


**Department of Financial Services
 Division of State Fire Marshal
 Bureau of Firefighter Standards and Training
 STANDARD OPERATING PROCEDURE**

	Title:		Policy #
	Live Fire Training Instructors		5.4.6
	Amends: N/A	Rescinds: N/A	Effective Date: 04/20/2016
Review Date:	Review Date:	Review Date:	
Approved: _____ Chief Bill Wentlandt			

I. Purpose

To provide a process for certifying and recertifying individuals conducting live fire training evolutions and ensure all activities are conducted in safe facilities and the exposure to health and safety hazards for the firefighters involved and receiving the training is minimized. Live fire training is intended to provide the safest and best experience possible under both realistic and controlled circumstances.

II. Policy

This policy will establish guidelines and rules for the training, certification and recertification process for a Live Fire Training Instructor, Live Fire Training Instructor 2, and Live Fire Adjunct Trainer; also to establish the applicability of each certification. This policy applies to all live fire training programs conducted in Certified Training Centers and Fire Departments.

III. Authority

The Bureau of Fire Standards and Training shall have the authority to adopt the most current edition of all or any part of subparts C through T and subpart Z of 29 C.F.R. s. 1910; the National Fire Protection Association, Inc., Publication 1403, Standard on Live Fire Training Evolutions, as limited by subsection (6); the provisions of Sections 633.408 and 633.444, F.S., and Chapter 69A-37, F.A.C.; and ANSI A 10.4.

IV. Definitions

AUTHORITY HAVING JURISDICTION (AHJ): An organization, office, or individual responsible for enforcing the requirements of a code or standard, or for approving equipment, materials, an installation, or a procedure.

EVOLUTION: A set of prescribed actions that result in an effective fire ground activity.

INSTRUCTOR: An individual certified by the State of Florida to deliver firefighter training, who has the experience and training to supervise students during live fire training evolutions.

INSTRUCTOR IN CHARGE (IIC): An individual qualified as an instructor and designated by the AHJ to be in charge of the live fire training.

LIVE FIRE ADJUNCT TRAINER (LFAT): Any person formally identified as actually leading a crew inside a structure, or in the immediate proximity of an exterior prop and immediately supervising such live fire training operations.

LIVE FIRE TRAINING INSTRUCTOR (LFTI): Any person that meets the requirements for LFTI, who functions as a primary instructor, IIC or SO.

Live Fire Training Instructor 2 (LFTI 2): Any person that meets all of the requirements for LFTI and has completed the Live Fire Training Instructor Task Book process with a Live Fire Master Trainer at a Certified Fire Training Center, who can instruct the LFAT and LFTI programs.

LIVE FIRE: Any unconfined open flame or device that can propagate fire to the building, structure, or other combustible materials.

MASTER TRAINER (LFMT): Any person certified as a LFTI 2 and designated by the Director of a Certified Training Center, or Fire Chief, to oversee the Live Fire Training Instructor course at that facility; sometimes referred to as "Burn Master."

PASS: Personal alert safety system

PERSONNEL ACCOUNTABILITY REPORT (PAR): A report requested by and communicated to the IIC from fire crews operating as to their location and situation.

PERSONAL PROTECTIVE EQUIPMENT (PPE): The full complement of garments firefighters shall wear while participating in a live fire evolution, including turnout coat, trousers, fire fighting boots, hood, and a helmet with eye protection; an SCBA and PASS device.

SAFETY OFFICER (SO): An individual appointed by the AHJ as qualified to maintain a safe working environment at all live fire training evolutions.

SCBA: Self-contained breathing apparatus

SHALL: A mandatory requirement

STUDENT: Any person who is present at the live fire training evolution for the purpose of receiving training.

V. Procedures

Certifications:

LFAT: To be qualified as a LFAT in the State of Florida, an individual must successfully complete the required 16 hour training program conducted by a certified LFTI 2.

LFTI: To be certified as a LFTI in the State of Florida, an individual must successfully complete 40 hours of basic certification training and pass a state written examination. Documentation of training is to be submitted with the required application. Passing score on this state examination is 85% or higher. The Instructor I, II or III, and Firefighter II certifications are prerequisites for taking the LFTI certification examination.

LFTI 2: To be certified as a LFTI 2 in the State of Florida, an individual must be a certified LFTI, be approved by the Master Trainer of a Florida State Certified Training Center, successfully complete a required Task Book, and teach an LFTI course as a lead instructor under the supervision of a certified LFTI 2. There is no exam for this certification.

Certification Renewals:

For quadrennial renewal of LFTI, an individual shall complete an application on-line and pay a FEE for the certification applied. A person is required to complete the 8 hour LFTI refresher course and each person seeking renewal must submit 2 forms verifying:

- 1) Participation as a primary instructor, IIC or SO; and
- 2) Participation as a member of a crew supervising students involving interior and exterior fire evolutions; during the four year period on a fully compliant live fire training exercise.

For quadrennial renewal of LFTI 2, an individual shall complete an application on-line and pay a FEE for the certification applied. A person is required to complete 8 hours of Train the Trainer, Refresher Updates, or any course approved by the Bureau of Fire Standards and Training for the LFTI 2, and submit 2 forms verifying:

- 1) Participation as a primary instructor, IIC or SO; and
- 2) Participation as a member of a crew supervising students involving interior and exterior fire evolutions; during the four year period on a fully compliant live fire training exercise.

Roles:

Any Live Fire Training must be conducted with a properly certified instructor employed by or as a volunteer of a fire department or a training center in compliance with Rule 69A-37.060, F.A.C.

Individuals must be a member of, or sponsored by, the agency for which they will utilize LFTI, LFTI 2 and LFAT certification, such as a Certified Training Center or Fire Department.

A qualified **LFAT** is permitted to lead crews, operate safety lines, and perform in all other positions during Live Fire Training, except Instructor in Charge or Safety Officer.

A certified **LFTI** shall monitor and supervise assigned students, no more than five per instructor; inspect students' PPE; account for assigned students, both before and after evolutions.

An **Instructor in Charge** shall plan and coordinate all training activities; monitor activities to ensure safe practices; inspect training structure integrity prior to each fire; assign instructors; brief instructors on responsibilities; assign coordinating personnel as needed; ensure adherence to procedures and standards by all persons within the training area.

A **Safety Officer** shall prevent unsafe acts; eliminate unsafe conditions; intervene and terminate unsafe acts; supervise additional safety personnel as needed; coordinate lighting of fires with IIC; ensure compliance of participants' PPE; ensure all participants are accounted for, PAR, both before and after each evolution.

A **Student** shall acquire prerequisite training; become familiar with building layout; wear approved PPE; obey all instructions and safety rules.

The **Master Trainer** shall document and maintain all records for LFAT, LFTI, and LFTI 2 personnel for the organization or department they represent, to ensure certified personnel are being utilized for live fire training evolutions. Records shall include dates, type of fire scenario, position acted or involved with fire evolution, classes taught by LFTI 2, and any other pertinent information deemed necessary by the AHJ.