

HAMBURG TOWN FIRE CHIEF'S ASSOCIATION
LIVE BURN TRAILER
STANDARD OPERATING GUIDELINE
Revised 1/27/2014

Statement:

The purpose of the Hamburg Town Fire Chief's Association (HTFCA) and its Training and Standardization Bureau is to assist the HTFCA fire departments or affiliates in providing well-trained firefighters. Firefighter Safety is the highest priority of all fire departments. To provide a safe training environment for the firefighters is the goal of this SOG. All fire department personnel should participate in live fire training either as interior or exterior firefighters. The NFPA (National Fire Protection Association) has standards that assist in establishing guidelines for Live Fire Evolutions. NFPA 1403 Standard on Live Fire Training will be adhered to as the base standard in all live fire training evolutions for this Standard Operating Guideline.

****Note: Any mention or reference to the phrase "Fire Department" is also understood to include "Fire Company" or "Fire Association".***

Purpose:

Live Fire training should accomplish the following goals:

- Improve firefighter competencies.
- Reduce civilian casualties.
- Improve training capability of the HTFCA Fire Departments or affiliates.
- Contribute to a continuation of an effective volunteer fire service.
- Reduce property loss and business interruption resulting from fire.

Requirements:

The Live Burn Trailer is currently housed at the Hamburg Village Fire Department's (HVFD) training center located at their Union Street station. This burn trailer will be governed by the HVFD in conjunction with the Hamburg Town Fire Chief's Association's Training and Standardization Bureau.

With this being stated, the HTFCA Training and Standardization Bureau shall establish a cadre of "Training Officers" for the live burn facility. These Instructors will act as the "Lead" instructors for the live burn facility. The requirements for these instructors are listed in the appendix. Each Town Fire Department shall also designate at least one firefighter as their "Live Burn Training Officer" (LBTO) for the live burn facility. These

firefighters will be designated as “Assistant” instructors. The requirements for these instructors will also be listed in the appendix. Both the “Lead” and “Assistant” instructors must have received formal training in delivering firefighter and fire training information as prescribed in the appendix of this SOG. These instructors must have received further instruction in “Live Fire Training” as prescribed in the appendix of this SOG.

After each fire department’s Chief has selected a LBTO, each Chief Officer will certify, in writing to the HTFCA Training and Standardization Bureau that the named LBTO meets the qualifications prescribed in the appendix of this SOG. This certification shall be done on a yearly basis. Once this is completed, each LBTO will receive further information and training from the HTFCA Training and Standardization Bureau regarding the “Live Burn Trailer” and training facility.

All participating fire departments shall receive a copy of the HVFD SOG on the Live Fire Training Facility along with a copy of the HTFCA SOG on the Live Fire Training Facility. The HTFCA recommends that all participating fire departments develop their own SOG for live fire training that includes both the HVFD and HTFCA SOG, yet is still tailored to each individual department’s needs.

Responsibilities:

It has been determined by the HTFCA Training and Standardization Bureau that each participating fire department shall have responsibilities in the use of the “Live Fire Training Facility”. These responsibilities are listed below, but are not limited to these responsibilities listed. Common sense and SAFETY shall prevail at all training evolutions!!

Any department or organization using the “Live Burn Training Facility” will adhere to the following rules:

- Will have a HTFCA “Lead” Instructor and at least three (3) “Assistant” Instructors, for a total of four (4) instructors present during all evolutions.
- Supply all of the class “A” live burn materials necessary for all evolutions.
****Note: The class “A” materials are limited to wood pallets, hay or straw only. NO furniture or furniture cushions of any kind.***
- Shall have a “Safety” and “Accountability” Officer on the training ground at all times and also have adequate EMS personnel and equipment (AED, O2) on the training grounds at all times.
- Provide 2 fire engines (pumpers) for operation during live burn evolutions. If a department cannot provide 2 engines, they should work with mutual aid companies to provide the additional engine and further intercompany trainings.

- Water Supply Procedures for the burn trailer will be as follows:
 - One (1) engine will connect to the hydrant in the parking lot along Union St. opposite the West End Hotel. This engine shall supply the attack line and the backup line.
 - Second engine will supply the safety or instructor line. If this engine has a tank capacity of 750 gallons or more it will not need to connect to a secondary hydrant. If the second engine capacity is less than 750 gallons it will need to connect to a secondary hydrant located on Scott St.
 - A “plug” line **WILL NOT** be considered sufficient for the instructor or safety line, or any hose lines being operated during the live fire training.
 - The Lead Instructor shall ensure that all water supply is sufficient and both engines have a full tank at the start of each evolution.
- Leave the facility clean – regardless of the condition the facility was found. If the facility was found in a less than clean condition, it shall be reported to the facility Coordinator or the “Lead” Instructor.
- Report any and all “problems”, concerns, or damages in writing to the facility Coordinator or “Lead” Instructor.
- Remove and dispose of all used burn materials after the training session.
- Follow the scheduling procedure for use of the facility. If a department wishes to use the facility, they shall contact the HVFD Training Officer. If this person is not available, they shall contact the facility Coordinator or the HVFD First Assistant Chief.
- All firefighters participating in the interior “Live Burn” evolution shall be certified as interior firefighters for their department. These firefighters shall have completed the Firefighter 1 course or its equivalent. The Chief of the department using the facility shall certify that these firefighters meet these requirements.
- All firefighters participating in the live burn evolution shall comply with the HTFCA Respiratory Protection Policy which stipulates the use of a FAS Team or Rapid Intervention Team, and also deals with SCBA use during evolutions at the Live Burn Facility. (A minimum of Two (2) members designated as FAST)
- The “Lead” Instructor or “Assistant” Instructors will have the final determination on the firefighter’s eligibility to enter the “Live Burn Trailer”. The “Lead” or “Assistant” Instructors shall have overall command of the burn facility and shall have the ability to modify or terminate any evolution or activity at their discretion.

Scheduling:

The HTFCA in conjunction with the HVFD will designate a “Live Burn Facility” Coordinator to oversee all of the operations of the “Live Burn Facility”. These duties shall include but are not limited to the following:

- Scheduling of the facility shall be handled by the facility Coordinator or his/her designee.
- Maintenance and repairs of the facility shall be handled and directed by the facility Coordinator.
- A log of the use of the facility shall be maintained by the Coordinator for a report to be filed with the HTFCA Training and Standardization Bureau and the HVFD. This is to facilitate the ability of the HTFCA Training and Standardization Bureau or the HVFD to contact any department that has used to facility and left same in disrepair or damaged. Also to maintain a maintenance record for the facility.
- Any problems, questions, or concerns with this facility can be directed to the Coordinator.

Other Concerns:

In order to ensure that all of the Instructors involved with the HTFCA Training and Standardization Bureau and or the HVFD Training Bureau are covered under the Town of Hamburg Mutual Aid agreement, it is recommended that the Chief of each department that has an instructor involved in these bureaus give written permission yearly, to the HTFCA, for these instructors to participate in any training evolutions at this facility. Also, the Chief of the department that has instructors involved in this bureau should allow these instructors to submit a training sheet at their department each time they act as an instructor. This will allow these instructors to be covered by the Volunteer Fireman’s Benefit Law (VFBL) in case of injury to them while at the training facility. This written permission and sign in sheet will also allow for participating fire departments that do not have firefighters that meet the qualifications for “Lead” or “Assistant” Instructors, to use the cadre of instructors established by the HTFCA.

It shall be understood by all participating fire departments that fines may be levied by the HTFCA if the facility and buildings are damaged and not cleaned after any and all evolutions or use. These fines will be used for the facility and burn trailer maintenance. In addition, the HTFCA may also in the future, require all participating fire departments to contribute a user fee or assist in the payment of any repair costs.

Since the burn trailer is adjacent to a residential neighborhood, it is highly recommended that the smoke from the facility be dissipated as efficiently as possible. We all need to be good neighbors if the facility is to remain in use.

All participating fire departments using the “Live Burn Trailer” and associated facilities will be training under the Town/Village of Hamburg’s Mutual Aid Agreement and will be covered under the VFBL and the Town/Village of Hamburg’s workman’s compensation.

It is understood and agreed upon that no participating fire department or firefighter shall hold the Village of Hamburg, the HVFD, the HTFCA, the Town of Hamburg, or any of the instructors afore mentioned in this SOG, liable for any injuries sustained while training at the HVFD training facilities, or while using any of the equipment housed and/or owned by the afore mentioned organizations.

It shall be the policy of the HTFCA to have the “burn trailer” inspected and certified, by a qualified engineer, every five (5) years to ensure that the facility is in a good and safe condition to conduct the live fire training.

**HAMBURG TOWN FIRE CHIEF'S ASSOCIATION
LIVE BURN TRAILER
STANDARD OPERATING GUIDELINE
APPENDIX**

**Note – ALL Instructors, Lead or Assistant will attend yearly recertification training on the HTFCA Burn Trailer and Burn Trailer SOG to include training burns to verify competence and ability to conduct live fire training.*

Qualifications for Lead Instructor:

- Fire Service Instructor I or its equivalent as deemed appropriate by the HTFCA Training and Standardization Bureau.
- A member in good standing of his/her fire department certified in writing by the Chief of that department submitted yearly to the HTFCA Training and Standardization Bureau no later than the February meeting of HTFCA.
- Currently certified as an interior firefighter complete with an interior firefighter physical. Verified in writing by the Chief of their department, submitted to the HTFCA Training and Standardization Bureau yearly.
- Shall have completed a FF1 course or its equivalent as deemed appropriate by the HTFCA Training and Standardization Bureau.
- Shall have completed a Firefighter Survival course or its equivalent as deemed appropriate by the HTFCA Training and Standardization Bureau.
- Shall have completed a FAS Team operations course or its equivalent as deemed appropriate by the HTFCA Training and Standardization Bureau.
- Shall have completed the NYS Office of Fire Prevention and Control's course on live fire evolutions, Live Fire Training or its equivalent.
- These instructors shall be well versed in firefighting tactics and shall have a thorough knowledge of fire behavior, along with a minimum of six (6) years of firefighting experience. These instructors shall preferably be or have been a company Training Officer or Line Officer.
- All instructors shall be recommended by the Chief of their department and be confirmed and designated as a Lead Instructor by the HTFCA Training and Standardization Bureau.

**Note: All "Lead Instructors and their credentials shall be resubmitted to the HTFCA Training and Standardization Bureau yearly, by the HTFCA February meeting.*

APPENDIX CONTINUED

Qualifications for “Assistant” Instructor:

- This instructor shall have a minimum of six (6) years in the fire service.
- This instructor shall have completed NYS Office of Fire Prevention & Control course “Principles of Instruction”.
- Shall preferably be a fire department Training Officer or Line Officer.
- Shall be well versed in firefighting tactics and fire behavior.
- Shall be a member in good standing in his/her fire department certified in writing by the Chief of that department and submitted to the HTFCA Training and Standardization Bureau yearly.
- Currently certified as an interior firefighter complete with an interior firefighter physical.
- Shall have completed a FF1 course or its equivalent as deemed appropriate by the HTFCA Training and Standardization Bureau.
- Shall have completed a Firefighter Survival course or its equivalent as deemed appropriate by the HTFCA Training and Standardization Bureau.
- Shall have completed the NYS Office of Fire Prevention and Control course on live fire training, Live Fire Training or its equivalent.
- All instructors shall be recommended by the Chief of their department and be confirmed and designated as an “Assistant” Instructor by the HTFCA.
- These “Assistant” Instructors will fulfill the requirements of each participating fire departments need to provide a “Live Burn Training Officer”. These instructors will not act as a Lead Instructor at the live fire training facility. They will operate under the guidance and direction of the Lead Instructor.
- Any “Assistant” Instructor who wishes to become a Lead Instructor shall meet the qualifications spelled out in this appendix. They shall then be recommended by their Chief and reviewed by the HTFCA Training and Standardization Bureau for promotion to Lead Instructor.

****Note: The “Assistant” Instructors and their credentials shall be submitted yearly in writing by the Chief of their department, to the HTFCA Training and Standardization Bureau, by the HTFCA February meeting.***