



STEBEN COUNTY OFFICE OF EMERGENCY SERVICES

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Steuben County Guidelines For Live Fire Training

This guideline is intended to assist local fire departments; it is not intended to be an approval to burn or conduct live fire training evolutions. Local fire department Officials hold all liability based upon local jurisdictional authority. Steuben County shall not be held liable for any claim based upon the good faith exercise or performance or the good faith failure to exercise or perform a function or duty on the part of any officer or employee.

Legal Authority:

- All fire training must comply with New York State Department of Environmental Conservation regulation 6 NYCRR Part 215.3 entitled *Open Fires* available at <http://www.dec.ny.gov/regs/4261.html>.
- All live fire training shall be conducted in accordance to the National Fire Protection Association (NFPA) Standard 1403, *Standard on Live Fire Training Evolutions, 2007 edition* available from <http://www.in.gov/dhs/files/nfpa1403.pdf>.
- Specific procedures, pertaining to compliance with NFPA 1403, will be available for each State fire training course. The Office of Fire Prevention and Control will provide these procedures to state fire instructors, municipal training officers and county fire instructors at the time of instructor authorization. The use of acquired structures for live fire training is strictly prohibited in State fire training courses.

From 6 NYCRR Part 215.3:

(j) Fire training, including firefighting, fire rescue, and fire/arson investigation training, performed under applicable rules and guidelines of the New York State Department of State's Office of Fire Prevention and Control. For fire training performed on acquired structures, *the structures must be emptied and stripped of any material that is toxic, hazardous or likely to emit toxic smoke (such as asbestos, asphalt shingles and vinyl siding or other vinyl products) prior to burning and must be at least 300 feet from other occupied structures. No more than one structure per lot or within a 300 foot radius (whichever is bigger) may be burned in a training exercise.*

Recommendations:

1. Work with your Deputy Fire Coordinator to establish a Mutual Aid training environment if applicable.
2. An established Training Plan will be completed and signed off by all agencies participating in the training.
3. An established Safety Plan will be completed and signed off by the Incident Commander of the training exercise.

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4. A Safety Officer will be designated, and used on the day of the burn.
5. The fire department with jurisdictional authority will ensure that “The instructor-in-charge shall have received training to meet the minimum job performance requirements for Fire Instructor I in NFPA 1041, *Standard for Fire Service Instructor Professional Qualifications*,” as per NFPA 1403 Chapter 4, Section 4.6.1
6. As listed in **6NYCRR Part 215.3** the home owner and fire department must assure that “the structure is emptied and stripped of any material that is toxic, hazardous or likely to emit toxic smoke.” This should include but not be limited to; asbestos, asphalt shingles, vinyl siding, PVC plumbing, tires, furniture, trash or rubbish and other reasonable vinyl products.
7. Complete the “Live Fire Evolution Checklist” provided as **Attachment A** of this document.
8. Complete “Steuben County Agreement to Burn a Building” Form. **Attachment B**
9. Insure all Utilities have been disconnected.
10. Local Code Enforcement should provide the department with a structural inspection *if structure is to be used for Interior Operations*.
11. Notify DEC ENCON for a visual inspection prior to completing any live fire training.
 - a. **DEC Law Enforcement at Avon 585-226-2706**
12. Submit all documentation to the Coordinators Office before completing any live burn.

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Appendix-A

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. Contact DEC Avon for Property Review
- 3. Permission obtained to utilize fire hydrants
- 4. Notification made to the 911 Center 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

B.2 Preburn Planning.

- 1. Preburn 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 hoselines
- 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

B.3 Building Preparation.

- 1. Building inspected to determine structural Integrity (*If Interior Operations will be conducted*)
- 2. All utilities disconnected (acquired buildings only)
- 3. Highly combustible interior wall and ceiling coverings removed
- 4. All holes in walls and ceilings patched (*If Interior Operations will be conducted*)
- 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 (*If Interior Operations will be conducted*)
- 8. Doors checked and operated, opened or closed, as needed (*If Interior Operations will be conducted*)
- 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.
- 13. Unnecessary inside and outside debris removed
- 14. Porches and outside steps made safe

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- 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

B.4 Preburn Procedures.

- 1. All participants briefed:
 - Building layout
 - Crew and instructor assignments
 - Safety rules
 - Building evacuation procedure
 - Evacuation signal (demonstrate)
- 2. All hoselines 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

B.5 Post-Burn Procedures.

- 1. All personnel accounted for
- 2. Remaining fires overhauled, as needed
- 3. Building inspected for stability and hazards eliminated.
 - Where more training is to follow (*see Section B.3, Building 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 training center burn building
 - Acquired building release
 - Student training records
 - Certificates of completion
- 6. Building and property released to owner, release document signed

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ATTACHMENT-B
STEUBEN COUNTY OFFICE OF EMERGENCY SERVICES

AGREEMENT TO BURN BUILDING

This agreement is made this _____ day of _____, 20____, between the
_____ Volunteer Fire Department, _____, New York,

hereafter referred to as the Fire Department; and _____,
hereafter referred to as landowner.

WITNESSETH:

Whereas, landowner is the owner of a certain parcel of real estate more particularly described by deed, a copy of which is attached hereto and marked "Annex A", and

Whereas, there exists upon said land of landowner an unoccupied, uninsured building which landowner desires to be demolished or removed, and

Whereas, the Fire Department is willing to destroy said building by fire and use the demolition as firefighting practice and training, and

Whereas, the parties desire to enter into an agreement upon the terms and conditions of such a demolition.

Now, therefore, the parties hereby covenant and agree as follows:

1. Landowner hereby gives permission to the Fire Department to totally destroy by fire the building upon landowner's premises briefly described as follows:

ADDRESS: _____

2. The Fire Department agrees to destroy said building by fire and to provide close supervision and fire containment during the training session.

3. Landowner grants the Fire Department an easement upon and over the subject lands to allow the Fire Department personnel and machinery and equipment to perform the function of destroying said building by fire during training.

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4. The Fire Department agrees to use reasonable care in the conduct of the demolition during fire training.

5. Landowner hereby waives any claims which may arise or accrue to landowner as a result of the actions of the Fire Department upon landowner's premises.

6. Landowner agrees to hold the Fire Department harmless from any claims arising out of the condition of the land and any actions of the Fire Department or its agents resulting from the planned demolition/training session.

7. Landowner specifically warrants that there is no fire insurance upon the premises and that No claim for fire insurance recovery will be made as a result of this demolition by fire.

8. Demolition shall be conducted on the _____ day of _____, 20____.

In agreement whereof, the parties have signed their names on the date first above written.

_____ Volunteer Fire Department

BY _____

LANDOWNER

WITNESS

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