



Live Fire Training

PURPOSE

To establish standardized requirements, roles, and procedures for live fire training within the Central Zone. This document applies to all agencies, instructors, and students participating in live fire training at Heartland Training Facility (HTF) managed props, including the F-Box and the Dräger Phase 5 Burn Building.

BACKGROUND

To ensure compliance with the most current version of NFPA 1400 Standard on Fire Service Training, align with nationally recognized Train-the-Trainer best practices and provide a consistent, safe, and defensible framework. Furthermore, all classes under California State Fire Training (SFT) Fire Control 3 (FC3): Structural Firefighting will abide by the most current version, standard, and regulations as outlined in the curriculum.

GOVERNING STANDARDS AND REFERENCES (most current version of the documents below):

- NFPA 1400 – Standard on Fire Service Training (2026)
 - Chapter 5 – Training Facility Requirements: Establishing Policies and Standard Operating Procedures
 - Chapter 6 – Training Facility Requirements: Site and Infrastructure
 - Chapter 7 – Training Facility Requirements: Training Structures and Props – General
 - Chapter 8 – Training Facility Requirements: Live Fire Training Structures
 - Chapter 16 – Live Fire Evolutions: General
 - Chapter 21 – Live Fire Training: Reports and Records
- NFPA 1020 – Standard for Fire and Emergency Services Instructor, Fire Officer, and Emergency Medical Service Officer Professional Qualifications
- NFPA 1010 – Standard for Professional Qualifications for Firefighters
- Title 19, California Code of Regulations, Division 1- Chapter 13 California Fire Service Training and Education Program
- California Office of the State Fire Marshal: State Fire Training Procedures Manual

POLICY

1 Required Authorization and Documentation

1.1 No live Fire Training will occur without:

- Approval from the appropriate member or contract agency designated authority (e.g., Fire Chief, Training Chief, Burn Cadre Agency Lead), or an approved agreement from the Heartland Fire Training Authority (HTFA) for outside entity participation.



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- Approval from HTF Training Manager
 - A completed Incident Action Plan (IAP), in approved format, submitted by a qualified Instructor In-Charge (IIC) no less than 72 hours prior to the scheduled burn.
 - 1.1..1 FC3 specific IAP will be submitted in accordance with State Fire Training (SFT) policy and procedures.
 - 1.1..2 FC3 Burn Book will be submitted by the IIC in accordance with SFT policy and Procedures.

1.2 Questions relating to live fire training operations, instructor qualifications, or policy interpretation shall be directed to the Burn Cadre, HTF Training Manager, or the appropriate member or contract agency designated authority.

1.3 HTF will keep on file a list of qualified live fire instructors approved by each member or contract agency.

- Each member or contract agency shall be responsible for approving and validating an individual's qualifications.
- The qualified instructor list shall be reviewed annually.

1.4 Specific to the Dräger Phase 5 Burn Building

- No agency shall conduct live fire training within the Dräger Phase 5 Burn Building unless a minimum of one onsite instructor has successfully completed an approved HFTA train-the-trainer program.

1.4..1 Completion of the approved HFTA Train-the-Trainer program shall be documented on the agency's Qualified Live Fire Instructor list maintained by HTF

2 NFPA 1400 Chapter 16 – Live Fire Training Evolutions: General

2.1 To safely conduct live fire training operations, all personnel supervising, participating in, or supporting live fire training activities at HTF shall comply with the applicable provisions of NFPA 1400 – Standard on Fire Service Training, Chapter 16 Live Fire Training Evolutions.

3 Burn Cadre

3.1 The Burn Cadre shall provide oversight, coordination, and technical support for live fire training conducted within HTF burn facilities.

3.2 The Burn Cadre responsibilities may include:

- Coordinating and supporting regional live fire training activities
- Assisting member or contract agencies with the planning, development, and execution of live fire training.
- Reviewing live fire training operations for compliance with NFPA 1400, applicable SFT requirements and this policy.
- Supporting safe and effective operations of HTF live fire training facilities and props.
- Assisting with instructor development, mentorship, and succession planning.
- Providing recommendations regarding burn facility operations, fuel packages, and live fire training best practices.



4 Required Command and Instructional Positions

4.1 The following functions shall be assigned for all live fire training evolutions. Depending on the complexity of the evolution, staffing levels, and applicable SFT requirements, one qualified individual may fulfill multiple functions when not prohibited by this policy or NFPA 1400.

- Instructor in Charge (IIC)
- Incident Commander
- Safety Officer
- Ignition Officer
- Two-In/Two-Out

4.2 Instructor in Charge (IIC)

- Defined in accordance with NFPA 1400 as an individual qualified as an instructor and designated by the authority having jurisdiction (AHJ) to be in charge of the live fire training evolution.
- Shall meet the requirements of a Fire and Emergency Services Instructor II in accordance with NFPA 1020.
- Shall demonstrate competency in the subjects, methods, equipment, and live fire training objectives being conducted.
- Shall ensure all assigned Instructors are qualified in accordance with NFPA 1020 and approved by the AHJ to participate in live fire training instruction.
- Responsible for the overall instructional integrity, coordination, and supervision of the live fire training evolution.
- Shall ensure all instructors and students operate within established training objectives, safety parameters, and facility procedures.
- Shall implement and maintain participant accountability throughout the evolution.
- Shall monitor and supervise all participants during live fire training evolutions.
- Shall assign instructional tasks and duties based on the complexity of the evolution, staffing levels, and learning objectives
- Shall assign instructional tasks and duties based on the complexity of the evolution, staffing levels, and learning objectives.
- Shall maintain instructor-to-student ratios in accordance with NFPA 1400, SFT policy, and this procedure.
- In conjunction with the Safety Officer, shall determine the required fire flow and appropriate fuel package for the planned evolution.
- In conjunction with the Safety Officer, shall ensure the fuel package utilized complies with this policy and applicable HTF procedures.
 - In conjunction with the Safety Officer, shall approve ignition prior to the start of the evolution.

4.3 Safety Officer

- Defined in accordance with NFPA 1400 as an individual approved by the Authority Having Jurisdiction (AHJ) and qualified to identify, evaluate, prevent, and mitigate



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hazards associated with live fire training evolutions.

- Shall have the authority to stop, suspend, or terminate any portion of the live fire evolution due to unsafe conditions or actions.
- Shall not be assigned duties that interfere with the performance of safety responsibilities.
- Shall monitor fire behavior, environmental conditions, instructor actions, student positioning, accountability, and PPE compliance throughout the evolution.
- In conjunction with the Instructor in Charge (IIC), shall confirm the required fire flow and water supply for the planned evolution.
- In conjunction with the Instructor in Charge (IIC), shall confirm the fuel package utilized complies with this policy and applicable HTF procedures.
 - In conjunction with the Instructor in Charge (IIC), shall approve ignition prior to the start of the evolution.

4.4 Ignition Group Supervisor (Burn Room Manager)

- Defined in accordance with NFPA 1400 as the lead person approved by the AHJ to conduct ignition operations and supervise the ignition group under the direction of the Instructor in Charge (IIC).
- The ignition group shall consist of a minimum of two qualified members, one of whom shall be the ignition group supervisor.
- The Ignition Group Supervisor shall not be a student or the assigned Safety Officer.
- The Ignition Group Supervisor shall meet the applicable Live Fire Instructor qualifications in accordance with NFPA 1020.
- One member of the ignition group shall be positioned to observe ignition operations, monitor conditions, and recognize, report, and respond to adverse conditions during ignition activities.
- The Ignition Group Supervisor shall oversee the burn room environment and ignition operations during live fire training evolutions.
- Ignition activities shall align with established learning objectives, movement plans, and safety parameters.
- The ignition group shall light, maintain, and control the approved fuel package utilized during the evolution.
- The ignition group shall wear full PPE and SCBA while performing ignition operations.
- A charge hoseline shall be in place and available while the ignition group is operating within the burn room.
- Prior to ignition, an instructor shall visually confirm the burn area is clear of students and non-assigned personnel
- The decision to ignite the evolution shall be made by the IIC in coordination with the Safety Officer.
- The Ignition Group Supervisor shall coordinate ventilation, hatch assignments, and door control to support a safe and effective instructional environment.
- Personnel assigned to ignition operations shall minimize unnecessary exposure within the burn room and remain inside only as long as necessary to complete assigned tasks.



- The Ignition Group Supervisor shall ensure overhaul and reset of the burn room is completed following the evolution.
 - An Instructor shall not serve as the Ignition Group Supervisor for more than two (2) consecutive evolutions.

4.5 Two-In/Two-Out

- In accordance with OSHA 29 CFR 1910.134 and applicable NFPA 1400 personnel operating within an IDLH atmosphere during live fire training evolutions shall maintain Two-In/Two-Out capability.
- Personnel assigned to the Two-In/Two-Out function shall remain outside the IDLH atmosphere, maintain awareness of interior operations, and be available for immediate firefighter rescue operations.
- Qualified exterior instructors, command staff, safety personnel, or other designated personnel may fulfill the Two-In/Two-Out function when not assigned to duties that would interfere with firefighter rescue responsibilities.
- A dedicated Rapid Intervention Crew (RIC) is not specifically required for live fire training evolutions conducted within a fixed training facility.
 - During live fire training evolutions, this function may be referred to as IRIC, RIC, or Two-In/Two-Out personnel.

4.6 Additional Instructional and Support Positions

- Instructor
 - Shall meet applicable Fire and Emergency Services Instructor I (one) qualifications in accordance with NFPA 1020
 - Shall monitor and supervise assigned students during live fire training evolutions.
 - Shall maintain accountability and ensure assigned personnel operate within established safety parameters.
 - Shall ensure assigned personnel are utilizing required PPE.
 - An Instructor shall not serve as the Ignition Group Supervisor for more than two consecutive live fire evolutions.
- Outside Vent (Optional)
 - AN Outside Vent position may be assigned when staffing and learning objectives support ventilation operations as part of the evolution.
 - Personnel assigned to this function shall wear full PPE and SCBA when operating in or near IDLH or soke conditions.
 - Shall coordinate ventilations activities with interior crews, the Instructor in Charge (IIC), and Incident Commander (IC).
 - Shall remain available for assigned ventilations assignments and maintain awareness of changing fire conditions.
 - Shall utilize appropriate tools and equipment for assigned ventilation operations.

5 Pre-Burn Plan / Briefing

- 5.1 In accordance with NFPA 1400, a pre-burn briefing shall be conducted prior to each live fire training evolution.



5.2 Prior to ignition, the Instructor in Charge (IIC), Incident Commander (IC), Ignition Group Supervisor, and Safety Officer shall ensure all participants receive a pre-burn briefing that includes, at a minimum:

- Assigned positions, functions, and responsibilities
- Current and anticipated weather conditions
- Fuel package configuration and planned fire development
- Expected fire behavior based on fuel loading, ventilation profile, and tactical objectives
- Learning objectives and operational expectations
- Interior movement plans and crew assignments
- Designated entry and exit points
- Emergency procedures, contingency actions, and evacuations signals
- Personnel accountability procedures
- Water supply and hoseline assignments
- Medical, rehabilitations, and emergency communications plans

6 Participant Training Requirements

6.1 The Instructor in Charge (IIC) shall verify that all participants possess the minimum knowledge, skills, and abilities necessary to safely participate in the planned live fire training evolution.

6.2 Prior to participation in live fire training evolutions, participants shall have received training in, at a minimum:

- Fire Dynamics
- Fundamentals of fire behavior
- Fire development within a compartment
- Health and safety considerations associated with live fire training
- PPE and SCBA use
- Personnel accountability procedures
- Nozzle techniques and door control
- Hoseline operations
- Emergency producers and evacuation signals
- Mayday and firefighter emergency procedures

6.3 Participants assigned to interior live fire operations shall possess the training and competency necessary to safely operate within IDLH environment, as determined by the AHJ, and Instructor in Charge (IIC)

- Participants attending California State Fire Training (SFT) courses shall additionally meet all applicable SFT prerequisite and course requirements

6.4 HTF shall maintain or verify documentation of participant qualifications and prerequisite training through the member or contract agency, or directly through HTF for non-JPA participants

7 Personal Protective Equipment (PPE) and Inspections

7.1 All participants operating in live fire training evolutions shall utilize PPE and SCBA appropriate for the assigned activity and compliant with applicable NFPA standards.



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- 7.2 PPE and SCBA inspections shall be conducted prior to all live fire training evolutions in accordance with applicable NFPA standards and AHJ policies.
 - 7.3 PPE utilized during live fire training shall comply with NFPA 1970 and applicable manufacturer requirements.
 - 7.4 PPE care, maintenance, cleaning, advance inspection, retirement, and recording keeping practices shall be conducted in accordance with NFPA 1850.
 - 7.5 No participant shall engage in live fire training without approved, serviceable, and properly inspected PPE and SCBA.

8 Fuel Package and Burning Guidelines

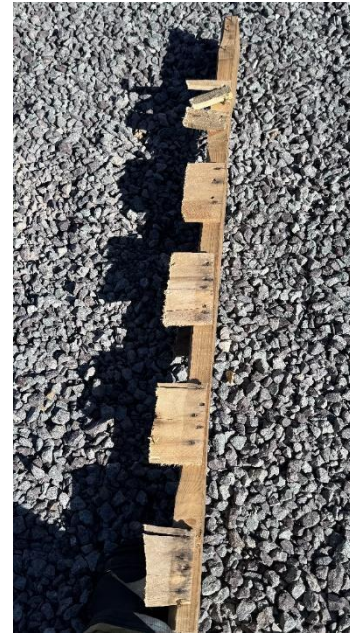
- 8.1 All fuel packages utilized during live fire training evolutions shall comply with applicable NFPA 1400 requirements, manufacturer recommendations, and HTF policies.
- 8.2 Approved fuel materials shall be limited to clean wood based products, including:
 - Pallets
 - Small dimensional lumber utilized in limited quantities
 - OSB / plywood
 - Sound Board
- 8.3 The following materials shall not be utilized during live fire training evolutions:
 - Pressure-treated wood
 - Rubber
 - Plastics
 - Polyurethane foam
 - Tar paper
 - Upholstered furniture
 - Carpeting
 - Chemically treated or pesticide treated with straw or hay
 - Any material capable of producing uncontrolled fire conditions
- 8.4 Flammable or combustible liquids, as defined by NFPA 30, shall not be utilized as fuel packages or ignition accelerants during live fire training evolutions.
- 8.5 Ignition tools may include
 - 5-gal propane torch – preferred for larger or more robust fuel loads
 - Road flares or fusees – suitable for smaller fuel packages (limited heat output)
 - Handheld propane plumbers torch- preferred for systematic lighting
- 8.6 The Dräger Phase 5 Burn Building shall strictly follow manufacturer recommendations
 - Fuel packages will only be constructed within burn chambers and in designated locations. Alternative locations will not be permitted.
 - Approved fuel packages will not exceed the equivalent of
 - 2-3 pallets broken down, utilizing the spines and scraps placed within the barrel



- 5-4x8 sheets of OSB/plywood



Burn Barrel



Spine

- A full load will be constructed in the following configuration utilizing 5 total sheets:
 - 1 full sheet of OSB/plywood on each wall, 3 sides, and 2 sheets on the ceiling.
 - 3-6 spines in the barrel
- A half load will be constructed in the following configuration utilizing 3 total sheets*:
 - 2 sheets in a configuration protecting the walls closest to the fire and 1 sheet in a configuration protecting the ceiling closest to the fire
 - *May add an additional half sheet directly above the barrel to prolong burn time and protect the building
 - 3-6 spines in the barrel

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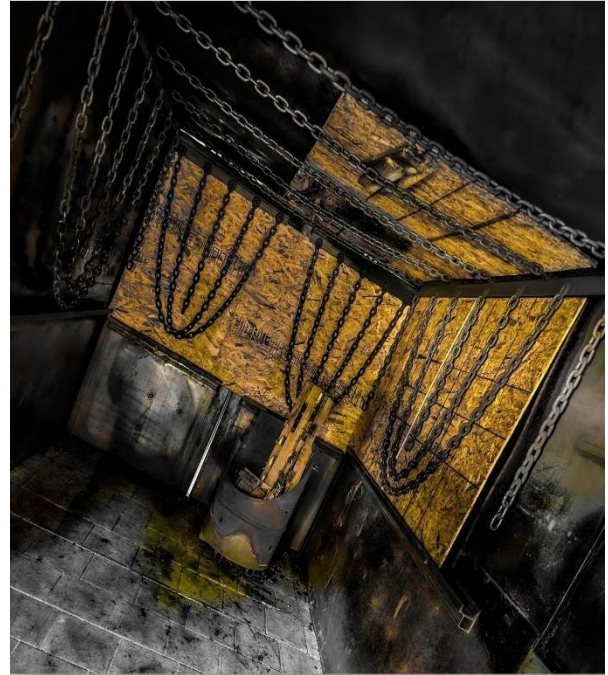
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Full Load



Half Load

- The manufactured edge of the OSB/Plywood will always face the corner of the burn chamber using the above configurations
- Smoke Pots
 - 8.6..1 ¼ bale of hollow cord feed straw may be utilized to maintain smoke pots throughout the evolution
 - 8.6..2 Must be placed on non-flammable surfaces
- Fuel package selection shall be based on desired learning objectives, not convenience
- Each burn the fuel package will be rotated to a different portion of the burn room to reduce wear and tear
- If possible, consecutive burns shall be rotated to additional burn rooms to allow cooling
- At the end of each burn evolution and at the end of the day, the building will be cooled per manufacture recommendations.
 - 8.6..1 All exterior burn chamber doors will be shut to allow proper cooling to prevent warping immediately following clean out.
- When burning in the open burn chamber after ignition occurs, baffle doors will remain shut in the closed position.

8.7 The F Box

- Approved fuel packages will not exceed the equivalent of
 - 6 pallets
 - ¼ bale of hollow cord feed straw



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- 1 4x8 sheet of OSB/plywood
 - Approved fuel package configurations may include:
 - Lean-to
 - Flat box
 - Fuel package selection shall be based on desired learning objectives, not convenience
 - Each burn the fuel package will be rotated to a different portion of the burn room to reduce wear and tear
 - All exterior burn room doors will be shut to allow proper cooling to prevent warping
- 8.8 Critical Safety Emphasis
- Do not manipulate or experiment with fuel packages outside of this policy, unless meeting requirements as outlined in Section 8.6
 - If conditions deteriorate:
 - Leave the room
 - Use hose stream shielding as needed
 - Be aware of invisible heat conditions and thermal layering
 - Key Principle
 - ***It is rarely the fuel load that is to blame for adverse outcomes in training—more often, it is the tactics or techniques employed during the evolution.***
 - This principle shall be reinforced during planning, briefing, and execution of every live fire training event.
- 8.9 Fuel loading, placement, and configuration shall not be modified outside this policy without a written approved variance from HTF

9 Live Fire Evolutions

- 9.1 Prior to each evolution the IIC will ensure the fuel package has been inspected and hose lines are bled by the Ignition Officer, and that all positions are in place approximately 5 minutes prior to ignition. This will be completed via a radio check by the IC on the assigned channel in order of the positions below:
- Functional positions, if assigned (Fire Attack, Ventilation, Search, Fire Observation, etc)
 - Interior Safety (FC3 class specific)
 - Safety Officer (if Interior Safety is not filled)
 - RIC (2 in / 2 out)



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- Outside Vent (Ventilation)
 - Main Pump (if assigned)
 - Ignition Officer
 - Once radio checks are complete and the ignition officer is ready for ignition, they will request permission to light the fuel package from the IC.
 - The IC will complete GO/STOP checks in the below order
 - Interior Functional Positions as staffed i.e. Fire Attack, Fire Observation etc.
 - Interior Safety (FC3 class specific)
 - Safety (if Interior Safety is not filled)
 - 2 in / 2 out
 - Ignition Officer
- 9.1.1 Each assigned position shall respond with either a “GO” if ready for ignition or “STOP” if not ready.
- 9.1.2 If any position responds with a “STOP”, the ignition process shall be suspended until the issue is resolved. Once resolved, the GO/STOP check shall be restarted from the beginning.
- 9.1.3 Upon receiving a “GO” from all assigned positions, the IC shall announce, “Fire in the hole, all personnel, we have an IDLH atmosphere” and authorize the Ignition Group Supervisor to proceed with ignition.
- 9.2 Times will be tracked by the IC for the following:
- Go/STOP check
 - Fire in the Hole
 - Burn Terminated
- 9.3 Water Supply
- 9.3.1 Water supplies for live fire training evolutions shall comply with the applicable requirements of NFPA 1400.
- 9.3.2 A single water source may be utilized at a fixed training facility when the water system has been engineered to provide the required volume and reliability for the planned evolutions, and backup power, backup pumps, or both are provided to ensure an uninterrupted water supply in the event of a power failure or system malfunction.
- 9.3.2.1 The Heartland Training Facility (HTF) water system meets the requirements for a single-source water supply. Documentation supporting compliance shall be maintained on file at HTF and included within the current Burn Book utilized by the Instructor in Charge (IIC).
- 9.3.2.2 The IIC shall verify the operational status of water supply system and backup systems prior to commencement of live fire training.
- 9.3.3 Hoselines utilized for live fire training evolutions shall be capable of delivering a minimum flow of 95 GPM.
- 9.3.3.1 The minimum flow requirement shall not preclude the use of higher flow rates when necessary to support the planned evolution.
- 9.3.3.2 For the purpose of this policy, the ignition protection line and



backup line shall each be capable of delivering a minimum of 95 GPM.

9.4 Victims

- 9.4.1 In accordance with NFPA 1400, no person shall be permitted to serve or act as a victim within any live fire training evolution.
- 9.4.2 Rescue manikins, training dummies, and similar training aids may be utilized when consistent with the learning objectives of the evolution.
- 9.4.3 Rescue manikins dressed in firefighting personal protective clothing (PPE) and used as victims shall be uniquely colored or specially marked.
- 9.4.4 The Instructor in Charge (IIC) shall approve the placement of all rescue manikins prior to ignition.

9.5 Medical Plan

- 9.5.1 In alignment with the ICS 206, a designated IWI apparatus staffed by an on-duty crew will be identified by the IIC.
- 9.5.2 A designated medical assessment area will be designated by the IIC for patient care.
- 9.5.3 A designated rehab and cooling area will be established by the IIC

9.6 Heat Illness

- 9.6.1 Defined by HFTA Policy 2.10 Heat Stress Protocol
- 9.6.2 Defined by Central Zone Operations Policy C-06 Heat Illness Prevention
- 9.6.3 The IIC will follow and comply with the Heat Index recommendations

10 SFT Fire Control 3 (FC3) specific classes

- 10.1 All FC3 courses conducted at HTF shall comply with the current California State Fire Training (SFT) curriculum, course plan, policies, and procedures, and instructor requirements.
- 10.2 The Instructor in Charge (IIC) shall ensure an approved Burn Book is maintained on site and available throughout the course.
- 10.3 A FC3 specific IAP shall be submitted by the IIC in accordance with the timelines established in Section 1.
- 10.4 A minimum of two SFT Primary Instructors will be on site per class per SFT Policy
 - 10.4.1 One SFT Primary Instructor shall serve as the Instructor in Charge (IIC).
 - 10.4.2 One Instructor will fill the Interior Safety and/or Burn Room Manager role
 - 10.4.2.1 The Burn Room Manager/Interior Safety shall remain within the burn building during live fire evolutions in accordance with SFT requirements.
 - 10.4.3 Trainee Instructors working on SFT Task Books will meet the requirements of the Task Book and per SFT Policy. Additionally, they will be the responsibility of the IIC to facilitate instruction and assessment
 - 10.4.4 All Assistant Instructors will be qualified per SFT Policy
 - 10.4.5 All Skills Coaches will be qualified per SFT Policy
 - 10.4.5.1 The IIC will be responsible for maintaining proper documentation in alignment with SFT policy in relation to Skills Coaches
 - 10.4.6 Any additional Instructor requirements regarding student ratios will be the responsibility of the IIC per SFT Policy and strictly followed



11 Cleaning and Damages Occurred

- 11.1 A cleaning, damage, or consultation fee may be assessed by the HTF Manager based on:
- Cleanup/ rehab of burn facilities being partial or incomplete
 - Excessive damage
 - Improper fuel package use
 - Deviation from approved fuel packages or procedures
- 11.2 All Burn Rooms/Chambers will be cooled appropriately at the end of each burn and at the end of the day. This includes the following:
- 11.2.1 At the end of each burn evolution and at the end of the day, the building will be cooled.
- 11.2.2 Burn chambers will be cleaned out and reset (if applicable) each evolution by:
- Removing all burned and unburned material
 - Sweeping/scraping out all contents off tile floor
 - Closing all exterior burn chamber doors to allow proper cooling to prevent warping immediately following clean out.
 - Do not spray water in the burn chamber until the walls are cooled enough so that an gloved hand can touch the surface
 - Including the interior or exterior of the burn chamber doors, insulated walls, welds, or tile floor
 - The remaining portions, excluding the burn chamber(s) used for live fire may be housed out and cleaned as needed.
- 11.3 The HTF burn facilities shall be thoroughly cleaned and rehabbed at the conclusion of a scheduled burn, to include, but not limited to
- All unused fuel stacked and organized in an approved area
 - Cover fuel if inclement weather is expected
 - Any fuel that is at critical levels will be communicated to the HTF Manager for replacement.
 - All logistical support items are returned to the appropriate locations, including charging all batteries for portable tools
 - Any damaged equipment or equipment at the end of their life span shall be communicated to the HTF Manager.
 - All excessive fuel, including straw is swept up and disposed of around the grinder area outside the burn room(s)
 - The burn room(s)/chamber(s) are thoroughly cleaned of all props, additions, and changes made for the specific class.
 - The burn room(s) are returned to the previous status found prior to burning.
 - The burn room(s) are washed out with water, removing all burned and unburned fuel, including straw, debris, coals, and charred material in alignment with section 11.2.2



- The grinder area surrounding the burn room(s) is washed down with water, removing all burned and unburned fuel, including straw, debris, coals, and charred material.
 - All other used portions of the Dräger Phase 5 Burn Building will be cleaned and rehabbed to the above standards.
 - The Dräger Phase 5 Burn Building ventilation prop is re-sheeted, and all excess saw dust and lumber is picked up and disposed of
- 11.4 All windows and doors left open to allow buildings to dry out.
- 11.4.1 The exception to this is that the immediate exterior doors of any used burn chamber will be kept closed while cooling occurs, as to prevent warping.
- 11.5 It is recommended that photographs be taken before and after every scheduled burn to document condition and identify and damage occurred.

12 Enforcement

- 12.1 Failure to comply with this Policy, NFPA standards, SFT Policy (FC3 specific), or Heartland Training Facility requirements may result in:
- Immediate termination of the training evolution
 - Suspension of future burn privileges
 - Assessment of damage or consultation fee