

LIVE FIRE EVOLUTION SAMPLE 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

PREBURN PLANNING.

- ___ 1. Preburn plans made, showing the following:
 - Site plan drawing, including all exposures
 - 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 acquired structure/live fire training structure/burn prop 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

TRAINING STRUCTURE PREPARATION.

- ___ 1. Training structure inspected to determine structural integrity
- ___ 2. All utilities disconnected (acquired structures 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. Training structure 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

FIGURE B.1

Sample Checklist for Procedures for a Live Fire Evolution.

LIVE FIRE EVOLUTION SAMPLE CHECKLIST *(continued)*

- ___ 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

PREBURN PROCEDURES.

- ___ 1. All participants briefed:
 - Training structure layout
 - Crew and instructor assignments
 - Safety rules
 - Training structure 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 (SCBA)
 - Adequate SCBA air volume
 - All equipment properly donned

POSTBURN PROCEDURES.

- ___ 1. All personnel accounted for
- ___ 2. Remaining fires overhauled, as needed
- ___ 3. Training structure inspected for stability and hazards where more training is to follow (*see Training Structure Preparation*)
- ___ 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 live fire training structure
 - Acquired structure release
 - Student training records
 - Certificates of completion
- ___ 6. Building and property released to owner, release document signed

RELEASE FORM

Having agreed with the Building Official, City of _____, that a structure owned by me and located at _____ is unfit for human habitation and is beyond rehabilitation, I further agree that the structure should be demolished. In order that demolition may be accomplished, I give my consent to the City of _____ to demolish, by burning or other means, the said structure.

I further release the City of _____ from any claim for loss resulting from such demolition.

Fire Department _____
Address _____
City, State _____
Date _____
Owner/Agent _____
Owner/Agent _____
Witness _____

FIGURE B.1
Continued