

Avery Mitchell Fire Training Facility

BUILDING AND FACILITY SOP'S

THESE SOP'S ARE TO BE FOLLOWED TO INSURE THE SAFETY OF ALL PEOPLE USING THE TRAINING FACILITY.

1. TWO WEEK NOTICE MUST BE PROVIDED TO MCC PRIOR TO USE---THIS WILL ALLOW FOR SCHEDULING.
2. BURN BUILDING SOG'S MUST BE COVERED WITH THE LEAD INSTRUCTOR . THE INSTRUCTOR MUST COVER THE SOG'S WITH THE STUDENTS PRIOR TO CLASS OR USE OF THE FACILITY.
3. ANY DAMAGE THAT OCCURS TO THE BUILDING OR THE FACILITY DURING TRAINING , THE DEPARTMENT(S) INVOLVED WILL BE RESPONSIBLE FOR THE COSTS OF REPAIRS INCLUDING TIME AND MATERIALS.
4. ALL STUDENTS MUST BE A MEMBER OF A FIRE/RESCUE DEPARTMENT OR AN ORGANIZATION WHICH IS COVERED BY INSURANCE. Effective July 1, 2009: If an outside fire department wants to use the burn building they will need to provide a ***Certificate of Insurance*** from their insurance provider and submit the ***Avery-Mitchell Fire Training Facility Building and Facility SOP Agreement*** with appropriate signatures (instructor and/or officer-in-charge) to Mayland Community College at least two weeks prior to training date. In addition, all Avery and Mitchell County fire departments will be required to provide ***Certificates of Insurance*** on an annual basis to Mayland Community College. These will remain on file in the Continuing Education Office. All Avery and Mitchell County fire departments will be required to complete the ***Avery-Mitchell Fire Training Facility Building and Facility SOP Agreement*** with appropriate signatures for each class held.
5. ALL CLOTHING MUST BE APPROVED BY THE INSTRUCTOR. BEFORE PARTICIPATION WILL BE ALLOWED.
6. ALL EQUIPMENT (NFPA APPROVED) WILL BE INSPECTED BY THE INSTRUCTOR.
7. ANY PALLETS, FURNITURE, HAY, ETC. USED FOR BURNS SHALL BE PLACED ON RACKS AND NOT DIRECTLY ON THE FLOOR OR AGAINST THE WALLS.
8. BURNING SHALL BE DONE ONLY IN "BURN-ROOMS". THE OTHER ROOMS MY BE SMOKED FOR SEARCHES AND OTHER TRAINING.

9. STRAIGHT STREAMS ON NOZZLES SHOULD NOT BE POINTED DIRECTLY AT CEILINGS OR WHERE FIRE RETARDENT BOARD IS LOCATED.

10. TEMPERATURE GAUGES SHOULD BE MONITORED AT ALL TIMES DURING BURNS AND STORED AFTER USE.

11. FOLLOWING TRAINING SESSIONS, THE BUILDING MUST BE CLEANED UP AND RETURNED TO ITS ORIGINAL STATE. PARTIALLY BURNED MATERIALS, CANS, TRASH OR ANY OTHER ITEMS NOT PART OF THE BUILDING'S ORIGINAL STATE MUST BE REMOVED. (UNSUSED PALLETS, HAY AND OTHER MATERIALS MAY BE STORED IN THE LADDER ROOMS FOR FUTURE USE).

12. THE BUILDING MUST BE HOSED DOWN AFTER USE. THE TOP HATCH SHOULD BE CLOSED AFTER CLEANING TO PREVENT WEATHER DAMAGE.

13. INSTRUCTORS **SHALL** BE "QUALIFIED" BURN INSTRUCTORS, AND **APPROVED** BY THE FIRE DEPARTMENTS, TRAINING OFFICERS AND Mayland Community College **PRIOR** TO THE TRAINING SESSION.

14. DEPARTMENTS AND/OR GROUPS THAT USE THE BUILDING/FACILITY IMPROPERLY, CAUSE DAMAGE (REPORTED OR UNREPORTED), DO NOT BEAR THE COST OF DAMAGE REPAIRS, OR DO NOT CLEAN THE BUILDING AND/OR FACILITY SHALL NOT BE ALLOWED TO USE THE FACILITIES (BUILDING OR TOWER) UNTIL AMENDMENTS ARE MADE.

15. INDIVIDUALS, DEPARTMENTS AND/OR GROUPS WHO CONTINUE NOT TO ADHERE TO THE FACILITY SOG'S, SOP'S AND RULES **WILL NOT** BE ALLOWED TO THE FACILITY. FINAL SAY WILL BE FROM THE TRAINING COMMITTEE AND Mayland Community College.

16. WHEN BURNING IN THE UPPER BURN-ROOM, THE METAL HATCH SHOULD BE IN PLACE OR ON THE ROOF FOR CUTTING VENTILATION OPENINGS.

17. VENTILATION CREWS SHOULD MAN 1.5 CHARGED LINE TO PROTECT ROOF AND PERSONNEL.

A LOT OF TIME, MONEY AND WORK HAS GONE INTO THIS BUILDING AND THE FACILITY. IT WILL LAST AND LONG TIME IF ALL OF US THAT USE IT TAKE CARE OF IT.

USE OF THIS BUILDING AND THE FACILITIES CONSTITUTES THAT YOU (INDIVIDUAL, INSTRUCTOR, DEPARTMENT AND/OR ORGANIZATION) AGREES TO

THE ITEMS STATED ABOVE AND WILL ADHERE TO THE SOG'S AND SOP'S OF THE FACILITIES

SIGNATURE OF INSTRUCTOR

DATE

CLASS TITLE AND REQUESTED DATES OF USE

SIGNATURE OF OFFICER-IN-CHARGE

SIGNATURE OF FIRE TRAINING FACILITY COMMITTEE MEMBER OR Mayland Community College OFFICIAL