



LIVE FIRE TRAINING EVOLUTIONS	
<i>SECTION:</i> CERTIFICATION BOARD GOVERNANCE	
<i>EFFECTIVE:</i> APRIL 21, 2015	<i>LATEST REVISION:</i> OCTOBER 01, 2020
<i>APPROVED:</i> NC FIRE AND RESCUE COMMISSION	
<i>REFERENCES:</i> NFPA 1403 NFPA 1142	<i>FORMS:</i> FORM 200.14A LIVE FIRE AUDIT FORM

I. SCOPE

This policy shall establish guidelines, for the live fire training evolutions, as approved by the North Carolina Fire and Rescue Commission (Commission). This policy will address the various aspects of the program and applies to any live fire training evolutions conducted in acquired structure, and **ONLY** applies to live fire training structures/props when used for Commission sanctioned courses/programs.

A. General Definitions

1. Live Fire – Any unconfined open flame or device that can propagate fire to the building, structure, or other combustible materials.
2. Training Structure –
 - a. Acquired Structure – A building or structure acquired by the authority having jurisdiction (AHJ) from a property owner for the purpose of conducting live fire training evolutions.
 - b. Live Fire Training Structure – A structure specifically designed for conducting live fire training evolutions on a repetitive basis.
3. Prop -
 - a. Any prop shall produce live fire as defined by NFPA 1402. NFPA 1402 - 3.3.22 Live Fire. Any open flame capable of emitting thermal load or toxic by-products of combustion that would necessitate the use of personal protective equipment (PPE).

B. Student Prerequisites and Age

1. The 2018 edition of NFPA Standard 1403 requires that: “Students participating in live fire training evolution who have received the required minimum training and prerequisites from other than the authority having jurisdiction shall not be permitted to participate in any live fire training evolution without presenting prior written evidence of having successfully completed the prescribed minimum training to the levels specified in 4.3.1 (required minimum training) and 4.3.2.1 through 4.3.2.5 (prerequisites).”
2. Student, or participant, shall be at least 18 years of age to participate in live fire delivered by any Commission approved Delivery Agency and/or led by any qualified live fire (or LP Gas instructor). ID’s will be checked by qualified instructors before allowing students to participate in the live fire training. Signatures on Form 200.14A validates that the student is at least 18 years old and have successfully completed the above required minimum training and prerequisites.

C. Instructor Qualification

1. Those desiring to be a Qualified Live Fire Instructor in Charge shall successfully complete the *Live Fire Instructor in Charge Qualification Courses* approved by the Certification Board and delivered by the NC Department of Insurance/Office of State Fire Marshal Staff.
2. Instructors must meet the following requirements to be qualified as a Live Fire Instructor in Charge:
 - a. Certified as Instructor Level II.
 - b. Qualified as a Fire Fighter instructor for five years (this qualification must be maintained to remain qualified as a Live Fire Instructor in Charge).
 - c. Participated in the five phases of the Live Fire Instructor in charge qualification process and meet all course requirements which include the following testing requirements: successfully complete 100% of the practical evolution and pass final written test with an 80%.
3. All qualified instructors, as a Live Fire Instructor in Charge, shall comply with the procedures established by the Commission.

D. Live Fire Reporting

1. Live Fire Reporting requirements for training evolutions conducted in **acquired structures**:
 - a. The Delivery Agency shall notify Office of State Fire Marshal Staff (OSFM Staff) 10 days prior to a live fire training evolution(s), conducted in **any acquired structure**; providing the AHJ, location, time, and the name of the Live Fire Instructor in Charge of the class for the purpose of random audits.
 - b. The notification in **D-1-a** above shall be done utilizing the Live Fire Reporting system on the Office of State Fire Marshal website.
 - c. The Delivery Agency shall notify OSFM Staff within 72 hours, of an accident and/or injury associated with live fire training or certification training.
2. Live Fire Reporting requirements for training evolutions conducted in **live fire training structures**:
 - a. The Delivery Agency shall notify Office of State Fire Marshal Staff (OSFM Staff) prior to a live fire training evolution(s), conducted in **any live fire training structure**; if the course being delivered requires reporting through the Delivery Agency Portal.
 - b. The notification in **D-2-a** above shall be done utilizing the Delivery Agency Course Scheduler Portal on the Office of State Fire Marshal website. Reporting requirements of the Delivery Agency Portal shall be applicable to this reporting requirement.
 - c. The Delivery Agency shall notify OSFM Staff within 72 hours, of an accident and/or injury associated with live fire training or certification training.
3. All Delivery Agencies shall comply with the procedures established by the Commission.

E. Live Fire Audit

1. The Commission authorizes OSFM Staff to conduct random audits of all live fire evolutions conducted in **any acquired structure** which are led by any Live Fire Instructor in Charge and/or sponsored by any approved Delivery Agencies.
 - a. Any OSFM Staff, who conducts Live Fire Audits, shall be qualified as a Live Fire Instructor in Charge.

2. The Commission authorizes OSFM Staff to conduct random audits of all live fire evolutions conducted in **any live fire training structure** when used for Commission sanctioned courses/programs.
 - a. Any OSFM Staff, who conducts Live Fire Audits, shall be qualified as a Live Fire Instructor in Charge.
3. When OSFM Staff conducts an audit, they shall identify themselves on official business for the purpose of a Live Fire Training Audit. This identification should be made upon their arrival on the training site to the Incident Commander and/or the Live Fire Instructor in Charge.
4. OSFM Staff should make every effort not to impede the training process. However, OSFM Staff shall be able to conduct a Live Fire Training Audit while on scene in a reasonable amount of time. (A reasonable amount of time is defined as during the next rotation or break in the training process).
5. Qualified instructors, as Live Fire Instructor in Charge, who willfully refuse to be audited by OSFM Staff, shall immediately forfeit their Live Fire Qualification. OSFM Staff shall file a written report with the Deputy Director of the Fire and Rescue Commission, which will forward the report to the Certification Board Chair who will take appropriate action(s) as directed by Instructor Consequence Policy (PPM 200.09).