



General Order Number: 04-04	Effective Date: January 2010
Division: Education and Training	
Chapter: Use of Fire/EMS Training Academy Facilities	
By Order of the Fire Chief: Marc S. Bashoor	Revision Date: N/A

POLICY

This General Order shall establish standard guidelines for use of the Prince George's County Fire/EMS Training Academy facilities.

DEFINITIONS

Instructor-in-Charge – Certified MICRB fire training instructor that commands the overall training evolutions. This person will ensure that all safety precautions and training procedures are followed during training evolutions.

MICRB Fire Instructor – Maryland Instructor Certification Review Board (MICRB) instructor that meets all instructor training requirement set forth in COMAR. To conduct any live fire training that is required for training certifications course require the presences of an MICRB fire instructor. Fire personnel under basic fire training must be supervised by an MICRB fire instructor when involved in live fire training.

Safety Officer – Certified fire training instructor that is trained to oversee training operations to ensure that they comply with the standards and are also conducted in safe manner.

Training Management System (TMS) – Uniformed management system for all training exercises. This system will mirror the Incident Command System (IMS) used during emergency operations within the Prince Georges County Fire/EMS Department

PROCEDURES / RESPONSIBILITIES

1. Burn Building Use Policy

The burn building located at the Prince George's County Fire/EMS Training Academy (FETA) shall be available for use by members of the Prince George's County Fire/EMS Department.

Any fire department company, crew, or member wishing to use FETA's burn building must submit the following:

- A Facility Use Request Form (attached)
- A written training plan outlining planned evolutions, training objectives, and goals of the requested training along with the dates requested
- A roster of all participants to include name, station assignment/affiliation, department identification number, and a copy of all participants departmental issued Personal Accountability Tags.



Once all administrative requirements have been made, an officer from the company requesting the training will schedule a meeting with the Battalion Chief assigned to FETA to review the evolutions, goals, and objectives.

Once the requested training is approved and scheduled, all FETA Standard Operating procedures will be reviewed with the requesting officer. There will be no deviation from any of these policies.

Use of FETA's burn building by companies from outside of Prince George's County will be approved at the discretion of FETA's Bureau Chief. These requests will follow all of the above requirements, and will be subject to approval on a case by case basis.

2. Flashover Simulator, Extrication Pit, and SCBA Training simulator

The flashover simulator located at FETA shall be available for use for members of the Prince George's County Fire/EMS Department.

Any fire department company, crew, or member wishing to use the Fire/EMS Training Academy flashover simulator must submit the following:

- A Facility Use Request Form (attached)
- A written training plan outlining planned evolutions, training objectives, and goals of the requested training along with the dates requested
- A roster of all participants to include name, station assignment/affiliation, department identification number, and a copy of all participants departmental issued Personal Accountability Tags.

Once all administrative requirements have been made, an officer from the company requesting the training will schedule a meeting with the Battalion Chief assigned to the Prince George's County Fire/EMS Academy to review the evolutions, goals, and objectives.

Once the requested training is approved and scheduled all Prince Georges County Fire/EMS Training Academy Standard Operating procedures will be reviewed with the requesting officer. There will be no deviation from any of these policies.

Use of the Prince Georges County Fire/EMS Training Academy flashover simulator by companies from outside of Prince Georges County will be approved at the discretion of the Bureau Chief of the Fire/EMS Training Academy. These requests will follow all of the above requirements and will be subject to approval on a case by case basis.

REFERENCES

NFPA 1403



FORMS / ATTACHMENTS

Attachment #1 - Burn Building Floor Plan

Attachment #2 - Facility Use Request

Attachment #3 - Responsibilities of the Lead Instructor

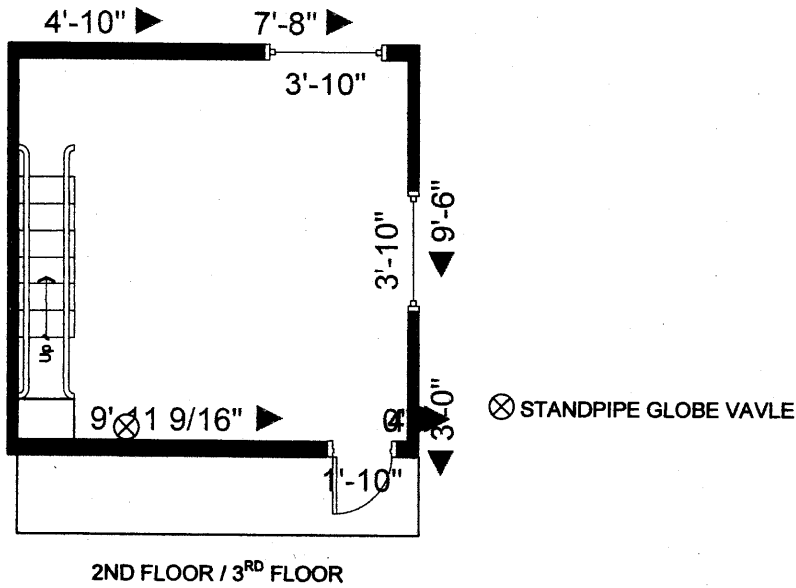
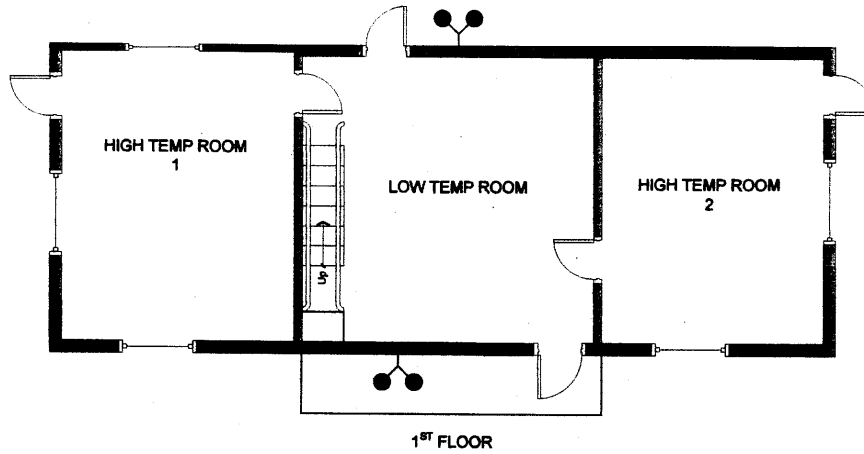
Attachment #4 – Responsibilities of the Safety Officer

Attachment #5 – Activity/Rest Water Consumption Table



Attachment #1

Burn Building Floor Plan



LIVE FIRE TRAINING BUILDING FLOOR PLAN



Facility Use Request

Date of Request: _____

Name of Lead Instructor: _____ ID #: _____

Contact Phone Number: _____

Date(s) Requested: _____ Times: _____

Facilities Requested (Circle):

Burn Building

Vehicle Pit, check on: **Burn** **Extrication**

Maze Building

Classroom

Apparatus Needed (Circle):

Engine 651 **Engine 652** **Tanker 65** **Truck 65**

Equipment Needed (list): _____

Description of Activity: _____

Number of students that will be involved: _____

Number of instructors that will be involved: _____



Received By: _____

Date: _____

FETA Approval By: _____

Date: _____

FETA Denial By: _____

Date: _____

Comments: _____



Responsibilities of the Lead Instructor

This document is to be completed prior to the start of the training session.

1. _____ Plan and coordinate all training activities with the Fire/EMS Training Academy.
2. _____ Monitor activities to ensure safe practices
3. _____ Inspect building integrity prior to each fire.
4. _____ Assign instructors:
 - a. _____ To attack hose lines
 - b. _____ To back-up hose lines
 - c. _____ Functional assignments
 - d. _____ Teaching assignments
5. _____ Brief instructors on responsibilities:
 - a. _____ Accountability for students
 - b. _____ Accountability for instructors
 - c. _____ Assessing student performance
 - d. _____ Clothing and equipment inspection
 - e. _____ Monitoring safety
 - f. _____ Achieving tactical and training objectives
6. _____ Assign coordinating personnel as needed:
7. _____ Ensure no more than nine people are in the structure during the burn.

I understand that the above listed items outline my responsibilities and have provided for the completion of these responsibilities according to the standard.

Printed Name: _____

ID #: _____

Signature: _____

Date: _____



Responsibilities of the Safety Officer

This document is to be completed prior to the start of the training session.

1. _____ Prevent unsafe actions, conditions or situations
2. _____ Intervene and terminate unsafe acts
3. _____ Supervise any additional safety personnel, as needed
4. _____ Coordinate lighting of fires with the lead instructor
5. _____ Ensure compliance of participants personal equipment with applicable standards:
 - a. _____ Personal Protective Equipment
 - b. _____ Self Contained Breathing Apparatus (SCBA)
6. _____ Ensure no more than nine people are in the structure during the burn.
7. _____ Ensure that all participants are accounted for, both before and after each evolution.

I understand that the above listed items outline my responsibilities and have provided for the completion of these responsibilities according to the standard.

Printed Name: _____

ID #: _____

Signature: _____

Date: _____



PRINCE GEORGE'S COUNTY, MARYLAND
 FIRE/EMERGENCY MEDICAL SERVICES DEPARTMENT GENERAL ORDERS

Activity/Rest/Water Consumption Table

Applies to all training operations for heat acclimated personnel wearing standard work uniforms

Class A (Easy) Activity		Class B (Moderate) Activity		Class C (Strenous) Activity			
Cognitive classroom training climate controlled Psychomotor classroom training climate controlled Cognitive Instructional non-climate controlled Physical Training		All non-climate controlled psychomotor training/evolutions ** Psychomotor firefighter/rescue training involving use of PPE without B.A. Psychomotor HazMat/WMD/Terrorism training involving use of PPE without B.A. Physical Training		All Live Fire Training/Evolutions Psychomotor firefighter/rescue training involving use of PPE with B.A. Psychomotor HazMat/WMD/Terrorism training involving use of PPE with B.A. Physical Training			
Heat Training Category	Heat Stress Index	Class A Activity		Class B Activity		Class C Activity	
		Work/ Rest	Water Intake (Qt/H)	Work/ Rest	Water Intake (Qt/H)	Work/ Rest	Water Intake (Qt/H)
1	Below 80	NL	1/2	NL	3/4	40 / 20 minutes	3/4
2 (Green)	80-90	50 / 10 minutes	1/2	50 / 10 minutes	3/4	30 / 30 minutes	1
3 (Yellow)	91-105	50 / 10 minutes	3/4	40 / 20 minutes	3/4	30 / 30 minutes	1
4 (Red)	106-130	50 / 10 minutes	3/4	30 / 30 minutes	3/4	20 / 40 minutes	1
5 (Black)	Above 130	50 / 10 minutes	1	No outside training activity allowed	1	No outside training activity allowed	1

Regardless of the Work/Rest Schedule that all personnel may be operating under, it is imperative that each person know his or her limits. A student's fatigue level shall supersede any Work/ Rest Rule and should seek rehab and/or medical treatment if necessary

The work-rest times and fluid replacement volumes should sustain performance and hydration for at least 4 hours of activity in the specified heat category. Fluid needs can vary based on individual differences (plus/minus 1/4 qt/h) and exposure to full sun or full shade (plus/minus qt/h)

NL = no limit to work time per hour

**** Denotes non-live fire training/evolutions. Unless noted in another category, all live fire training/evolutions are to be considered strenuous**

Note: Add 10 degrees to Apparent Temperature when protective clothing is worn and add 10 degrees to Apparent Temperature if exposed to direct sunlight