

TRAINING RULES AND REGULATIONS

GENERAL REQUIREMENTS

1. No burning of combustibles is permitted of any sort, type or quantity. The PSTC may provide certified training on interior fire suppression using its state-of-the art simulators.
2. Only those members in good standing of the above-listed organization are permitted to train. Other departments must seek and receive prior approval to use the facilities.
3. The organization must provide a Certificate of Liability Insurance when submitting this request except Municipality of Monroeville Fire and Police Departments.
4. If a fee is required, a check, made payable to Municipality of Monroeville, shall be included with all request forms.
5. Training shall be limited to generally accepted police, fire, rescue or emergency medical services techniques. Unsafe, unproven or experimental practices or procedures are not permitted.
6. The training shall be delivered by experienced trainers, preferably those with state or national credentials. Department training officers or lead instructors shall have complete control of all exercises.
7. A maximum student to instructor ratio shall be 10:1 while rope rescue, SCBA and aerial apparatus operations shall require a ratio of 5:1 or less. Other students may observe while students are practicing.
8. A safety officer shall be appointed and be present to monitor training evolutions. The safety officer shall have the authority to stop all procedures for any safety reason(s).
9. No smoking is permitted on the drill grounds. The only two designated smoking areas are:
 - At the main front entrance area by the training building
 - In the parking lot of the firing range.
10. Suspension or revocation of training privileges may result for any of the following:
 - Willful damage to PSTC equipment or facilities will result in suspension of future training activities at the PSTC and may result in criminal charges.
 - Failure to conduct training evolutions in accordance with generally accepted training standards, including, but not limited to those promulgated by: NFPA, IFSTA, USDOT and OSHA.
 - Failure to report accidents or injuries.
 - Igniting any combustible material.
 - Failure to leave the training grounds and facilities in an acceptable condition upon completion of the training evolutions.
 - Failure to comply with safety directives issued by PSTC staff or designated officer(s).
 - Falsification of information or records.
 - Use, possession, distribution, sale or purchase of illegal substances, drugs or alcoholic beverages on PSTC property.
 - Illegal or unauthorized gambling on PSTC property.
 - Use, possession, sale, purchase or concealment of any firearm, licensed or unlicensed, knives, weapons, explosives or chemicals (that are not required for training).
 - Theft, willful defacement or destruction of PSTC property or the property of another.
 - Verbally or physically intimidating, coercing or using physical force in a manner that causes another person to be injured or fearful of physical harm.
 - Any form of sexual harassment (any behavior that represents repeated or unwanted sexual attention or sexual advances, including behavior between students).
 - Operating a motor vehicle in a reckless manner
 - Smoking in areas not designated as smoking areas.
 - Smoking or tobacco chewing during instruction.
 - Horseplay, whistling or singing.
 - Sitting on tables.
 - Cursing, profane or obscene language.

11. The requesting person may be issued a set of keys which shall be returned at the conclusion of the training activities.
12. All trainees and instructional staff shall wear appropriate personal protective gear for the evolution. When necessary, that may include, but not be limited to: eye protection, hearing protection, respiratory protection, helmet, hood, coat, gloves, pants, boots and PASS device.
13. All doors and gates shall be secured or locked before leaving the center. Lights shall be turned off.

BUILDING SPECIFIC PROCEDURES AND RESTRICTIONS

Classroom/Garage Building

1. The truck/garage room is to remain locked and no persons are permitted in this area unless the garage area is being used for instructional purposes.
2. The classroom is to be used for instructional purposes only. Audio Visual equipment shall be used by those instructors skilled in their use.
3. Before leaving the parking lot, all exterior doors shall be checked to make sure they are locked, the lights turned out and the keys returned to the Knox Box (which is located on the Classroom Building by the front entrance).
4. The HVAC systems are preprogrammed and shall require no local attention.
5. All trash shall be disposed of in their proper containers.

Training/Burn Tower

1. The Interior light switch is located in the room closest to the main gate.
2. Make sure all lights are turned off before leaving.
3. Charges shall apply for any roofing materials used in forcible entry or ventilation practice. Contact the Director or Deputy Director for cost estimates.
4. Exercise caution in or near the doors, ramps and drop-offs. Fall hazards exist.
5. Some areas have removable railing or swinging gates; be careful when these safety devices are open or removed. Serious fall hazards exist.
6. A non-toxic smoke generator is available. The agency shall be responsible for its proper operation during training evolutions. Use shall include fees to replace expendable smoke fluids.
7. All exterior lighting is controlled on a timer or from the main standalone electrical boxes.
8. Hydrants located on the grounds are connected to the Municipal Water System. They will have either a bliss fitting or a Stortz fitting for the steamer connection. All hydrant 2.5 inch discharges will be threaded to 3.068 x 6 sharp "V" thread. After use, hydrants should be allowed to drain properly before replacing discharge caps. Individual companies are responsible for bring their own hydrant thread adapters if necessary.
9. Rope rescue work (rappelling, etc.) shall require the following:
 - All equipment shall be inspected by the lead instructor and the safety officer before use.
 - All instructional staff shall be approved by the PSTC Director.
 - Use appropriate edge protection.
 - A belay person must be used for each line.
 - Knots and all connections must be inspected by the lead instructor before use.
 - Rope, hardware and other life-safety components shall meet current standards.
 - Long pants, safety boots (with ankle support) and gloves are always required. No shorts.
 - No repelling on the gable/pitched roof. The repelling tower should be the only area of building used for repelling.

Drafting Area

1. Apparatus shall park on the designated cement pad when using the drafting area.
2. The drafting manholes will be used with the appropriate sized "hard suction" with debris strainer attached.
3. Sufficient space is available for one apparatus to draft water. The area is also lighted for nighttime operations.

4. Discharge all hose lines onto the asphalt area by the tower building/EVOC driving course or back into the underground drafting tank.

Pad Area

1. The asphalt and concrete pad areas by the training tower will accommodate heavy apparatus.
2. The EVOC driving course will accommodate heavy apparatus. Sufficient traffic cones are available for loan. Contact the Director or Deputy Director to arrange for their use.
3. The concrete area is of sufficient depth to adequately support heavy loads. Be careful near the edge, as asphalt surrounds the perimeter.
4. No skid pads are available nor are any high speed maneuvers permitted.

Outdoor Burn Props

1. Currently there are no outdoor burn props available for training use.
2. Fire hydrants may be used for relay pump operations.