



Greene County Department of Emergency Services

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Rules & Procedures of the Greene County Fire Training Center

The Greene County Fire Training Center is for the enhancing of training to firefighters with a location for a controlled environment for hands on training. In order for this to be accomplished the adherence to the following rules and procedures is necessary. These rules and procedures are not intended to restrict the use and/or enjoyment of the facility, but to ensure the safety and accountability of all parties involved. All users of the facility shall adhere to this policy.

TRAINING CENTER RULES:

- Any users of the facility must notify in writing of the scheduled use of premises at least one week prior to the actual use, if available, to avoid scheduling conflicts. All scheduling will be done through George Lackie, Deputy Fire Coordinator Car 4 by contacting at glackie@discovergreene.com and visiting the web site at www.greengovernment.com/department/emergency/index.htm to fill out a *Training Center Facility Request Use Form*. Any NYS scheduled training course for Greene County will be given priority.
- The use of the training facility requires a written record of use through the approved Greene County *Fire Training Activity Report*. This information shall include such items as the activities being conducted, the # of participants, the subject being taught, resources used and the instructor being utilized, contact information and the officer in charge. This can be accessed on the web site provided above at www.greengovernment.com or on file at the E.O.C.C.
- Any Greene County Deputy Fire Coordinator, state fire instructor, and/or certified instructor must suspend the operations if the regulations are not followed.
- Alcoholic beverages or drugs are **NOT** permitted on the training grounds at any time. There is zero tolerance on this.

- Smoking is **NOT** permitted on the training grounds or within the Emergency Operations Center Building.
- There shall be a qualified instructor who has been certified in the use of the facility and/or one of the state fire instructors to be present to oversee the activity being conducted at the training grounds.
- Live fires shall be started by the direct supervision of the instructor and/or state fire instructor. In order to comply with live burning the instructor and/or state fire instructor shall have completed *Live Fire Training Safety and Conducting Live Fire Training Evolutions* per NFPA 1403 Standard on Live Fire Training Evolutions. A copy of the live burn checklist has been included as part of this regulation.
- It shall be the discretion of the instructor and/or state fire instructor to reschedule a live burn if conditions exist that would affect the burn. This may include but not be limited to atmospheric conditions such as inclement weather, high wind, etc.
- Live burn training is used to simulate an actual condition and shall be treated as an emergency condition with a manned and charged back up line of suitable size of at least 1¾" line available at the time of ignition and until the end at extinguishment. This is to afford immediate protection should an accident occur during this operation.
- No flammable liquids will be used before ignition as a "starter" of materials or after ignition. No flammable liquids should be present on the grounds or near the evolution.
- Any live burn shall be notified to the Emergency Control Center prior to ignition and notification to the Emergency Control Center after extinguishment. All materials shall be extinguished and/or burned off completely before the facility is secured.
- The training grounds have a "you bring in...you bring out policy". Any materials that are to be used for live burning such as wood and automobiles are to be removed within 14 days of evolution. No materials such as C & D and/or plastics are to be used in live burning. Nails, metal strapping, etc. within wood is discouraged from being used. However, if utilized there shall be no remnants left after evolution.
- No automobiles shall be brought into facility without first consent from the Emergency Operations Centers and/or George Lackie, Deputy Fire Coordinator Car 4. Any requests for automobile(s) for a scheduled state fire class from a S.F.I. require at least a three week notice.
- Only S.F.I. are permitted to request automobiles or supplies from county for training.
- Any and all accidents occurring at the training facility must be reported immediately to state fire instructor or certified instructor and to the Greene County Emergency Services Director. The initial report shall be followed by a written report to the same parties within 48 hours.

- Any radio transmissions and/or frequency use shall be authorized by the Emergency Control Center prior to start of the evolution.
- In the event of aerial operations and or Bangor style ladders an approved life belt must be utilized by personnel.
- A standby rescue unit is recommended for any drills and is at the discretion of the instructor or officer in charge.
- All fire protection systems, hydrant system, and burn pits must be drained and secured at the conclusion of evolution if utilized. This is very important during the winter months or when below freezing temperatures are expected.
- The LP gas pits require the use of a “spotter” which will be located at the LP Control Station and one at the wood tower from an elevated position. The “spotters” shall have radio communications with the officer in charge and the spotter at the LP Control Station.
- Any guests, general public or those not enrolled in the class or evolution are discouraged from attending unless prior approval by the instructor. If individuals shall be in attendance they shall be in a safe zone while observing and accompanied by approved personnel appointed by the instructor.
- Any non firefighters such as law enforcement personnel are advised that the training center grounds are a **WEAPONS FREE** facility. However, as a safety precaution it is requested that all weapons be secured in a vehicle while conducting the evolution.

FIREFIGHTER/PERSONNEL RULES:

- All personnel shall wear approved full turnout gear ensemble consisting of helmet with approved necessary eye protection, nomex hood, turnout coat, bunker pants, boots, and gloves. If conditions exist an approved SCBA shall be used in conjunction to the gear ensemble. The level of protection may be decreased by the instructor and/or state fire instructor conducting the evolution.
- Personnel with any health condition shall notify the instructor prior to evolution. Pregnant women should not expose themselves to any toxic substances, including smoke. Poisonous by products of ordinary combustion may endanger the safety of unborn infant and may cause traumatic injury. Pregnant personnel shall not be permitted to participate in an evolution unless express written consent from their physician is received. Such approval shall list the activities to be performed and a statement that the reference activities will not endanger the safety of the firefighter or unborn child. Indoor classroom training is permitted.
- Personnel shall exercise caution near the water supply pond and an approved flotation device is recommended.

TRAINING CENTER PROCEDURES FOR RESERVATIONS OF SITE:

- All users of site require the completion of the *Facility Use Request Form*. This can be found on the www.greenegovernment.com website or E.O.C.C. This form has been included as part of this procedure. Requests should be made at least one week prior to date.
- Once submitted, request will be reviewed to determine availability asap.
- If authorization is granted, the contact will be notified and the site will be reserved for date(s) selected. This will be marked on scheduling calendar by Karen Whitbeck at the E.O.T.C. Authorizations will be on a first come basis with S.F.I. and their scheduled course having priority.
- When permission is granted a key and a *Training Center Activity Report* will be handed out and located at the E.O.C.C. The key is made available on the date(s) requested and not before. If prior arrangements need to be made for prep, etc. George Lackie must be notified to grant access. A copy of the *Training Center Activity Report* has been included as part of this procedure and can be found on www.greenegovernment.com website and E.O.C.C.
- The facility must be secured after use and key returned promptly to E.O.C.C. and *Training Center Activity Report* completed and handed in.
- Officer in charge or instructor at the site are required to complete the *Training Center Activity Report* and on file after use after the key is returned. The form is important to ensure the site is available or if repairs need to be made to be ready for next use.
- If a class or evolution is cancelled and/or rescheduled for any reason, notification shall be made to George Lackie, Deputy Fire Coordinator Car 4 as soon as possible to make site available for any other departments or agencies requiring use.

MATERIAL REQUESTS:

- If a class is to be held with the use of cones, George Lackie, Deputy Fire Coordinator Car 4 (primary contact) or Peter Alberti, Depute Fire Coordinator Car 5 (secondary contact) must be notified in writing one week before the use of the cones and where they will be used.
- Only S.F.I. are permitted to request automobiles and any other materials from county for use. Any items are to be requested in writing to George Lackie, Deputy Fire Coordinator Car 4 at least four weeks from date of requested use. It is encouraged that S.F.I. supply a course schedule of and date for their evolutions prior to facilitate the request for such materials.