

## 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. Local burn permit received
- \_\_\_ 3. Permission obtained to utilize fire hydrants
- \_\_\_ 4. Notification made to appropriate dispatch office 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

### PREBURN PLANNING.

- \_\_\_ 1. Preburn plans made, showing the following:
  - Site plan drawing, including all exposures
  - 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 acquired structure/live fire training structure/burn prop 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 hose lines

- \_\_\_ 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

### TRAINING STRUCTURE PREPARATION.

- \_\_\_ 1. Training structure inspected to determine structural integrity
- \_\_\_ 2. All utilities disconnected (acquired structures only)
- \_\_\_ 3. Highly combustible interior wall and ceiling coverings removed
- \_\_\_ 4. All holes in walls and ceilings patched
- \_\_\_ 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
- \_\_\_ 8. Doors checked and operated, opened or closed, as needed
- \_\_\_ 9. Training structure 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 or adequately vented
- \_\_\_ 13. Unnecessary inside and outside debris removed
- \_\_\_ 14. Porches and outside steps made safe
- \_\_\_ 15. Cisterns, wells, cesspools, and other ground openings fenced or filled

### LIVE FIRE EVOLUTION SAMPLE CHECKLIST (continued)

- \_\_\_ 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

#### PREBURN PROCEDURES.

- \_\_\_ 1. All participants briefed:
  - Training structure layout
  - Crew and instructor assignments
  - Safety rules
  - Training structure evacuation procedure
  - Evacuation signal (demonstrate)
- \_\_\_ 2. All hose lines 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 (SCBA)
  - Adequate SCBA air volume
  - All equipment properly donned

#### POSTBURN PROCEDURES.

- \_\_\_ 1. All personnel accounted for
- \_\_\_ 2. Remaining fires overhauled, as needed
- \_\_\_ 3. Training structure inspected for stability and hazards where more training is to follow (see *Training Structure 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 live fire training structure
  - Acquired structure release
  - Student training records
  - Certificates of completion
- \_\_\_ 6. Building and property released to owner, release document signed

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#### RELEASE FORM

Having agreed with the Building Official, City of \_\_\_\_\_, that a structure owned by me and located at \_\_\_\_\_ is unfit for human habitation and is beyond rehabilitation, I further agree that the structure should be demolished. In order that demolition may be accomplished, I give my consent to the City of \_\_\_\_\_ to demolish, by burning or other means, the said structure.

I further release the City of \_\_\_\_\_ from any claim for loss resulting from such demolition.

Fire Department \_\_\_\_\_

Address \_\_\_\_\_

City, State \_\_\_\_\_

Date \_\_\_\_\_

Owner/Agent \_\_\_\_\_

Owner/Agent \_\_\_\_\_

Witness \_\_\_\_\_