

CRARY HOSE COMPANY TRAINING FACILITY



STANDARD OPERATING GUIDELINES

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Introduction

The Crary Hose Company is proud to offer our new training facility for use by your department. This building is the culmination of the dream of Crary Hose members to have a state-level fire training facility with live-burn capabilities available for the use of all departments in our area.

To this end, funds were raised through a grant from the Pennsylvania Office of State Fire Commissioner, Tioga County Commissioners, Potter County Commissioners, local governments, businesses, clubs and associations, individuals, and most of the fire departments across Tioga and Potter Counties.

Everyone has a stake in this building and therefore has a duty to see that it is utilized in a responsible manner with an emphasis on SAFETY.

The Crary Hose Company Training Committee has endeavored to compile a comprehensive list of standard operating guidelines and rules to govern the use of the facility, which are contained herein.

The Crary Hose Training Committee welcomes suggestions or criticisms of these SOG's from all users to improve them and make this training center the best that can be offered.

Thank you for your support!

Training Facility

The Crary Hose Training Center is located at 380 Church Street, Westfield PA 16950. The building was purchased from Forge Fire and Company of Bucyrus Ohio. It consists of a 40-foot high-cube shipping container topped with a 20-foot container. It is a custom built, NFPA 1402 certified structure.

Building Features

- 1. Bravo Force Door:
 - Inward or outward opening with full-length jam pry area.
 - Multi-level locking system with realistic door flex.

- Built-in sacrificial crush and flex zones.
- 2. Exterior Stairs:
 - Fabricated to support firefighting tactical loads.
 - With railing.
- 3. Interior Stairs:
 - Fabricated to support firefighting tactical loads.
 - With railing.
- 4. Windows:
 - Four heavy-gauge steel sliding windows.
 - Three on first floor, one on second floor.
 - Window Props:
 - Sash Prop – simulates clearing of center frame of window.
 - Security Bar Prop – allows cutting of rebar security bars.
- 5. Segmented Room:
 - Second Floor with door.
- 6. Overhead Bailout Anchor:
 - Over second-floor window.
 - Rated for 350 pounds.
- 7. Second Floor Exterior Locking Door.
- 8. Second Floor Exterior Landing with Railing.
- 9. APEX Roof Cut Prop:
 - 8'x8' Cut Area.
 - Joist Hangars accept 2x4" to 2x10" lumber with quick pins.
 - Adjustable Pitches from Flat to 16:12.
 - Drywall Punch Capabilities.
 - Hatch allows smoke and heat from burn room to flow to prop.
- 10. Overhead Hallway Burn Simulator:
 - Hangars allow 2x4" frame to be built overhead.
 - Drywall attached, fire built above for flame roll-over.
 - Overhead fire extension, TIC training.
- 11. Class A Burn Room:
 - 10'x 8' heavy gauge steel liner.
 - 2400-degree insulation.
 - Steel floor.
- 12. Fluke Bluetooth Temperature Monitor:
 - Dual sensor monitoring of burn room.
 - Live, real-time temperature display.

- Bluetooth enabled for remote viewing.

Additional Onsite Facilities

- Standard fire hydrant with steamer and 2 ½” outlets.
- 20’ Steel shipping container for storage of lumber, tools, and hose.
- 7’x 7’ Shed for storage of cleaning tools, trash cans, assorted tools.
- Portable Toilet
- Trash Dumpster

Access to Training Grounds

- 40-Foot Cantilever Gate across driveway from RT 349, west side.
- 18-Foot Double Drive Gate across back fence, east side.
- 4-Foot Walk Gate, South Side.
- All Gates Locked with Combination Lock. Combination given to CHC Facilitators.

Supplies Needed for Training Props

- BURN ROOM: (Per Evolution)
 - Up to three (3) solid-wood pallets (No OSB or Treated)
 - One Bale of Hay/Straw
 - Ignition Source (Propane Torch, Roadway Flare)
- OVERHEAD BURN PROP:
 - Four (4) 2x4 boards cut 42 1/2” long
 - Two (2) sheets plywood, OSB, or Drywall, cut 35”x 39 1/2”
 - Straw, Hay, Chunks of Unused Wood
- ROOF CUT PROP:
 - Two (2) 4’X 8’ Sheets 7/16” or greater Plywood
 - Five (5) 2x6x10’ boards cut to 99” long
 - Two (2) 2x6x8’ boards
 - ½” Drywall for Ceiling Punch
 - Metal Roofing or Shingles if desired
- BRAVO FORCE DOOR:
 - 2X4 Lumber cut to 9” long
 - Reusable Plates/Shims

- Sacrificial blocks for door, 1 ½” x 1 ½” x 9”

Crary Hose Company will supply the pallets for all live burn training. All other consumables must be supplied by the entity hosting the training.

Hours of Operation

Training facility will be available for use Monday-Saturday, 0800-22:00

Sundays, 0900-1700

Usage Fees

At this time, Crary Hose Company has decided not to levy any fees for use to any departments within Tioga and Potter County PA. We reserve the right to change this policy at any time.

Agencies outside Tioga and Potter County PA will be charged a rate of \$200 per day for use of the training center.

Insurance, Liability, and Responsibility

Workman's Compensation Requirement

All departments or agencies and all personnel using the training center must be covered by their jurisdiction's Workman's Compensation Insurance while on the grounds.

Liability Insurance Requirement

Crary Hose Company will require all departments or agencies to have a separate insurance liability policy in the amount of \$1 million dollars (\$1,000,000.00) which will name Crary Hose Company and all officers and members as additional insured entities under the policy.

Proof of insurance must be supplied to Crary Hose Company as part of annual department registration and prior to any use of the training facility.

Responsibility for Property Damage

Crary Hose Company will operate under a “You break it, you bought it” policy. Any costs associated with the repair of any damage caused by a department utilizing the facility will be covered by that department.

Any damage will be brought to the attention of the Crary Hose Company or the CHC Facilitator by the highest-ranking officer of the department using the facility as soon as possible, preferably the day of the incident.

Cost of repairs will be reasonable and invoiced to the responsible department.

Irresponsible, improper or destructive use of the facility and props will result in the suspension of training center use privileges for the offending parties/department. It is the duty of the host department’s officer in charge to make certain that all participants are aware of and adhere to the SOGs in this guide and conduct themselves accordingly.

CHTC Facilitator

The CHTC Facilitator shall be the onsite representative of the Fire School during all live fire/smoke training and any approved company level training. This representative shall be the liaison between the instructional staff, company officer, and CHC during the training period. The CHTC Facilitator:

1. Shall be provided by the CHC for the duration of the training program.
2. Shall open and close the training center.
3. Will inspect the training center prior to evolutions for damage and confirm such damage, if found, with the OIC.
4. Shall handle any onsite requests of the instructional staff regarding facility issues.
5. Shall contact the CHTC Administrator or his designee if any issues arise during the exercise.
6. Shall conduct a post burn inspection and confirm any damage, if found, with the OIC.
7. Shall NOT make live fire entries and is not considered one of the instructional staff.
8. Make sure that all appropriate paperwork, regarding the live fire training has been filled out and submitted.

Annual Registration for Company-Level Training

Each department that plans to utilize the Crary Hose Training Center must fill out an annual registration form prior to being given access to schedule for training. This form can be found on our website here: <https://craryhose.org/training-center/annual-registration> As a part of this annual registration, departments will be required to submit proof of liability insurance with Crary Hose Company named as an “additionally insured entity” and proof of Workman’s Compensation coverage for their department as described above.

Reserving Time For Training

Once a hosting department/agency is registered, they will be given access to our online scheduling website found at <https://craryhose.org/training-center> This page will allow for “tentative” reservation of facility time and will initiate the CHC training committee’s review process.

Once a time reservation has been requested on the training calendar, the host department or agency should complete and submit the “CHC Training Plan” form. This is a required document outlining your officer/medical staffing and your training plans. This form is required no less than 1 week prior to training. This can be emailed to training@craryhose.org.

Once the plan is submitted and approved by the CHTC training committee, you will be assigned a CHTC Facilitator and you will be notified of approval via email. The training calendar item will be updated from “tentative” to “approved.”

Training Guidelines

It is recommended that the officer cadre perform a walkthrough of the facility prior to training. Make note of paths of egress, safety concerns, etc.

Prior to each training session, the officer cadre should conduct a muster where the following items are addressed:

- All Participants Fill Out the Roster and Release Form
- Officer Assignments
- Radio Communications

- Training Plan
- MAYDAY Procedures
- Standard Operating Guidelines
- Perform Equipment Inspections (If required)
- Medical Rehab Forms

Submit all forms to CHTC Facilitator who will provide final approval to proceed.

Specific Guidelines for Live Fire Suppression Training

All live fire in the building shall be limited to the specified burn rooms and props as they are the only areas reinforced, drained, vented and monitored for temperature. Our building currently has one live fire room located in the east end of the first floor and one overhead burn prop located directly in front of live fire room.

State-Level Accredited Live Fire Suppression Training

The training center is available for all certified classes.

For detailed policies, refer to the [PA Fire Academy's Live Fire Suppression Policy No. 2006-02](#) and [FACILITY USAGE POLICIES/PROCEDURES and GUIDELINES](#).

Company-Level Live Fire Suppression Training

To allow for company-level live fire training, we have developed modified requirements. The company using the facility will be referred to as the host company. The host company shall be responsible for all applicable fees, expenses, and supplies for props associated with that class and will abide by the policies and procedures set forth in this manual. It will be the responsibility of the chief officer of the host company to disseminate and enforce all SOGs.

1. Burn-Specific Officer Assignments
 - a. Officer in Charge – OIC
 - i. Officer of Record
 - ii. Responsible for coordinating safe and effective training evolutions.
 - b. Assistant Officer(s) - May be used to build, ignite, and stoke fire sets, instruct interior teams and assist the lead OIC in completing training evolutions.
 - c. Safety Officer

- i. will be charged with monitoring the fire room temperature via the provided meters.
- ii. Temperature must not exceed 800 degrees F. If temp exceeds limits, all training must cease until the room is cooled.

2. Student Requirements

- a. A minimum of 18 years of age is required for all persons participating in live fire/smoke exercises.
- b. All students participating in training must be added to and sign the Roster and Release Form.
- c. The following documentation must be completed for each participant and will be provided by the CHTC Facilitator.
 - i. SCBA Inspection Checklist Form
 - ii. PPE Inspection Checklist Form
 - iii. A Medical Rehab Form

3. Hose Lines and Water Supply Requirements

- a. Primary Hose Line fed by Class A Engine/Pumper being supplied directly by hydrant.
- b. Secondary Hose Line fed by an additional Class A Engine/Pumper with a minimum 500 gallons of tank water.
- c. Both water supplies must meet this requirement prior to each evolution.
- d. Each apparatus should be manned by a trained operator during each evolution.

4. Fire Load Requirements

- a. No more than 3 pallets and 1 bale of hay/straw shall be used per evolution.
- b. No additional accelerant may be used for ignition.

5. Medical Staffing

- a. Minimum 1 Emergency Medical Technician onsite during training.
- b. EMT should be appropriately equipped.

6. Facial Hair Policy

- a. All personnel must adhere to the Pennsylvania State Fire Academy guidelines for facial hair and SCBA usage for all live fire training.
- b. Individuals must be clean shaven except for a well-trimmed moustache for any training involving the use of SCBA while in a hazardous/IDLH environment.
- c. It shall be the responsibility of the officer in charge to enforce this policy.

Termination of Live Fire Suppression Training

DO NOT USE WATER TO COOL THE BURN ROOM! Once live fire training has been completed and students/officers have adequately been rehabilitated, cleanup of the training grounds will commence. The following shall occur:

1. All interior rooms, excluding the rooms used for live fire, and the areas immediately surrounding the burn building must be swept clean. Non-burning debris (unused wooden pallets, straw, etc.) shall be removed from the burn building and placed back in storage.
2. For rooms that were used for live fire, all hot embers and smoldering debris shall be gathered and left in the center of the burn room in which it was found. The debris shall be left to self-extinguish.
3. DO NOT use water to cool down the walls and ceiling of the burn rooms in the SBB. The building shall be left to cool down naturally in order to dissipate heat damage without damage to the structure.
4. Windows and doors shall be closed.
5. All training props utilized during the live fire training (mannequins, hose dummies, appliances, etc.) shall be returned to their proper storage area. All items will be inspected by the CHTC Facilitator prior to being placed in storage.
6. The roof prop wood shall be replaced, if used, with (2) 4' x 8' sheets of plywood and any damaged 2" x 6" rafters. This plywood shall be nailed down into place. The plywood material will not be provided by the CHC.
7. The training grounds shall be checked for nails or other debris that may lead to safety issues for the next class utilizing the burn building area.
8. Any damage to the SBB and/or areas adjacent to it shall be reported to the CHTC Facilitator.
9. Host Company may be held responsible for any damages that occur during training session. The CHTC Facilitator will end any training that is deemed unsafe or causing damage.
10. The CHTC Facilitator shall be the last person to leave the burn building after the post inspection has been completed by himself/herself and the OIC of the program. All lighting, locking of doors, etc. shall be completed by the facilitator.
11. Any incident, injury, or "near-miss" that occurs during the use of the burn building shall be reported to the CHTC Facilitator.
12. All required documentation (rosters, etc.) should be in the possession of the CHTC Facilitator prior to termination.

Guidelines for All Training Activities

1. Officer Requirements
 - a. All officers are required to carry radios utilizing the channel selected during muster.
 - b. Officer in Charge (OIC)
 - i. Officer of Record
 - ii. Responsible for overall coordination of training evolutions
 - iii. Responsible for all paperwork and documentation associated with the program
 - c. Assistant Officers will be assigned by the OIC as necessary to safely perform evolutions.
 - d. Safety Officer
 - i. Responsible for the safety of all participants.
 - ii. Has the right and duty to stop, correct, suspend, and/or alter the training due to unsafe activities or conditions.
2. Medical Staffing
 - a. Minimum 1 Emergency Medical Technician onsite during training.
 - b. EMT should be appropriately equipped.
3. Student Requirements
 - a. Participants under the age of 18 shall be governed by PA state child labor laws and the junior firefighter policies of their home department. They are to be closely supervised by the OIC and will be held to the same level of professionalism as any other participant.
 - b. All students participating in training must be added to and sign the Roster and Release Form.
 - c. Those under 18 are not permitted to directly participate in live fire suppression training.
 - d. All students must sign in on the Roster and Release Form prior to training, no exceptions.
4. All ladders are to be footed by personnel or tethered.
5. Equipment and Apparatus
 - a. All equipment should be in good working condition and meet appropriate NFPA standards
 - b. Apparatus should be operated by qualified and certified personnel.