATION ADDRESS: \_\_\_\_\_

CITY/STATE/ZIPCODE: \_\_\_\_\_

IS ORGANIZATION COVERED BY WORKMAN'S COMPENSATION? Y / N

**Note: Damages incurred on any or all company level training conducted at the Lancaster County Fire School in Lancaster County Pennsylvania, will be the responsibility of the participant's organization or the participant to pay for the replacement and/or repair costs.**

**This application releases the Lancaster County Firemen's Association and Lancaster County Fire School from liability claims for damages, for any and all injuries and/or deaths which may occur, to all persons using the Lancaster County Fire School property and/or equipment will be reported immediately to the Fire School Director or appropriate designee. Any damage to Lancaster County Fire School property and/or equipment which is caused by negligent act or omission will be the responsibility of the organization listed on this application.**

I (student name) \_\_\_\_\_ read the Lancaster County Fire School student liability form and understand what I read.

Dated: \_\_\_\_\_

SIGNED: \_\_\_\_\_

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## LANCASTER COUNTY FIREMEN'S ASSOCIATION PEQUEA LANE FIRE SCHOOL - BURN BUILDING RESERVATION

LEAD ORGANIZATION: \_\_\_\_\_ PHONE: \_\_\_\_\_

DATE REQUESTED: \_\_\_\_\_ TIME OF TRAINING: \_\_\_\_\_

ORGANIZATIONAL CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

TYPE OF TRAINING TO BE CONDUCTED: (CHECK ALL THAT APPLY)

LIVE FIRE ( ) ROOF SIMULATOR ( ) FORCIBLE ENTRY SIMULATOR ( )

CEILING BREECH PROP ( ) RAPPELLING EYE ( ) CISTERN/DRAFT PIT ( )

CISTERN/HYDRANT SYSTEM ( ) DRAFTING PIT ( )

OTHER (SPECIFY): \_\_\_\_\_

OTHER ORGANIZATIONS TAKING PART: \_\_\_\_\_

ORGANIZATIONAL OFFICER IN CHARGE: \_\_\_\_\_

BURN FACILITATOR (LIVE BURN ONLY): \_\_\_\_\_

DOES ORGANIZATION(S) NEED USE OF ON SITE AIR SYSTEM? Y / N

APPROXIMATE NUMBER OF PARTICIPANTS: \_\_\_\_\_

ARE ALL PARTICIPANTS COVERED BY WORKER'S COMPENSATION? Y / N

**This application releases the Lancaster County Firemen's Association and the Lancaster County Fire School from liability claims for damages, for any and all injuries and/or deaths which may occur, to all persons using the Lancaster County Fire School property and/or equipment will be reported immediately to the Fire School Director. Any damage to Lancaster County Fire School property and/or equipment which is caused by a negligent act or omission will be the responsibility of the organization(s) listed on this application.**

**I have read and understand the live burn policy as set forth by the Lancaster County Firemen's Association and will abide by the rule and regulations as written.**

LEAD ORGANIZATION OFFICIAL'S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

INTERNAL USE ONLY

DATE RECEIVED:

LCFA REPRESENTATIVE ASSIGNED:

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## LANCASTER COUNTY FIREMEN'S ASSOCIATION PEQUEA LANE FIRE SCHOOL - BURN FACILITATOR APPLICATION

NAME: \_\_\_\_\_ AGE (COPY OF PROOF): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER (HOME and/or CELL): \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

MEMBER COMPANY: \_\_\_\_\_

NAME OF FIRE CHIEF: \_\_\_\_\_

PHONE NUMBER OF FIRE CHIEF: \_\_\_\_\_

IS MEMBER COVERED BY WORKER'S COMPENSATION? YES / NO

MONTH AND YEAR MEMBER STARTED IN THE FIRE SERVICE: \_\_\_\_\_

<b>MINIMUM REQUIREMENTS:</b>	<b>ATTACH COPY</b>
26 YEARS OF AGE & 8 YEARS EXPERIENCE INTERIOR FIREFIGHTER	_____
INCIDENT SAFETY OFFICER	_____
IFSAC/PRO-BOARD FIREFIGHTER 2 CERTIFICATION or	_____
JOURNEYMAN STATUS FROM PA DEPT OF LABOR or	_____
BASIC AND ADVANCED FIREFIGHTING/STRUCTURAL BURN SESSION or	_____
ESSENTIALS OF FIREFIGHTING/STRUCTURAL BURN SESSION	_____

I hereby declare that (name) \_\_\_\_\_ is a member in good standing with (fire company) \_\_\_\_\_, meets the minimum requirements, and is capable of handling the responsibilities of a burn facilitator for the LCFA Pequea Lane fire school. I have read and understand the live burn policy as set forth by the Lancaster County Firemen's Association and will abide by the rule and regulations as written.

\_\_\_\_\_  
FACILITATOR CANIDATE

\_\_\_\_\_  
FIRE CHIEF

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

**INTERNAL USE ONLY**

DATE RECEIVED:

ORIENTATION SEMINAR:

APPROVED BY LCFA BOARD: