

# Live Fire Training Evolution Sample Checklist

TRAINING LOCATION: \_\_\_\_\_

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

## PERMITS, DOCUMENTS, NOTIFICATIONS, INSURANCE

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

## PREBURN PLANNING

- 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 areas
  - Location of ingress and egress routes for emergency vehicles
- Available water supply determined
- Required fire flow determined for the burn building and exposure buildings
- Required reserve flow determined (50 percent of fire flow)
- Apparatus pumps obtained that meet or exceed the required fire flow for the building and exposures
- Separate water sources established for attack and backup hoselines
- Periodic weather reports obtained
- Parking areas designed and marked:
  - Apparatus staging
  - Ambulances

- Police vehicles
- Press vehicles
- Private vehicles
- Operations area established and perimeter marked
- Communications frequencies established, equipment obtained

## BUILDING PREPARATION

- Building inspected to determine structural integrity
- All utilities disconnected (acquired buildings only)
- Highly combustible interior wall and ceiling coverings removed
- All holes in walls and ceilings patched
- Materials of exceptional weight removed from above training area (or area sealed from activity)
- Ventilation openings of adequate size precut for each separate roof area
- Windows checked and operated, openings closed
- Doors checked and operated, opened or closed, as needed
- Building components checked and operated:
  - Roof scuttles
  - Automatic ventilators
  - Mechanical equipment
  - Lighting equipment
  - Manual or automatic sprinklers
  - Standpipes
- Stairways made safe with railings in place
- Chimney checked for stability
- Fuel tanks and closed vessels removed or adequately vented
- Unnecessary inside and outside debris removed
- Porches and outside steps made safe
- Cisterns, wells, cesspools, and other ground openings fenced or filled
- Hazards from toxic weeds, hives and vermin eliminated
- Hazardous trees, brush, and surrounding vegetation removed
- Exposures such as buildings, trees and utilities removed or protected
- All extraordinary exterior and interior hazards remedied
- Fire "sets" prepared:
  - Class A materials only
  - No flammable or combustible liquids
  - No contaminated materials

**PREBURN PROCEDURES**

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

**POST-BURN PROCEDURES**

- All personnel accounted for
- Remaining fire overhauled, as needed
- Building inspected for stability and hazards where more training is to follow
- Training critique conducted
- 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
- Building and property released to owner
- Release document signed

**PREBURN COMMENTS:**

**POST-BURN COMMENTS:**

**PREPARED BY:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

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**VERIFICATION, NOTIFICATION, and ACKNOWLEDGEMENT**

**INSTRUCTOR-IN-CHARGE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**SAFETY OFFICER:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**AHJ:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_