

# HEARTLAND FIRE TRAINING



## LIVE FIRE TRAINING I.A.P.

**Name:**

**Date:**

**Submitted by:**

**Agency Name:**

## INSTRUCTIONS FOR CONDUCTING LIVE FIRE TRAINING

1. Meet with the HTFA Training Manager and obtain the HFTA Policies & Procedures Section 2.1-2.3. Present training objectives, level of qualifications of instructors and personnel to be trained (must be a minimum of NFPA 1001), and additional safety measures to be implemented.

2. Review and complete the following documents:

- A. HFTA Policy & Procedure 2.1 Safety Officer
- B. HFTA Policy & Procedure 2.2 Use of PPE
- C. HFTA Policy & Procedure 2.3 Live Fire Training
- D. HFTA Facility Use Agreement and Certificates of Insurance. (For non-JPA members).
- E. HFTA Live Fire Training Incident Action Plan (IAP).
  - ICS 201 (Plot Map & Floor Plan) Sketch in proposed engine, hose line, and live fire placement.
  - ICS 202 Incident Objectives. (Add objectives as needed to accomplish training outcomes).
  - ICS 203 Organization Assignment List.
  - Resource Ordered List.
  - ICS 205 Communications Plan.
  - ICS 206 Medical Plan.
  - HFTA Agreement Signature Form.
  - Pre-burn Checklist. (To be checked off the day of training).

3. Coordinate with HTFA Manager or designee.

4. Meet with HTFA Manager within 96 hours of training date and submit all documents for approval. Acquire HTF Manager's signature on IAP.

### *Actions to be Performed the Beginning of Each Day of Training*

5. Display instructor and trainee position rotations matrix on white boards and post in briefing area. Take photo of matrix and attach to the original IAP for filing.

6. Distribute copies of IAP to participants of training and conduct full briefing on training exercise and safety measures. Entire building layout walk through must be conducted, including operation of door and window latches.

7. Complete Pre-burn checklist immediately prior to conducting live fire training exercise.

# PRE-BURN CHECKLIST

Ensure Required paperwork has been completed and submitted to HTFA Training Manager.

## General Duties:

Call Heartland Dispatch (HCFA) and inform them of live fire training.

Obtain training channel(s) as needed.

## Assign Instructors (Use consistent ICS span of control) Positions marked with an \* must be filled.

\*Incident Commander (IC)

\*Safety Officer

\*Accountability (AO)

\*Ignition Officer

\*Rapid Intervention Crew (RIC)

Attack hose Line(s)

\*Attack line pump operator

\*Back up hose line(s)

\*Back up line pump operator

\*Ventilation Division (Hatch)

Other Instructors as needed

## Brief Instructors on responsibilities:

Accountability

Clothing, SCBA/PASS, and equipment inspections

Understanding tactical and training objectives

## Brief participants:

Safety rules

Building layout/walk through

Building evacuation procedure

Crew and Instructor assignments

Evacuation signal/demonstration

Obey all instructions and safety rules

ICS 201 MAP/SKETCH

1. Incident Name

2. Date Prepared

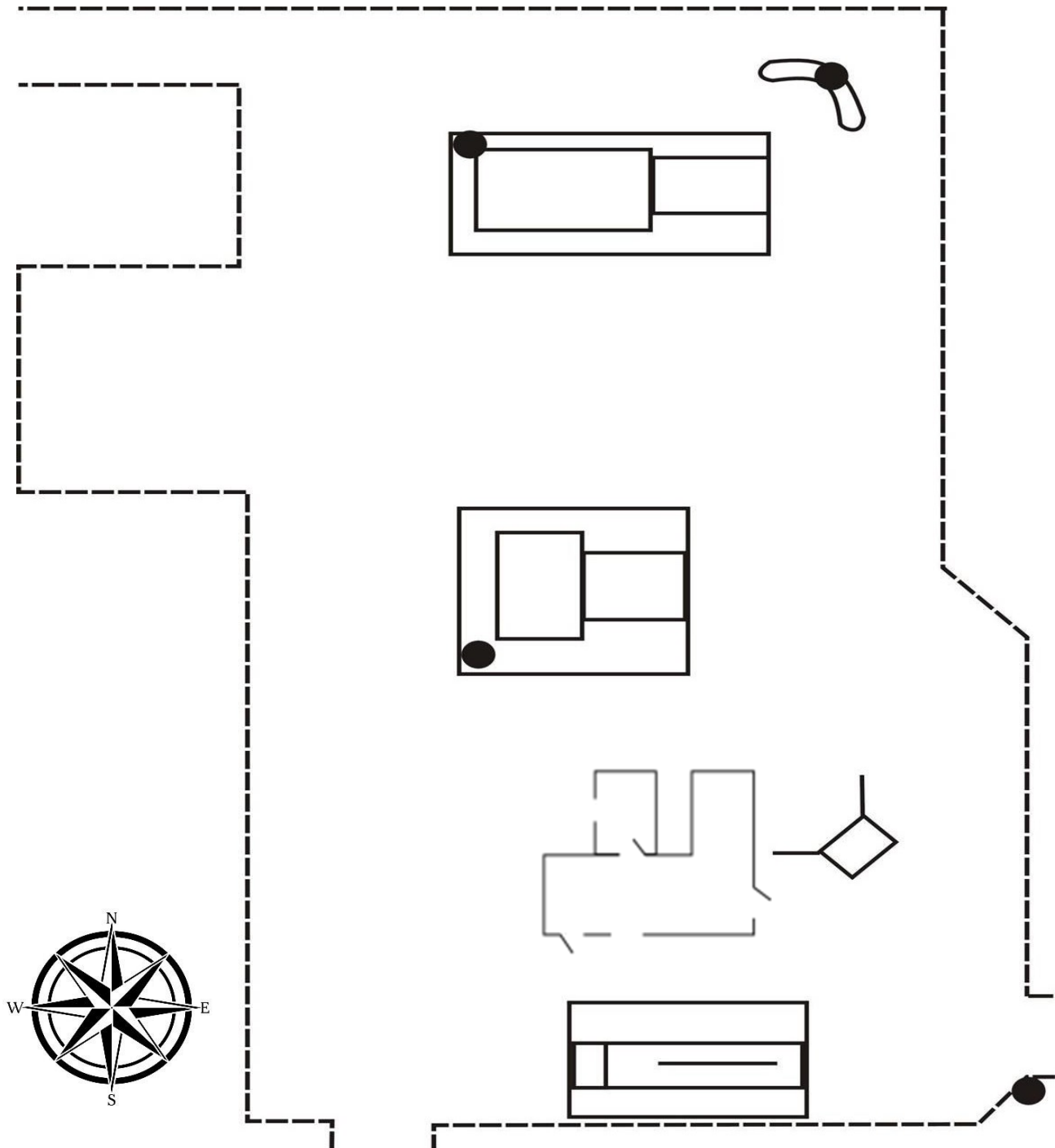
3. Time Prepared

6. Prepared By:

Rank:

Position:

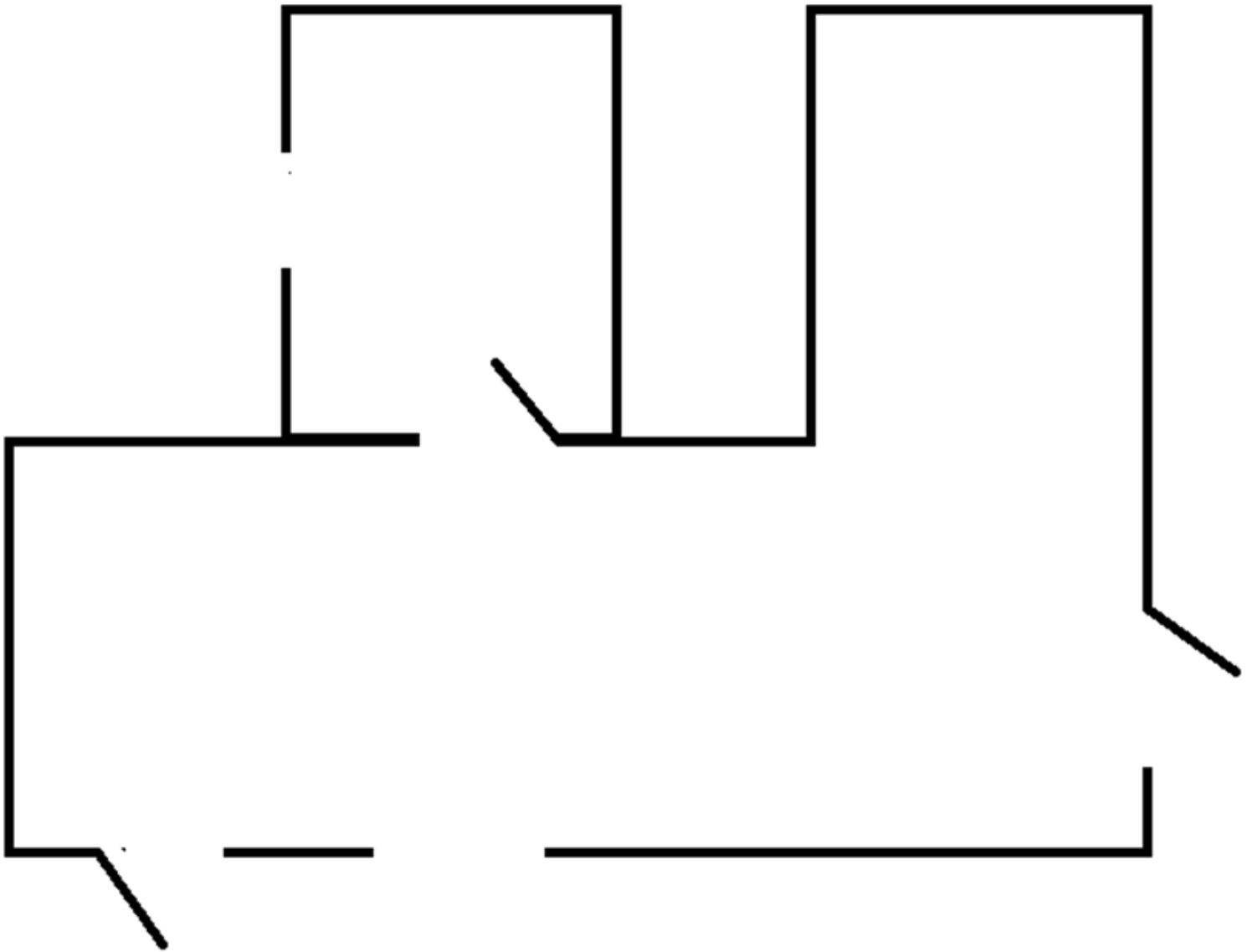
Signature:



ICS 201 MAP/SKETCH

1. Incident Name	2. Date Prepared

3. Time Prepared	6. Prepared By:
Rank:	Position:
Signature:	



**ICS 203 Organization Chart**

1. Incident Name	2. Date Prepared

3. Time Prepared	6. Prepared By:
Rank:	Position:
Signature:	

<b>Incident Command or Senior Instructor</b>

<b>Instructor in Charge or Primary Instructor</b>

Lead instructors	Accountability	Plans	Safety	Ignition

**GENERAL I.C. GUIDELINES**

Fill in as needed/appropriate

Positions may be added/deleted at the discretion of the Senior/Instructor-in-Charge

Attached additional organizational charts as needed

<b>Resources Ordered</b>	
1. Incident Name	2. Date Prepared

3. Time Prepared	6.Prepared By:
Rank:	Position:
Signature:	

<b>Resource</b>	<b>REQ Time</b>	<b>Checked in</b>	<b>Location</b>	<b>Notes</b>

**ICS 202 Incident Objectives**

1. Incident Name	2. Date Prepared

3. Time Prepared	7.Prepared By:
Rank:	Position:
Signature:	

**General Control Objectives for the Incident**

Participate in coordinated fire attacks including direct and indirect methods  
Develop the fundamental skills to safely combat fire under live fire conditions  
Observe and practice hose management and nozzle techniques  
All objectives practiced in a controlled environment with SAFETY as the priority  
Practice air management and firefighter survival skills.

**Weather Forecast for Operational Period (Attach print out as needed)**

**General Safety Message**

Do not become complacent  
Keep situational awareness at all times  
Be aggressive but provide for safety first  
Full PPE with SCBA when in IDLH at all times  
Stay Low and be mindful of thermal layering  
Ensure applicable work to rest cycles  
Limit exposure to fire room  
Watch for s/s of heat related stress of all personnel  
Stay Alert Remain Calm Think Clearly Act Decisively

**Attachments as needed**



ICS 205 Communications Plan	
1. Incident Name	2. Date Prepared

3. Time Prepared	7.Prepared By:
Rank:	Position:
Signature:	

Radio Type			
Group/Channel			
Function			
Assignment			
Frequency/Tone			
Remarks			

ICS 206 Medical Plan	
1. Incident Name	2. Date Prepared

3. Time Prepared	7. Prepared By:
Rank:	Position:
Signature:	

5. Incident Medical Aid Stations			
Medical Aid Stations	Location	Paramedics	
		Yes	No
Heartland Fire and Rescue Station 9	1301 N. Marshall, El Cajon	X	

6. Transportation			
A. Ambulance Services			
Name	Phone	Paramedics	
		Yes	No
AMR El Cajon	619-441-1621 / 911	X	
CSA Mutual Aid	619-441-1621/911	X	
B. Incident Ambulances			
Name	Paramedics		
	Yes	No	

7. Hospitals						
Name	Address	ETT	Phone	Helipad	Burn Center	
					Yes	No
Grossmont	La Mesa	10	465-0711	Y		X
Sharp (Trauma)	San Diego (area code 858)	10	541-3400	Y		X
UCSD (Burn)	San Diego	20	543-6222	Y	X	

**8. Medical Emergency Procedures**  
 Terminate drill immediately and mitigate emergency  
 Notify IC and Safety Officer of emergency  
 Assess and treat emergency with personnel on scene  
 If transport is needed, request resources through HCFA

# AGREEMENT

I have read, and fully understand and will comply with the Heartland Fire Training Facility (HFTA) Live Fire Training Policies and Procedures.

Incident Name:

Date of Live Fire Training:

\_\_\_\_\_  
Instructor-in-Charge (print)  
Primary Instructor

\_\_\_\_\_  
Rank

\_\_\_\_\_  
Department

\_\_\_\_\_  
Instructor-in-Charge (Signature)  
Primary Instructor

\_\_\_\_\_  
Rank

\_\_\_\_\_  
Date

\_\_\_\_\_  
Training Chief Officer (print)  
Senior Instructor

\_\_\_\_\_  
Rank

\_\_\_\_\_  
Department

\_\_\_\_\_  
Training Chief Officer (Signature)  
Senior Instructor

\_\_\_\_\_  
Rank

\_\_\_\_\_  
Date

\_\_\_\_\_  
HFTA Training Manager

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Date

