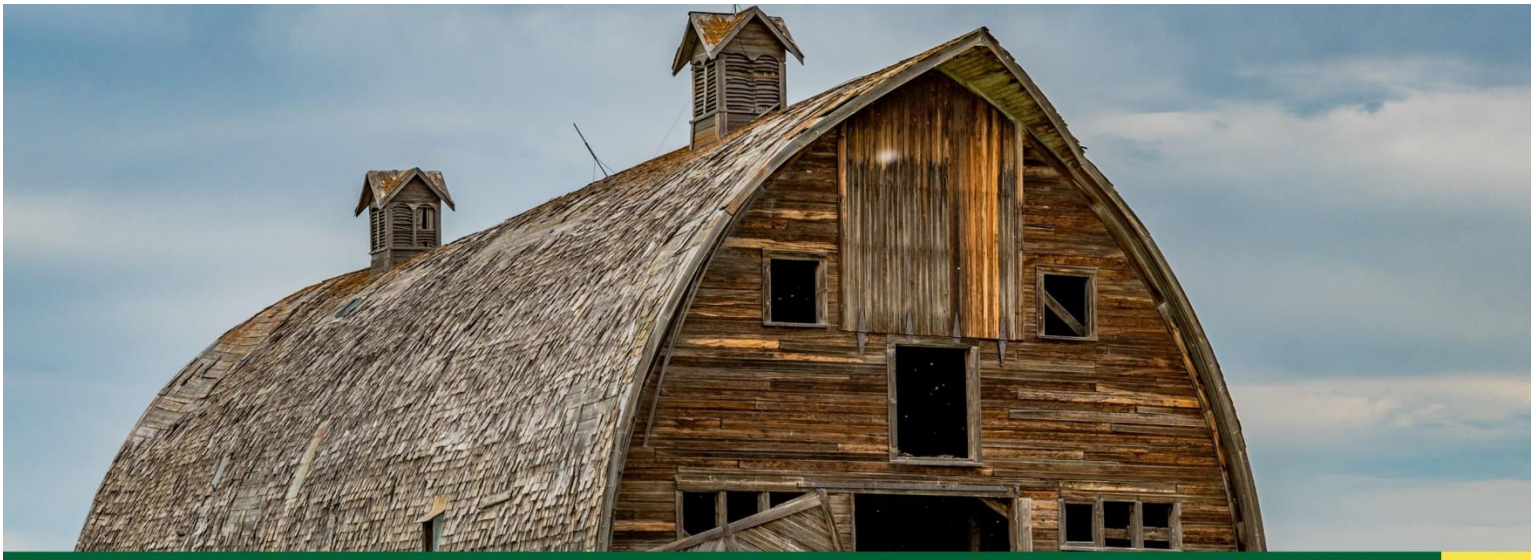

Derelict Buildings Pilot Project Program Guidelines

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Saskatchewan

Contents

Pilot Purpose

The Ministry of Environment is running a voluntary pilot project that permits municipalities to conduct controlled burns of derelict buildings. The purpose of this pilot is to evaluate the feasibility of using controlled burns as a tool for managing derelict structures, while also providing a potential training opportunity for volunteer fire departments. The pilot will begin on November 1, 2025.

Derelict buildings present safety concerns and environmental risks. Controlled burns, when properly planned and executed, can serve as a method for addressing these structures. This pilot aims to assess the effectiveness, safety and environmental implications of such activities within a defined framework.

Participation in this pilot does not exempt municipalities from compliance with existing municipal bylaws, provincial legislation and federal regulations. All activities must be carried out in accordance with applicable legal and regulatory requirements.

This document is intended to support municipalities in understanding the scope of the pilot, the liabilities and risks involved, and how to apply.

1. Eligibility Criteria

1.1. Derelict Building Declaration

- In general, a derelict building is one that is abandoned, unsafe or in poor condition. These structures often pose risks to public safety, attract pests and negatively affect the appearance and redevelopment potential of the surrounding area. For the purposes of this pilot, a derelict building may be declared by a municipality via Council resolution if the following conditions are met:
    - The building meets the definition of derelict building in *The Building Code Regulations*;
    - The building and alternate site, if applicable, is owned by the local authority;
    - The building is not occupied by individuals; and
    - The building is not inhabited by a protected species, such as bats.

1.2. Identifying Sensitive Receptors

What Are Sensitive Receptors?

- Sensitive receptors are people, animals, or environmental features that may be negatively affected by smoke, ash, or airborne contaminants from a building burn. In Saskatchewan, these commonly include:
    - Sensitive populations: young, old, pregnant, elderly, or immunocompromised individuals;
    - Sensitive public spaces: care homes, schools, daycares, playgrounds, hospitals, clinics;
    - Residential homes: farmsteads, acreages, towns, hamlets;

- Surface water: rivers, lakes, wetlands, sloughs;
- Groundwater wells: private or municipal drinking water sources, as well as those used for agricultural purposes;
- Livestock and wildlife: grazing animals, wildlife habitat, conservation lands; and
- Crops and gardens: commercial fields, community or school gardens.

A Burn May Be Approved When:

- Sensitive receptors are identified and addressed in the planning process, including whether it would be safer to move the building to an alternate municipally owned site to complete the burn.
- The burn aligns with operational needs and applicable regulatory expectations.

A Burn May Not Be Approved When:

- Sensitive receptors are located too close to the burn site and cannot be reasonably protected.
- The site is located in a densely populated or environmentally sensitive area where impacts cannot be mitigated.

1.3. Fire Department Participation

- The municipality must either operate a volunteer fire department or have a formal agreement with one.
- The fire department must be declared at a minimum defensive service level in accordance with the *Fire Service Minimum Standards Guide* prior to the burn.
- The fire department must agree to participate in the pilot, and lead all planning, safety assessments and procedures, and operational execution of the burn.
- The Fire Chief must complete a Site Safety Review to assess and document potential hazards.
    - The review must include inspection of the site, and the relocation site, if applicable, for the following hazards:
        - Propane tanks, gas cylinders, or fuel drums
        - Above ground or underground storage tanks
        - Flammable liquids or fuel-soaked materials
        - Ammunition or explosive materials
        - Evidence of squatters, trespassers, or animals inside the building
        - Any other hazards identified by the Fire Chief that are not listed above
    - The Fire Chief must document the review by taking clear photographs of the building and surrounding site, and the relocation site, if applicable.
    - Findings must be submitted by providing site photos and indicating on the application form any identified hazards that could not be removed or corrected prior to the burn.

2. Liability Considerations

- Burning derelict buildings, especially those with hazardous materials including asbestos, creates serious risks to workers, human health, the environment and community safety. It may also lead to legal and regulatory challenges that can be costly and difficult to resolve.
- The Derelict Buildings Pilot Project provides a tool for addressing unsafe buildings, but it comes with important responsibilities. Municipalities are expected to fully understand their obligations, incorporate them into their planning processes, and manage them with care.
- Municipalities must assess the risks and clearly communicate expectations to all involved.
- Municipalities must follow provincial requirements to ensure all burns are safe. Before the burn, municipalities are expected to:
    - Adhere to the requirements for demolitions by fire under *The Building Code Regulations*; and
    - Apply for and be approved to participate in the pilot project. Approval will include the issuance of a Live Fire Training permit under Part VI of *The Environmental Management and Protection (General) Regulations* and may include exemptions under section 3-85 of *The Saskatchewan Employment Act*.
- Municipalities are encouraged to seek legal advice and carefully review potential liabilities before joining the pilot project. Participation requires signing a legal acknowledgement of liability and indemnity confirming that the municipality understands and accepts the associated liabilities.

2.1. Live Fire Training Obligations

- Participating fire departments must be declared at a minimum defensive standard.
- When conducting a live fire training event with a building containing hazardous materials including asbestos, the following safety measures should be considered:
    - The Fire Chief should be designated the Instructor-in-Charge and hold the NFPA 1041 Live Fire Instructor-in-Charge certification.
    - To reduce exposure risks, firefighters should not be allowed to enter the building. Training should be limited to exterior and observational tactics, including:
        - Fire behavior monitoring;
        - Water supply operations;
        - Ground ladder operations;
        - Overhaul and property conservation; and
        - Decontamination procedures.
- It is recommended that consideration is given to the principles of NFPA 1403 in the application process.
    - Fire Departments are encouraged to use the Saskatchewan Public Safety Agency's (SPSA) Acquired Structure Live Fire Training Guide as a resource when preparing for the pilot. The SPSA training guide includes forms and templates that are meant to support your internal planning. You do not need to submit any completed forms or templates from the SPSA training guide with your application.

What this means for the municipality:

- If the municipality chooses to conduct live fire training, it accepts the following responsibilities and potential liabilities:
    - Ensuring the safety of all participants, including accountability for any injuries or exposures that occur during the exercise.
    - Maintaining clear documentation of safety roles, procedures, and risk mitigation strategies.
    - Facing civil or regulatory consequences if appropriate personal protective equipment (PPE) and decontamination resources are not provided.
    - Assuming increased liability in the event of an incident if safety documentation is incomplete or inadequate.
    - Risking limitations in insurance coverage for any claims arising from training that does not comply with accepted safety protocols.
    - Potential suspension or restriction of training activities during investigations or while corrective actions are implemented.
    - Bearing liability for damage to nearby buildings or sites if the fire spreads beyond the designated training area.
    - Being subject to civil liability, including compensation for property loss and legal costs, if the fire affects off-site properties.

2.2. Protected Wildlife and Species at Risk

- Derelict buildings can offer shelter or nesting sites for wildlife. Species and their habitats are protected under *The Wildlife Act, 1998*, the *Canada Wildlife Act*, and the *Species at Risk Act*, which prohibit disturbing, harming, or destroying wildlife or their habitat without authorization. If wildlife is identified, mitigative actions may be possible depending on the project's details.
- Before burning or demolishing a structure, municipalities must conduct a visual search to check for signs of wildlife. If wildlife or evidence of use is found, mitigation measures or additional permits may be required.
- A visual search should focus on areas like attics, entry points, and sheltered spaces. Look for tracks, droppings, nests, claw marks, or animals.

What this means for the municipality:

- If the municipality proceeds without investigating the site for wildlife, it may face the following consequences:
    - Legal liability for harm to protected species or habitats under provincial and federal legislation.
    - Fines under *The Wildlife Act, 1998*, the *Canada Wildlife Act*, and the *Species at Risk Act* for disturbing wildlife or damaging critical habitat.

- Stop-work orders or required remediation issued by Environment and Climate Change Canada or the Canadian Wildlife Service.
- Delays to the Pilot Project overall due to compliance requirements or habitat restoration.

2.3. Environmental Risks and Consequences

- Hazardous materials are substances that can harm people or the environment if disturbed, burned, or improperly handled. Under *The Environmental Management and Protection Act, 2010* and *The Occupational Health and Safety Regulations, 2020*, municipalities must identify these materials early in the planning process and ensure they are safely handled, contained, or removed prior to the burn. Common examples of hazardous materials include:
    - Asbestos insulation and tiles
    - Lead-based paint
    - Fuel tanks (above or below ground)
    - Solvents and degreasers
    - Automotive batteries
    - Polychlorinated biphenyls (PCBs) in electrical equipment
    - Mercury switches and bulbs
    - Propane tanks
    - Aerosol cans
    - Refrigerants like Freon
- For the purposes of this pilot, all buildings will be treated as potentially containing hazardous materials including asbestos.
- When hazardous materials including asbestos are burned, they release toxic substances that can impact health and the environment. However, non-hazardous materials like furniture, plastics and building products can also generate harmful byproducts when burned. Fire can alter their chemical makeup, producing pollutants such as toxic gases, fine particles and chemical residues. These byproducts contaminate air, soil and water, and often require post-fire management. These substances can also pose long-term health risks including respiratory diseases, neurological impacts, immune system issues, reproductive and development effects, and cancer.
- Fire suppression efforts often involve the use of firefighting foams that contain per- and polyfluoroalkyl substances (PFAS). Known as “forever chemicals”, PFAS do not break down naturally and are linked to liver damage, thyroid disease, immune dysfunction, and developmental effects in children.
- Under *The Environmental Management and Protection Act, 2010*, municipalities are responsible for safely disposing of hazardous ash and debris left after a burn. They must prevent harmful substances from entering the environment to protect both people and the surrounding area. How they manage post-burn ash and debris can affect long-term liability, development potential, and future compliance with environmental regulations.

Municipalities have two options to manage ash and debris after the burn, each with distinct responsibilities and consequences:

Option 1: Remove Ash and Debris

- Removing ash and debris from the site, and disposing at an authorized landfill, helps prevent long-lasting contaminants, such as dioxins, heavy metals, PFAS, and asbestos fibers, from entering the surrounding environment. This protects people, soil, water, and nearby ecosystems.
- It can also help avoid having the site classified as an "environmentally impacted site" under *The Environmental Management and Protection Act, 2010*. Avoiding that designation can reduce regulatory requirements, lower costs, and keep future land use options open.

What this Means for the Municipality:

- If the municipality chooses to remove ash and debris, it accepts the following responsibilities:
    - Cover all costs and supervise removal and clean-up activities to ensure compliance with OHS standards and waste handling requirements under *The Environmental Management and Protection Act, 2010*.
    - Provide and enforce the use of appropriate personal protective equipment (PPE), including respiratory protection, gloves, eye protection, coveralls, and safety footwear.
    - Train workers on safe handling procedures, emergency response protocols, and proper use of PPE before beginning work.

Option 2: Bury Ash and Debris On-Site

- Burying ash and debris on-site creates long-term environmental and regulatory risks. Contaminants like heavy metals, dioxins, furans, PFAS, and asbestos can persist in the soil, leach into groundwater, or become airborne. Asbestos fibers remain permanently and pose health risks if disturbed.
- This approach results in the site being classified as impacted under *The Environmental Management and Protection Act, 2010* and the *Saskatchewan Environmental Code*.
- Once a site is classified as impacted, the municipality may need to hire a qualified person as defined in the *Saskatchewan Environmental Code* to:
    - Conduct a site assessment in accordance with the Site Assessment Chapter of the *Saskatchewan Environmental Code*.
    - Develop a Corrective Action Plan in accordance with the Corrective Action Plan Chapter of the *Saskatchewan Environmental Code*.
    - File a Notice of Site Condition (NoSC), which confirms that remediation has met regulatory standards. Until the NoSC is approved, the site remains restricted for redevelopment and land use.

What this Means for the Municipality:

- If the municipality chooses to bury ash and debris on-site, it is knowingly accepting the following risks:
    - Responsibility for all costs associated with burial, long-term site maintenance, and any future remediation if contamination occurs or worsens.
    - Obligation to ensure compliance with applicable occupational health and safety standards, environmental protection requirements, and waste burial regulations.
    - Requirement to maintain records of burial activities, including materials handled and safety measures implemented.
    - Formal designation of the site as environmentally impacted under provincial legislation, which may result in long-term oversight and reporting obligations.
    - Exposure to legal liability if buried ash and debris causes harm to human health, the environment, or adjacent properties.
    - Potential for regulatory enforcement, including fines or orders to excavate and redo the work if burial does not meet requirements.
    - Delays or restrictions on redevelopment until the site is assessed, remediated, and approved for new use.
    - Financial responsibility for environmental assessments and any approvals required to confirm the site is suitable for future developments.

2.4. Burning Derelict Buildings with Hazardous Materials Including Asbestos

- When a derelict building contains hazardous materials including asbestos, *The Occupational Health and Safety Regulations, 2020* (OHS) apply to any work involving the building's demolition, burning, cleanup, or relocation.
- As this pilot assumes all buildings will potentially contain hazardous materials including asbestos, the materials must be properly enclosed or isolated to prevent the release of dust during demolition, burning, transport, or cleanup. If the building is moved before burning, hazardous materials including asbestos must remain sealed and undisturbed throughout the process. The municipality is responsible for ensuring no release occurs at any stage.
- This pilot is intended to be carried out by volunteer firefighters, who are covered by the Saskatchewan Workers' Compensation Board but are generally not classified as "workers" under The Saskatchewan Employment Act (SEA) or Occupational Health and Safety (OHS) regulations. Because the live-burn portion is intended to involve only volunteer firefighters, workers should not be present on site during that phase.
- The post-burn cleanup phase may involve individuals who meet the definition of a "worker" under SEA and OHS. As a result, municipalities will need to understand their responsibilities and obtain an OHS exemption to conduct the clean-up of ash and debris. Additional details on what is required during the clean-up will be provided in the permit.
- As part of the application process, municipalities must indicate on the application form whether the ash and debris clean-up will be conducted by the municipality or a third-party

contractor. If the municipality is approved for the pilot, the appropriate OHS exemption form will be provided based on the identified clean-up party. The form must be completed by the responsible party and submitted by email to derelict.buildings@gov.sk.ca.

- The exemption will require things like:
    - The site being wetted and fully saturated during cleanup.
    - Wearing appropriate respiratory protection throughout the cleanup.
    - Completing decontamination procedures.

What this means for the municipality:

- If the municipality burns a derelict building containing hazardous materials including asbestos, it is knowingly accepting the following risks:
    - Responsibility for protecting the health and safety of all individuals on site by providing appropriate training, supervision, and personal protective equipment;
    - Obligation to prevent the release of hazardous substances during all phases of the project;
    - Exposure to workers' compensation claims, increased premiums, or penalties if safety obligations are not met and injuries occur;
    - Risk of denied insurance claims or increased premiums if regulatory requirements are breached or actions fall outside the scope of coverage;
    - Requirement to document safety procedures and decisions to demonstrate compliance with applicable laws and standards;
    - Potential for fines and penalties resulting from non-compliance with occupational health and safety legislation; and
    - Liability for civil lawsuits if individuals are harmed due to exposure to hazardous materials or unsafe working conditions.

2.5. Human Health Risks and Consequences

- If an unanticipated occurrence or human health hazard is identified during or after the burn, the Saskatchewan Health Authority may direct the municipality to take appropriate steps to remove or remedy the hazard. To proactively address potential concerns, municipalities should ensure timely and appropriate communication with residents, particularly in advance of the burn, and as needed during and after.

What this means for the municipality:

- If hazardous materials including asbestos are released during the burn or clean-up, the municipality may be held responsible for exposing the public and could be accountable for any resulting health impacts;
- If nuisance conditions such as smoke, odours, or noise are not managed, the municipality may be held responsible for the resulting complaints or human health concerns;

- If the burn or clean-up disrupt clean water access, access to healthcare facilities, or other vital services that protect human health, the municipality may be held accountable for any resulting health impacts; and
- Health hazard complaints may result in:
    - Investigations by the Saskatchewan Health Authority; and/or
    - Enforcement actions including orders to abate a health hazard.

3. Application Requirements

To apply for the pilot project, municipalities must prepare and submit the following materials. These materials support the assessment of eligibility and readiness to participate in the pilot project. Make sure each component is complete and accurate before submitting your application to avoid delays in processing.

3.1. Derelict Building Description

- Complete the Site Description and Site Safety Review with the Fire Chief;
- Obtain a Land Title Certificate for both the declared derelict building site and, if applicable, the site where it will be relocated for the burn; and
- Take photos of the building and burn site (if applicable), nearby buildings, and the surrounding area.

3.2. Ash and Debris Management Plan

- Indicate how the municipality will manage ash and debris after the burn and the anticipated timeline for completion.

Option One: Ash and Debris Removal

- The municipality will manage ash and debris by removing it from the site. This includes:
    - Wetting and fully saturating the site until it is removed;
    - Requiring the use of appropriate respiratory protection throughout the cleanup;
    - Completing decontamination procedures;
    - Ensuring all removal, transport, and disposal activities comply with applicable environmental and safety regulations; and
    - Maintaining detailed records of all removal and disposal activities, including confirmation that hazardous materials including asbestos-containing ash and debris were properly handled.

Option Two: Ash and Debris Left On-Site

- The municipality will manage ash and debris by containing it on-site. This includes:
    - Wetting and fully saturating the site until it is adequately covered;

- Requiring the use of appropriate respiratory protection throughout the cleanup;
- Completing decontamination procedures;
- Restricting access to the site by installing fencing or physical barriers around the entire perimeter;
- Posting clear warning signage on all fencing or barriers: “Hazardous Materials and Asbestos Contamination – No Entry”;
- Burying and covering the remaining ash and debris in place; and
- Keeping detailed records of the burial location, method of containment, and measures taken to prevent future contamination.

3.3. Fire Department Participation

- Obtain a letter signed and dated by the Fire Chief that includes:
  - A declaration that the fire department is operating at a minimum defensive service level;
  - A statement of intent to participate in a live-fire training exercise;
  - Confirmation that only volunteers will be present at the burn; and
  - Commitment to lead all planning, safety procedures, and operational execution of the burn.

3.4. Municipal Council Resolution and Acknowledgement of Liability and Indemnity

- Prepare a certified copy of a Council resolution confirming intent to participate in the pilot, declaration of the identified derelict building, and authorization for the administrator to move forward with the application process; and
- Sign the Acknowledgement of Liability and Indemnity.

3.5. Application Package

- Compile application package:
  - Application form with Site Description, Site Safety Review and Ash and Debris Management Plan;
  - PDF of title certificate;
  - Photos of the building and burn site (if applicable) and surrounding area;
  - Signed Fire Department Letter of Intent;
  - Certified council resolution; and
  - Signed Acknowledgement of Liability and Indemnity.

3.6. Post-Pilot Report

- Following the burn, the ministry will provide a short report that must be completed by each participating municipality.
- The report will take approximately 10–15 minutes to complete and is a required part of the pilot. Your feedback is essential to support the evaluation of the project and to help shape improvements for future initiatives.

4. Appendices

Relevant Forms and Templates

- Council Resolution Template
- SPSA Acquired Structure Live Fire Training Guide

Derelict Buildings Pilot Project
Sample Council Resolution

WHEREAS:

A. The Government of Saskatchewan has launched a Derelict Buildings Pilot Project to assist municipalities in facilitating volunteer fire fighter training opportunities and addressing unsafe and abandoned structures;
B. The Council of [Insert Municipality Name] supports this initiative and has identified the property within the municipality, and identified below, as meeting the criteria of a derelict building; and
C. The Council and the Fire Chief recognize the opportunity to utilize the identified derelict building for live fire training exercises;

NOW THEREFORE BE IT RESOLVED THAT:

1. The Council of [Insert Municipality Name] confirms its intention to voluntarily participate in the Government of Saskatchewan's Derelict Buildings Pilot Project;
2. The property with the following legal description is hereby declared to be derelict:

   [Insert legal property description, followed by the municipal address – where possible, include both]

3. The Administrator is hereby authorized to take all necessary steps to prepare and submit the municipality's application for the pilot project; and
4. The Council acknowledges and accepts the liabilities associated with participation in the pilot project, as specified in the Acknowledgment of Liability and Indemnity attached hereto as Schedule "A" (the "Agreement"), and authorizes the Administrator and a second designated official to both sign the Agreement on behalf of the municipality.

SPSA Acquired Structure Live Fire Training

Revised 2025

Saskatchewan Public Safety Agency

Introduction

Firefighter live fire training in acquired structures provides realistic scenarios that closely simulate actual firefighting conditions. These training environments allow firefighters to experience fire behavior, heat conditions, smoke movement, and tactical operations in a way that classroom instruction and simulations cannot fully replicate. However, acquired structure training also presents several drawbacks and concerns that must be carefully managed to ensure firefighter safety, training effectiveness, and compliance with regulations.

To maximize the benefits of acquired structure burns while mitigating risks, fire departments should implement a comprehensive training plan aligned with NFPA 1403: Standard on Live Fire Training Evolutions. This plan should outline clear training objectives, safety measures, and expected learning outcomes. A structured approach ensures that live fire training is not simply an opportunity to burn a building but a carefully controlled exercise designed to develop critical skills.

A well-designed training program should:

- **Define Clear Goals** – Identify specific firefighter competencies to be developed, such as fire behavior recognition, hose management, ventilation coordination, and search-and-rescue techniques.
- **Establish Safety Protocols** – Adhere strictly to NFPA 1403 guidelines to control fire growth, maintain instructor oversight, and prevent unnecessary hazards.
- **Use Approved Fuel Loads** – Ensure compliance with NFPA 1403 by using only clean Class A fuels that provide consistent and measurable heat release rates (HRRs).
- **Incorporate Progressive Learning** – Structure training to build foundational skills before advancing to more complex fireground scenarios.
- **Evaluate Training Outcomes** – Conduct after-action reviews to assess firefighter performance, reinforce lessons learned, and adjust future training evolutions accordingly.
- **Ensure Qualified Oversight** – any training program and live fire evolution should be overseen by a qualified Life Fire Instructor in Charge, as per NFPA 1041, Standard for Fire and Emergency Services Instructor Qualifications, to ensure proper instructional delivery, compliance, and firefighter safety.

PART 1 – SAFETY CONSIDERATIONS

By following these principles, departments can ensure that live fire training in acquired structures is both safe and effective, preparing firefighters for real-world fire incidents while maintaining compliance with industry standards.

1. Structural Safety and Stability

- **Unknown Integrity:** Acquired structures may have unknown weaknesses or damage that could compromise firefighter safety during training.

- **Structural Collapse:** Over time, fire damage or neglect could make the structure prone to collapse under fire conditions.

2. Environmental Concerns

- **Hazardous Materials:** Older buildings may contain asbestos, lead-based paint, or other hazardous materials that can release toxic substances when burned.
- **Air and Water Pollution:** Burning materials can release harmful smoke, particulates, and runoff that can contaminate the surrounding environment.
- **Regulatory Compliance and Site Remediation:** Fire departments must follow provincial and federal environmental regulations, such as those outlined in the Saskatchewan Ministry of Environment Live Fire Suppression Training Guidelines, to ensure proper site selection, debris management, and post-burn cleanup. This may include conducting environmental assessments, removing hazardous materials before ignition, and implementing containment measures to prevent soil and water contamination.

3. Compliance with Standards

- **NFPA 1403 Standard on Live Fire Training Evolutions:** Training should adhere to strict guidelines outlined in NFPA 1403 to ensure safety and consistency.
- **Permits and Local Codes:** Acquired structures often require multiple permits and inspections, which can be time-consuming and costly.

4. Fire Behavior and Environmental Variables

- **Fire Dynamics in Acquired Structures:** While fire behavior follows established principles of combustion and heat transfer, acquired structures introduce variables such as mixed fuel loads, ventilation differences, and structural unknowns that can alter expected fire growth and spread.
- **Hidden Hazards:** Despite thorough inspections, concealed hazards such as flammable liquids, compromised gas lines, or deteriorated materials can introduce unexpected risks. Fire departments must assess these factors and apply fire behavior knowledge to anticipate potential dangers during training.

5. Safety Considerations

- **Exposure to Toxic Smoke:** While exposure to harmful combustion byproducts is an inherent risk in firefighting, proper ventilation, controlled fuel selection, and respiratory protection help minimize risks during training.
- **Injury Prevention:** Building preparation, including debris removal and structural assessments, reduces hazards such as uneven flooring and sharp objects. However, firefighters must still be mindful of environmental risks that mimic real-world conditions.
- **Role of the Safety Officer:** A safety officer, qualified to NFPA 1521, Standard for Fire Department Safety Officer, should oversee all live fire training to ensure adherence to

NFPA 1403 standards, verify the structural integrity of the building, and enforce safety protocols.

6. Resource-Intensive

- **Preparation Effort:** Preparing an acquired structure for live fire training often requires extensive time and effort, including cleaning out contents, inspecting for hazards, and applying safety measures like burn cells.
- **Financial Costs:** Acquired structure training often involves expenses related to permits, safety equipment, and environmental compliance.

7. Limited Availability

- **Finding Suitable Structures:** Acquiring structures suitable for training can be challenging, particularly in urban areas where available buildings may be scarce or unsuitable.

8. Public Perception

- **Community Concerns:** Burning structures in or near residential areas may raise concerns about air quality, noise, and safety among the local population.

9. Mitigation Strategies

- Conduct thorough inspections and testing for structural integrity and hazardous materials.
- Follow all NFPA 1403 requirements and local regulations.
- Use controlled burns and fire-resistant barriers to reduce risk.
- Engage with the community to explain the purpose and safety measures of the training.

PART 2 – LIMITATIONS OF ACQUIRED STRUCTURES

Older acquired structures often present limitations and inconsistencies when compared to the realities of modern structure fires. These differences can impact the effectiveness of training for today's firefighting tactics. Below are some key points highlighting these challenges:

1. Differences in Building Materials

- **Controlled Fire Behavior:** Acquired structures often contain legacy building materials such as solid wood, plaster, and brick. However, NFPA 1403-compliant burns do not allow fire to extend deep into structural components. Instead, fire growth is controlled through strategically placed Class A fuel packages to create repeatable training conditions.

- **Replicating Modern Fire Conditions:** While modern structures incorporate lightweight construction materials that burn faster and fail more quickly, NFPA 1403 prohibits the burning of synthetics. Training fires must be carefully designed using approved fuels to simulate realistic heat release rates (HRRs) and fire behavior while maintaining safety and repeatability.

2. Differences in Training Fuel Loads

- **Ventilation Differences:**
  - Legacy structures often have smaller windows and fewer openings, which limit ventilation and result in slower fire spread.
  - Modern structures are designed with larger, open floor plans and more windows, increasing ventilation potential and creating faster-moving fires.
- **Fuel Loads:** Acquired structures from older eras may have lower fuel loads compared to modern homes, where synthetic furnishings and plastics produce a higher heat release rate and more toxic smoke.

3. Structural Layouts and Tactical Adaptation

- **Training Across Different Layouts:** While older buildings tend to have smaller, compartmentalized rooms, and modern structures often favor open-concept designs, live fire training in any structure builds fundamental skills. Firefighters must develop proficiency in reading layouts, recognizing fire travel paths, and executing effective search-and-rescue operations.
- **Fire Spread Considerations:** Modern open-concept designs allow for more rapid fire and smoke spread due to increased ventilation. While acquired structures may not perfectly replicate this, training should emphasize recognizing fire conditions, adjusting tactics accordingly, and practicing controlled ventilation techniques.
- **Egress and Search Training:** Regardless of structural age, search and rescue rely on understanding layouts and performing effective size-ups. Firefighters must be adaptable, using fundamental principles of egress identification and movement through different building types.

4. Collapse Potential

- **Different Collapse Risks:**
  - Older buildings with heavy timber construction may withstand fire for longer periods before collapsing.
  - Modern lightweight construction often fails quickly under fire conditions, creating an inconsistency in recognizing warning signs of collapse during training.

5. Fire Suppression Tactics

- **Consistent Suppression Principles:** Regardless of a structure's age or construction type, best practices for fire suppression remain the same—applying adequate water flow

to control and extinguish the fire efficiently. Firefighters should follow established flow rate guidelines to match fire conditions and prevent fire growth.

- **Flow Rate Considerations:** While older structures may have different room sizes and materials, minimum fire flow rates for dwelling fires remain based on fire load and conditions rather than construction age. Firefighters must ensure they apply sufficient flow to achieve rapid knockdown, preventing fire spread and structural compromise.
- **Modern Fire Dynamics:** Increased heat release rates in modern fires may demand quicker, high-volume water application. While acquired structures may not replicate these exact conditions, training should emphasize rapid, coordinated attack strategies that align with real-world fire suppression needs.

6. Modern Building Systems and Fire Behavior

- **Energy Efficiency and Ventilation Considerations:** Modern buildings often feature tighter seals and advanced insulation, leading to ventilation-limited fires that can reignite when oxygen is introduced (e.g., "ventilation-induced flashovers"). While older structures may not always replicate these exact conditions, training should emphasize recognizing and managing fire behavior in sealed environments.
- **Presence of Modern Technologies:** While some older structures may have undergone renovations that introduce modern systems, acquired training buildings may not always reflect hazards such as photovoltaic systems, lithium-ion battery storage, and advanced HVAC designs. Firefighters must supplement live fire training with additional education on emerging fireground hazards, ensuring readiness for real-world incidents where these systems are present.

7. Firefighter Survival Training

- **Hazardous Atmospheres in Any Fire:** An IDLH atmosphere exists in all structure fires, regardless of fuel source. While modern materials produce higher concentrations of carbon monoxide (CO), hydrogen cyanide (HCN), and other toxic gases, firefighters must always follow proper air management and respiratory protection protocols.
- **Variations in Smoke and Toxicity:** While acquired structures may not fully replicate the smoke density and toxicity levels of modern fires fueled by synthetics, they still provide essential training in recognizing dangerous conditions, maintaining situational awareness, and executing survival techniques under IDLH conditions.

8. Community Perception and Training Relevance

- **Transferability of Skills:** Firefighting skills are built in progressive stages, and the tactics learned in acquired structures remain applicable across various building types. A well-trained firefighter can adapt techniques to different environments, ensuring effectiveness in modern fire conditions.

- **Instructor Role in Bridging Gaps:** While acquired structures may not always mirror contemporary construction, skilled instructors help trainees understand how to adjust tactics for modern buildings, reinforcing critical thinking and adaptability on the fireground.

9. Addressing the Limitations

To ensure training aligns with modern fire realities:

- **Use Fire Behavior-Appropriate Fuel Loads:** Instead of synthetic materials (prohibited by NFPA 1403), incorporate clean Class A fuel configurations that mimic the heat release rates (HRRs) of modern fires while maintaining environmental compliance.
- **Diversify Training Environments:** While purpose-built training facilities can replicate modern structures, acquired structures remain valuable, especially for departments responding to older buildings, common in rural settings. Firefighters must be prepared for a variety of building types.
- **Adopt Mixed Training Methods:** Combine live-fire training with computer-based simulations, tactical drills, and controlled burns in training centers to enhance adaptability.
- **Emphasize Fire Dynamics:** Teach firefighters to recognize and adjust to fire behavior differences, such as ventilation-limited fires, rapid heat buildup, and fuel-driven fire growth, ensuring readiness for both older and modern structures.

Live fire training in acquired structures remains a vital component of firefighter education, providing realistic, hands-on experience in fire behavior, suppression tactics, search and rescue, and survival skills. However, these training exercises must be carefully planned and executed to ensure safety, regulatory compliance, and effectiveness.

By addressing the concerns associated with acquired structure burns—such as fire behavior predictability, safety risks, modern building system limitations, and training relevance—departments can create a structured and comprehensive training program. Aligning training with NFPA 1403 standards, using appropriate fuel loads, and incorporating diverse training methods will help firefighters gain the necessary skills while minimizing risks.

By recognizing and addressing these limitations, training can better prepare firefighters for the challenges of today's structure fire realities. When properly managed, live fire training in acquired structures can be conducted safely and effectively**,** ensuring that firefighters are equipped with the knowledge and experience needed to protect lives and property in real-world emergencies.

PART 3 – STANDARD OF PRACTICE

Live Fire Training Burn Plan

Fire Department: _____

Address: _____

City/Town/Village/RM:_____,

Saskatchewan,

Postal Code _____

Training Date: _____

Instructor-in-charge: _____

Live Burn Document Checklist

1. Due Diligence
2. Proof of Clear Title
3. City/Town/Village/RM Release to Damage or Burn Structure
4. Building Use Agreement
5. Site Map & Floor Plans
6. Goals & Objectives
7. Organizational Chart
8. Personnel Assignments & Instructions
9. Communication Plan
10. Medical Plan
11. Safety Analysis & Plan
12. Site Inspection Planning & Equipment Checklist
13. Quick Access Pre-Fire Plan
14. Assignment Form
15. Summary of Activities Conducted at Drill
16. Report of Injury
17. Report of Un-Safe Act
18. Notice to Adjacent Property Owners
19. Gas Utility Department Notice
20. Electric Utility Department Notice
21. Water Department Notice
22. Local/Regional Law Enforcement Notice
23. Fire Department Liability Insurance Coverage
24. Fire Department Participant Training Verification Form
25. Transfer of Authority of Property Back to City/Town/Village/RM
26. After Action Review (AAR) Report

1. Due Diligence

This Standard of Practice was developed using NFPA 1403, Standard on Live Fire Training Evolutions as a reference.

While the NFPA 1403 standard is not mandatory, it represents a widely recognized standard of practice. Unless a comprehensive plan is developed and implemented, it is advisable for the Local Authority to follow the guidelines set forth in NFPA 1403 to ensure safety and effectiveness in live fire training exercises.

2. Proof of Clear Title

Consider getting proof of clear title and insurance cancellation documents from City/Town/Village/RM.

This may be documentation from the clerk's office, assessor's office or tax office.

3. City/Town/Village/RM Release to Damage or Burn Structure

Having confirmed with the City/Town/Village/RM of_____

that a structure owned by the City/Town/Village/RM and is on title of property located at the following:

Address: _____

Surface Parcel Number: _____

Nearest Cross Road: _____

is under condemnation or unfit for human habitation and is beyond rehabilitation. I further agree that the structure should be used by the fire service for training as they see fit. In order that demolition may be accomplished, I give my consent to the _____ Fire Department to use or demolish the said structure by burning or other means.

_____ _____

City/Town/Village/RM designate Date

_____ _____

Fire Department/Instructors Representative Date

4. Acknowledgment of Building Use Agreement & Post-Burn/Use Property Condition

(Note: Should be reviewed by legal counsel prior to signatures.)

AGREEMENT:

On this _____day of_____, 20____, an agreement is made between;

_____(Insert name of your Fire Department),

and " City/Town/Village/RM ";

_____ (Insert the name of the City/Town/Village/RM)

WHEREAS, the Fire Department desires to further the training of its firefighters by conducting fire training exercises involving the controlled burning within a structure or other fire training activities.

WHEREAS, the City/Town/Village/RM acknowledges benefits received in the possible donation of the structure and further, the enhancement of fire protection services.

WHEREAS, the City/Town/Village/RM has requested the use/destruction of the structure located at

Address: _____

Surface Parcel Number: _____

Nearest Cross Road: _____

A visual description of the structure(s) to be use/destruction is as follows:

_____

_____

_____

WHEREAS, the building to be used/destroyed as identified in the above paragraph will be referred to herein as "the structure"; now therefore:

IT IS MUTUALLY AGREED BY THE PARTIES AS FOLLOWS:

1. The City/Town/Village/RM and the Fire Department propose to damage or destroy the structure during the week of _____ to_____. The actual date of the training will depend upon factors such as availability of personnel, equipment and weather conditions.
2. The City/Town/Village/RM agrees to indemnify the fire department from any liability arising out of any claim of injury from a person who is not an employee of a municipal fire department or of the City/Town/Village/RM in connection with the destruction of the structure.
3. The City/Town/Village/RM agrees to indemnify the Fire Department _____(agents/instructors), or entity from any liability arising out of any claim of injury from any person in connection with the destruction of the structure.
4. The City/Town/Village/RM assumes all liability for securing the structure during the term of this agreement, and further, the City/Town/Village/RM agrees to comply with all applicable bylaws and regulations of the City/Town/Village/RM and province with respect to removal of debris and the making safe of the site at the conclusion of the Fire Department (agents/instructors) destruction activities.
5. The City/Town/Village/RM assumes all responsibility for the cancellation of insurance and the for the disconnection of all utility services, including but not limited to gas, electric, water, telephone, television cables and antennas, for removal of fuel oil, other hazardous substance and conditions, removal of any fixtures, items or equipment the City/Town/Village/RM wishes to preserve prior to any destruction activities pursuant to this agreement. **If the** City/Town/Village/RM **has not completed these tasks at least twenty-four (24) hours before the first possible training date, the City/Town/Village/RM shall immediately notify the Fire Chief of this fact.**
6. The post-training condition of the structure will be the responsibility of the City/Town/Village/RM. The intent is to use the structure and/or demolish sections or all of the structure in training sessions. In most cases the ash, basement walls, foundation, metal debris and any other items will remain in the basement area or close proximity. These materials shall be disposed of by provincial and City/Town/Village/RM rules at the City/Town/Village/RM expense. All cost of permits and sampling will be at City/Town/Village/RM expense. If at any time during the training session the Instructor-In-Charge deems it necessary to extinguish the fire, the remains will be the responsibility of the City/Town/Village/RM.

Fire Chief: _____

Name Address Phone

Signed this _____day of _____20_____

City/Town/Village/RM Representative: _____

Name Address Phone

Signed this _____day of _____20_____

5. Site Map / Current Conditions

Training Date:_____

Address:_____

Site Map and Structure Drawing:

- Building Outline
- Property Lines
- Roads/Accesses
- Exposures, Utilities
- Septic Tanks
- Operational Control Areas
- Water Sources
- Site Hazards
- Support Locations
- Parking Areas

Building Size
Construction Type
Floor Plan
Exits
Windows
Ventilation Points
Fire Set Locations

Prepared by: _____

6. Goals & Objectives I General Operational Orders

Training Date:_____

Address:_____

Written Goals & Objectives:

Types of fires:

- Examples: Fire Behavior, Basic Fire Attack, Advanced Engine Company Operations, Victims, Burn to ground

Number of students and evolutions:

Goals & Objectives I General Operational Orders cont….

Written General Operational Orders:

Fires: Set location and burn order, Set size and combustible materials, Ignition process / procedure

Accountability Plan: Riding List, Firefighter accountability, When is firefighter accountability done, Instructor and student rotation plan, Water supply/pumper information, Rehab and evolution debrief procedure, Review of site map with staff including support area locations.

Prepared by: _____

Date: _____

7. Organizational Chart

Training Date: _____

Address: _____

Operations Staff

Instructor-In-Charge	
Deputy	

Safety

Safety Officer	
Ignition Officer	
Pump Operator	

Live Fire Instructors

Attack Line	
Backup Line	
RIT	
Outside Ventilation	

Support Personnel

EMS	
Rehab	
SCBA Service	
Staging	
Other	

Prepared by: _____

Date: _____

8. Personnel Assignments /Instructions

Training Date:_____

Address:_____

Instructor-in-Charge: _____

- Overall site and operational controls and management
- Assure adherence to burn plan and/or modify as conditions require
- Provide for safety of all participants

Safety Officer: _____

- Provide for and assure overall site safety
- Enforce all safety rules and processes
- Directly supervise and monitor fire sets and the ignition personnel
- Monitor conditions continuously and make changes or stop operations if needed
- Conduct building walk-through for staff and students

Ignition Officer: _____

- Assist building fire sets
- Under supervision of Safety Officer, light fire sets
- When lighting, work in pairs with hose line in place
- Use only fuels and ignition devices provided
- Monitor conditions and participants at all times and report discrepancies to Safety Officer
- Assist as directed by Instructor-In-Charge or Safety Officer

Live Fire Instructor Control Team: _____; _____; _____; _____.

- Monitor assigned students at all times
- Assure accountability
- Provide student instruction in accordance with goals and objectives
- Assure students are wearing PPE correctly
- Have no more than 5 students assigned
- Understand the burn plan, including ignition procedures
- Assure students are in proper position and ready for each evolution
- May rotate from backup line to attack line, etc. and understand particular expectations of all
- Understand RIT procedures and staffing
- Provide student debriefing

- Monitor conditions at all times and report discrepancies to Instructor-In-Charge, Safety Officer, and/or take immediate actions as necessary
- Control all fires so flashover/backdraft conditions do not occur

Water Supply / Pump Operators: _____

- Understand burn plan and order of operations – especially ignition procedures
- Assure water supply is maintained
- Always have booster tank full in case of emergency
- Report any water supply problems immediately via radio to the Instructor-In-Charge

Support Personnel: _____

- EMS
- Rehab
- SCBA service
- Staging
- Others as needed

Prepared by: _____

Date: _____

9. Communication Plan

Training Date:_____

Address:_____

Personnel	Radio Channel Assigned
Instructor-in-Charge to IC/Safety	_____
Fire Control Team to Instructor-in-Charge	_____
Burn Instructors to Instructor-in-Charge	_____
Fire Department	_____
EMS (BLS Transport Capable)	_____
Local PSAP for additional resources	_____
• Radio Channel _____	
• Phone Number _____	
Law Enforcement	_____
Public Works	_____
Other agencies as required	_____

Prepared by: _____

Date: _____

10. Medical Plan

Training Date:_____

Address:_____

On Scene EMS: _____

- Level of Service (Minimum BLS) _____
- Transport capabilities: Yes _____ No _____
- Location: _____
- How to contact: _____

Nearest Hospital: _____

- Location: _____
- Phone Number: _____
- Travel time to: _____

Helicopter Service: _____

- Travel time to site: _____
- Contact information: _____
- Landing Zone location: _____
- Site GPS coordinates: _____

Special Instructions:

Prepared by: _____

Date: _____

Recording of Vital Signs

During live fire training, recording vital signs of participants is crucial for safety and medical monitoring. This includes baseline measurements before the training and post-evolution checks to identify any heat-related disorders or medical issues. These vital signs, along with any necessary medical attention, are documented to ensure a safe training environment.

Vital sign monitoring in live fire training:

1. Baseline Vital Signs:
Before the training, EMS personnel typically take baseline vital signs (like blood pressure, pulse, respiratory rate, and temperature) for each participant.
This provides a reference point to compare against post-evolution measurements.

2. Post-Evolution Monitoring:
After each evolution, EMS personnel check and record vital signs of participants.
This helps identify any changes in vital signs that could indicate heat stress or other medical issues.

3. Medical Attention:
If a participant exhibits signs of a heat-related disorder, they are escorted to a rehab/EMS area for medical attention.

EMS personnel are responsible for providing treatment and vital sign monitoring during the rehab period.

4. Importance of Documentation:
All vital signs and any medical treatments are documented in the training records.
This documentation serves as a record of the training, and it can be used to identify trends or issues with the training program.

5. Vital Sign Monitoring Parameters:
Some common vital sign parameters that are monitored during live fire training include:
Blood pressure (diastolic pressure and resting blood pressure)
Pulse (heart rate)
Respiratory rate
Temperature
Mental status (altered status like slurred speech or weakness)
Skin temperature and colour
By monitoring vital signs, training organizations can ensure the safety and well-being of all participants during live fire training.

Recording of Vital Signs cont….

Date	Time	Pre-evolution	Post evolution

Firefighter	BP	Pulse	Respiratory Rate	Temp	Mental Status	Skin Temp and colour

Treatment

Date	Time	Pre-evolution	Post evolution

Firefighter	BP	Pulse	Respiratory Rate	Temp	Mental Status	Skin Temp and colour

Treatment

11. Safety Analysis and Plan (Checklist)

Training Date:_____

Address:_____

Written General Safety Message

- Hazard zones and required PPE use
- Accountability Procedures
- Fuel loads/types/locations
- Keep fires at controllable size
- One fire at a time-no fires in exit ways
- Instructor line in place during ignition and for instructor interior use
- Ignition procedure
- Monitor all conditions and personnel for heat and other fire-related emergencies
- Stay hydrated

Specific Written Safety procedures

- Building evacuation signal (demonstrated to all participants)
- Evacuation Rally Point
- Severe weather plan / shelter
- Specific site hazards

Building Walk Through

- With Instructor staff
- With students and instructors
- Point out exits and ventilation points
- Final check of fuel loads and structural conditions

Prepared by: _____

Date: _____

12. Site Inspection Planning & Equipment Check List

Inspected on _____20 ___by: _____

The location of this training is: _____

City/Town/Village/RM: _____

Address: _____

Completed		Item/
Yes	**No**	**Activity Description**
		1. All permits, forms and notifications distributed
		2. Site plan drawing, including all exposures
		3. Building plan, including overall dimensions
		4. Floor plan detailing rooms, hallways and exterior openings
		5. Proposed location of command post
		6. Proposed location of all apparatus
		7. Proposed position of all hose lines, including backup lines
		8. Proposed location of emergency escape routes
		9. Proposed location of emergency evacuation assembly area
		10.Proposed location of entrance and exit routes for emergency vehicles
		11.Inspect available water supply determined
		12.Required fire flow determined as per NFPA 1403 4.12 and 5.6
		13.Required reserve flow determined (50% of required flow)
		14.Apparatus pumping ability that exceeds the required fire flow
		15.Separate water supply established for attack and back-up lines
		16.Obtain projected and periodic weather reports
		17.Proposed parking areas designated and marked for all vehicles
		18.Operations area established and perimeter marked
		19.Communications frequencies established, equipment obtained
BUILDING INSPECTION		
		20.Building inspected for structural integrity
		21.All utilities located and identified
		22.Identify highly combustible interior wall and ceiling materials removed
		23.Identify all holes and walls patched or covered in rooms to be used
		24.Identify materials of exceptional weight, remove or seal off the area
		25.Windows checked and opened or closed as needed
		26.Doors checked and opened or closed as needed
		27.Building components checked; roof scuttles, sprinkler system, stand pipes, etc.

Yes	No	
		28.Identify chimneys and adequate ventilation holes for each separate enclosed roof area to be removed and pre-cut the day/night of the drill
		29.Identify stairways that need to be made safe with railings
		30.Identify fuel tanks and water heaters to be removed or adequately ventilated
		31.Identify all containers of unknown or hazardous contents must be removed
		32.Identify unnecessary inside and outside debris removed, extraordinary exterior and interior hazards remedied
		33.Porches and outside steps made safe
		34.Identify cisterns, wells, cesspools and other ground openings fenced, marked or filled
		35.Identify toxic weeds, hives, vermin, brush, surrounding vegetation to be removed
		36.Identify exposures-propane tanks, trees, buildings, utilities to be removed, protected
		37.Adequate roof ventilation holes cut for each roof section or area
APPARATUS NEEDED FOR TYPICAL RESIDENTIAL HOUSE		
		38.(2) Class A 800 LPM (175 gpm) or larger capable of meeting the required fire flow with 4.5” or larger hard suction tube. One engine for attack lines and one for backup lines
		39.Water tenders capable of meeting the supply needs if hydrants are not used
		40.(2) 7500 litre (2000 gallon) portable drop tanks if water tenders are used
		41.(1) water source capable of supplying the required fire flow if not using hydrants
		42.(2) hydrants capable of supplying the required fire flow if tenders are not used
		43.(1) EMS unit for possible firefighter emergencies
		44.(1) SCBA air supply unit to refill SCBA
		45.(4) 1.5” or 1.75” nozzles
		46.(2) gated wyes – 1.5 x 1.5 x 2.5
		47.180 m (600 ft) of 1.5” hose; attack, exposure, instructor and backup lines
		48.120 m or (400 ft) of 2.5” hose
BURNABLE CLASS A FUELS & BUILDING SUPPLIES FOR 30 STUDENTS		
		49.(30) Bales of **DRY** oats, straw or hay or 12 bales (4 ft sq.) of **DRY** cardboard (the straw or cardboard MUST BE KEPT DRY!)
		50.(20) dry wood pallets
		51.(2) pitchforks
		52.(1) hammer and supply of 16 penny nails and spikes
		53.(10) extra glass storm windows, not necessary to fit tight on windows

		54.(8) 4 x 8 sheets of press board 3/4” thick

YES	NO	
		55.(1) propane torch for igniting fuels
PERSONNEL & REHAB SUPPLIES		
		56.(1) source of fresh drinking water and cups
		57.(1) waste container for cups
		58.(1) meal for each person at the drill (no cheese sandwiches)
		59.(1) flashlight for each student as they enter the structure
		60.(4) qualified interior structural or prop burn instructors
		61. SCBA inspected
		62. PPE inspected

13. Quick Access Pre-Fire Plan

Building Address:		Evaluator: Training Date:		
Building Description: Roof Construction: Floor Construction:				
Occupancy Type: CCN = Type I, II, III, IV, V OHCN = 3, 4, 5, 6, 7		Initial Response Required:		
Hazards to personnel:				
Location of water supply:		Available Flow		
	Estimated Fire Flow Length x Width Exposures = 25% _____x (floors) = _____GPM per floor x 3.78541 _____=LPM *Of Total Flow per Exposure*			
Level of Involvement	25%	50%	75%	100%
Estimated Fire Flow (1)				
Attached Bldg. Fire Flow(2)				
Fire Behavior Prediction:				Total
Predicted Strategies:				
Problems Anticipated:				
Standpipe: Y or N Control Location:	Sprinklers: Y or N Control Location:	Fire Detection: Y or N Control Location:		

Length X Width

1. ------ X------- = _____GPM/Floor X ___(# floors) _____=GPM x 3.78541 _____=LPM
   3
2. ------ X------- = _____GPM/Floor X ___(# floors) _____=GPM x 3.78541 _____=LPM
   3

Total gallons = _____GPM x 3.78541 _____=LPM

3. Exposure Side "A" (25% of total base 100% flow) = _____GPM x 3.78541 _____=LPM
4. Exposure Side "B" (25% of total base 100% flow) = _____GPM x 3.78541 _____=LPM
5. Exposure Side "C" (25% of total base 100% flow) = _____GPM x 3.78541 _____=LPM
6. Exposure Side "D" (25% of total base 100% flow) = _____GPM x 3.78541 _____=LPM
7. 100% involvement plus exposures potential = _____GPM x 3.78541 _____=LPM

14. ASSIGNMENT FORM

Training Date:_____

Address:_____

Wind Direction: _____Wind Speed: _____Weather: _____Temp: _____

Safety Officer: _____

Instructor-In-Charge: _____

Team:_____	Time In/Out _____/_____		Team:_____	Time In/Out _____/_____
	Air Pressure			Air Pressure
Instr.			Instr.	
1.			1.	
2.			2.	
3.			3.	
4.			4.	
5.			5.	

Team:_____	Time In/Out _____/_____		Team:_____	Time In/Out _____/_____
	Air Pressure			Air Pressure
Instr.			Instr.	
1.			1.	
2.			2.	
3.			3.	
4.			4.	
5.			5.	

Team:_____	Time In/Out _____/_____		Team:_____	Time In/Out _____/_____
	Air Pressure			Air Pressure
Instr.		Instr.		
1.		1.		
2.		2.		
3.		3.		
4.		4.		
5.		5.		

Team:_____	Time In/Out _____/_____		Team:_____	Time In/Out _____/_____
	Air Pressure			Air Pressure
Instr.		Instr.		
1.		1.		
2.		2.		
3.		3.		
4.		4.		
5.		5.		

Team:_____	Time In/Out _____/_____		Team:_____	Time In/Out _____/_____
	Air Pressure			Air Pressure
		Instr.		
1.		1.		
2.		2.		
3.		3.		
4.		4.		
5.		5.		

15. Summary of Activities Conducted At Drill

Accounting of activities conducted: _____

_____

_____

_____

_____

Unusual conditions encountered: _____

_____

_____

_____

_____

Changes or deterioration in the structure: _____

_____

_____

_____

_____

Any injuries or treatment rendered: _____

_____

_____

_____

_____

_____

Completed by: _____

Date: _____

16. Report of Injury

Report a work-related injury to the WCB within five days of being made aware of it.

As fire chief, you are required by law to report work-related injuries within five days of being made aware of them. Failure to do so may result in fines or prosecution, or both. Filing an Employer's Report of Injury (E1) is quick and easy online. Late reporting slows down the claims process. Prompt reporting helps your worker get the benefits they are entitled to sooner and helps get them back to work faster.

Firefighters, including volunteer firefighters in Saskatchewan are covered by the Workers' Compensation Board (WCB), provided they meet certain conditions.

According to the Saskatchewan WCB Policy POL 17/2024, volunteer firefighters are considered workers under The Workers' Compensation Act, 2013 if they are:

- Registered with a Saskatchewan municipality for the purpose of firefighting.
- Performing duties such as responding to fires, traveling to and from fire scenes (without personal detours), or attending firefighter training.

Coverage includes:

- Injuries sustained during firefighting activities.
- Travel to and from the fire scene (as long as it's direct).
- Training sessions.

Presumptive coverage for certain cancers and cardiac injuries, similar to career firefighters.

Saskatchewan Workers' Compensation Board
200-1881 Scarth St.
Regina, SK S4P 4L1
wcbsask.com

Click on any field to start editing.

Phone: 306.787.4370
Toll free: 1.800.667.7590
Fax: 306.787.4311
Toll free fax: 1.888.844.7773
Email: forms@wcbsask.com

E1

Reset Form

Employer's Initial Report of Injury

WCB claim number:

Reporting options: 1) Phone: 1.800.787.9288 2) wcbsask.com 3) Fax 4) Email: forms@wcbsask.com

Has this incident already been reported to the WCB by the worker or a health-care provider? ☐ Yes ☐ No ☐ Unsure

Claim number (if known):

Is this injury related to a previous injury that has a past WCB claim? ☐ Yes ☐ No ☐ Unsure

Claim number (if known):

Section A: employer information

Business name:

Address:

City: Prov: Postal code:

Phone:

WCB firm number:

Industry rate code:

Contact for general questions/inquiries

Contact person:

Phone:

Email:

Position:

Section B: worker information

Name:

Address:

City: Prov: Postal code:

Email

Phone(s): /

Specific division (if applicable):

Occupation:

Social Insurance Number:

Date of birth: MM/DD/YYYY Gender: ☐ Male ☐ Female

Hire date: MM/DD/YYYY

Section C: injury information

1. Injury date: MM/DD/YYYY 2. Fatality? ☐ Yes ☐ No

3. Reported to employer on: MM/DD/YYYY 4. Province/state of injury:

5. Area of body injured:

6. In your own words, describe the incident as best you can:

7. Did the worker receive care from a health-care professional or visit a health-care facility due to this incident?
☐ Yes ☐ No ☐ Unsure

8. Do you have any reason to believe that this is not a work-related incident? ☐ Yes ☐ No

Explanation (if applicable):

9. Name of health-care provider or facility (if known):

10. Additional comments:

Section D: wage and employment information

11. Has or will the injured worker miss time from work after the date of injury? ☐ Yes ☐ No ☐ Unsure

12. First day off and time worker left work due to this injury: Date: _____ (MM/DD/YYYY) Time: _____ ☐ a.m. ☐ p.m.

13. Has the worker returned to work? ☐ Yes ☐ No ☐ Unsure
If yes, when did the worker return to work? _____ (MM/DD/YYYY)

14. Was the return to work for full or modified duties? ☐ Full duties ☐ Modified duties

15. Which best describes the worker's employment? ☐ Full time - hourly ☐ Full time - salary ☐ Part time - hourly ☐ Part time - salary ☐ Piecework ☐ Owner/operator ☐ Casual ☐ Other

Comments (if applicable): _____

16. What is the worker's gross (bi-weekly, monthly, annual) _____ salary? $ _____
If hourly paid, how many hours per week does the worker work? _____
If hourly paid, what is the worker's hourly wage? $ _____

17. What were the gross earnings for the worker from either the 52 weeks prior to the first day off due to injury or since the date of hire (if less than 52 weeks)? $ _____

18. Date range for earnings _____ (MM/DD/YYYY) to _____ (MM/DD/YYYY)

19. Was the worker off work without pay at any time during the above gross earnings period? ☐ Yes ☐ No
If yes, how many total working days was the worker off without pay? _____

20. What was the reason for this unpaid time off? _____

21. Does the worker have regular days off? ☐ Yes ☐ No
If "Yes," mark which days off: Sun Mon Tue Wed Thu Fri Sat
If "No," mark the days off for the month of the injury, plus one month before and one month after the first day off due to injury-

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Month of injury period																															
Month after injury period																															
Month before injury period																															

22. TD1 exemptions: ☐ Single ☐ Spouse, if partial Provincial amount $ _____ Federal amount $ _____
☐ Other $ _____ Number of children 18 years or younger: _____

23. Who should receive earnings loss payments? ☐ Worker ☐ Employer

24. Additional comments: _____

Section E: wage and employment contact

Name: _____ Phone: _____
Email: _____ Position: _____

Section F: declaration

I declare all the information provided is true and correct. I understand that criminal prosecution or penalties may result from any attempt to (1) obtain compensation benefits by fraudulent means and/or (2) prevent collection of compensation benefits.

Please print and sign form before mailing/faxing.

Date (MM/DD/YYYY)	Name (please print)	Signature

17. Report Of Un-Safe Act

Class: _____

Instructor: _____

Name of Student: _____

Department: _____

Student's age: _____Date of Activity_____Time:_____

DETAILS OF INCIDENT

(This information is for use in preventing similar incidents. Please answer all questions.)

1. What task was the student performing?

_____

_____

2. How was the student being supervised?

_____

_____

3. What did the student or instructor do unsafely?

_____

_____

4. What equipment was being used?

_____

_____

5. What steps should be taken to prevent similar unsafe acts?

_____

_____

6. Was the unsafe act brought to the attention of the instructor immediately? Yes No
If no, explain:

_____

_____

7. Would this incident have resulted in an injury? Yes No
If yes, give details:

_____

_____

18. Notice to Adjacent Property Owners

A MINIMUM OF THREE DAYS ADVANCE NOTICE OR AS SOON AS POSSIBLE

On _____the _____Fire Department will be conducting a live-burn training session which will include either partial or total demolition of a building by burning. The location of this training session is:

Address: _____

City/Town/Village/RM: _____

Saskatchewan

Postal Code: _____

Nearest cross road: _____

We are informing you of this training session so that you will not be surprised when you see the Fire Department working in your area on this date.

This will be a great opportunity for you to see your Fire Department at work, practicing techniques and skills to better protect you and your property.

We would like to remind you to take appropriate action to protect your car, laundry, if outside and other items that may come in contact with smoke or other particles. We would also like to remind you to keep your windows closed if you smell smoke in your area.

If you are not going to be at your residence or property at the time of the training session, please remember to make arrangements to have your windows closed and notify the Fire Department of a phone number where you can be reached.

Thank you for your continued support and cooperation.

Fire Chief _____

Fire Department _____

Phone _____

Fax _____

Date _____

19. Gas Utilities Notice

On _____the _____Fire Department will be conducting a live burn training session which will include demolition of a building by burning. The location of this training session is:

Address: _____
City/Town/Village/RM: _____
Saskatchewan
Postal Code: _____
Nearest cross road: _____

We are asking that you disconnect the utility service to the building by the above date. If you are unable to accomplish this, please notify the Fire Chief immediately.

We are notifying you so that your department can determine if there is a need for the possible removal or re-routing of any of your utility lines. Also, you may need to remove meters or other equipment that belong to you.

This notice will eliminate the receiving of complaints of service interruption during or after the training session.

Thank you for your continued cooperation.
Fire Chief _____
Fire Department _____
Phone _____
Fax _____
Date _____

20. Electric Utilities Notice

On _____the _____Fire Department will be conducting a live burn training session which will include demolition of a building by burning. The location of this training session is:

Address: _____
City/Town/Village/RM: _____
Saskatchewan
Postal Code: _____
Nearest cross road: _____

We are asking that you disconnect the utility service to the building by the above date. If you are unable to accomplish this, please notify the Fire Chief immediately.

We are notifying you so that your department can determine if there is a need for the possible removal or re-routing of any of your utility lines. Also, you may need to remove meters or other equipment that belong to you.

This notice will eliminate the receiving of complaints of service interruption during or after the training session.

Thank you for your continued cooperation.
Fire Chief _____
Fire Department _____
Phone _____
Fax _____
Date _____

21. Water Utilities Notice

On _____the _____Fire Department will be conducting a live burn training session which will include demolition of a building by burning. The location of this training session is:

Address: _____
City/Town/Village/RM: _____
Saskatchewan
Postal Code: _____
Nearest cross road: _____

Will you please bring this information to the attention of your personnel, as we will be using water from the following hydrants:

1. _____2. _____

3. _____4. _____

We are notifying you so that your department can prepare for this usage, so as to not receive complaints of rusty water or low water pressure during or after the training session.

You may also want to determine if you have any meters or other equipment that needs to be removed or protected.

If freezing is possible, please have your personnel winterize the hydrant(s) that were used.

Thank you for your continued cooperation.
Fire Chief _____
Fire Department _____
Phone _____
Date _____

22. Local/Regional Law Enforcement Notice

On _____ the _____ Fire Department will be conducting a live burn training session which will include demolition of a building by burning. The location of this training session is:

Address: _____
City/Town/Village/RM: _____
Saskatchewan
Postal Code: _____
Nearest cross road: _____

Please bring this to the attention of your dispatcher and patrol units. We may need traffic control if the location warrants it.

We would also like to be notified of any reported fires in the area which we are operating from. You may receive reports of a fire by pedestrians. Do not activate the alarm until you call us by radio or telephone first to confirm the location of the reported fire.

Thank you for your continued cooperation.
Fire Chief _____
Fire Department _____
Phone _____
Fax _____
Date _____

23. Liability Insurance Coverage Obtained

Most Cities/Towns/Villages/RMs and their fire departments have liability insurance which covers any acts or omissions that may take place during a structural burn.

Fire department members are covered under the Workers Compensation Board plan obtained by the City/Town/Village/RM to which the fire department belongs.

Remember to obtain liability insurance to cover the unexpected problems that may come up. This should include exposure and medical, plus anything else you might be concerned about.

CITY/TOWN/VILLAGE/RM LIABILITY INSURANCE OBTAINED:

Yes _____No _____

DOCUMENTATION ENCLOSED: Yes _____No _____

Fire Chief: _____

Fire Department: _____

Date: _____

24. Participant Training Verification Form

Per the NFPA 1403 *Standard on Live Fire Training Evolutions,* 4.3.1 Required Minimum Training, prior to being permitted to participate in live fire training evolutions, the student shall have received training to meet the minimum job performance requirements for Fire Fighter I of the NFPA 1001, *Standard for Fire Fighter Professional Qualifications* .

In addition, prior to being permitted to participate in live fire training evolutions, all participants shall have received training to meet the requirements in accordance with the NFPA 1403 *Standard on Live Fire Training Evolutions,* 4.3.2 Prerequisites for Live Fire Training Participants.

PLEASE PRINT NAME	**PLEASE PRINT NAME**
1. _____	11. _____
2. _____	12. _____
3. _____	13. _____
4. _____	14. _____
5. _____	15. _____
6. _____	16. _____
7. _____	17. _____
8. _____	18. _____
9. _____	19. _____
10. _____	20. _____

As Fire Chief of _____Fire Department, I verify that the students listed above are physically fit and have met the education requirements stated above. I also do hereby authorize the above individuals to participate in this training session.

Training	By Whom	Date

Signed	Printed	Dated

Duplicate and add extra sheets if necessary

25. TRANSFER OF AUTHORITY OF THE PROPERTY BACK TO THE CITY/TOWN/VILLAGE/RM

On _____, 20_____at _____hours, the _____Fire Department has turned the property back over to the City/Town/Village/RM. The training session has been completed and the property will become the responsibility of the City/Town/Village/RM. The location of this property is:

Address: _____

City/Town/Village/RM: _____

Saskatchewan

Postal Code: _____

Nearest cross road: _____

It will be your responsibility to watch for any unsafe fire conditions that may require the return of the fire department to the property. If this happens, please notify the fire department immediately by the 9-1-1 telephone system.

It will be your responsibility to secure people and pets from coming in contact with the remains and the hole in the ground or any unsafe conditions that may harm them in any way.

Thank you for your continued cooperation.

Fire Chief _____

Fire Department _____

Phone _____

Date: _____

I acknowledge that I am the owner of the property described above:
and that the fire department has returned my property to me in a manner that was agreed upon prior to fire training. I understand that I am once again responsible for my property and the proper disposal of the remaining structure.

City/Town/Village/RM Representative: _____

Date: _____

26. After Action Review (AAR) Report

1. General Information

Training Date:

Location of Training:

Live Fire Instructor-in-Charge:

Live Fire Instructor(s):

Safety Officer:

Participating Agencies/Departments:

Type of Live Fire Training:

☐ Exterior Class A

☐ Interior Class A

2. Training Objectives

Outline the intended learning outcomes and performance objectives.

3. Summary of Events

Provide a chronological narrative of the training evolution.

4. Participant Summary

Rank/Position	Number of Participants	Agency/Department
Firefighters		
Instructors		
Safety Officers		
Observers		
Others		

5. Safety Summary

Pre-burn briefing conducted: ☐ Yes ☐ No

Emergency medical resources on-site: ☐ Yes ☐ No

Safety walkthrough performed: ☐ Yes ☐ No

Rehab area provided: ☐ Yes ☐ No

PPE inspected before entry: ☐ Yes ☐ No

Incidents/Injuries: ☐ None ☐ Yes (provide details below)

If yes, describe:

6. Evaluation of Training

6.1. Achievement of Objectives

☐ Fully Achieved
☐ Partially Achieved
☐ Not Achieved

Comments:

6.2. Strengths Identified

6.3. Areas for Improvement

6.4. Recommendations for Future Training

7. Supporting Documentation

☐ Attendance Sheets

☐ Photos/Videos (if applicable)

☐ Incident Reports (if applicable)

☐ ICS 214 Activity Log (if used)

8. Review and Sign-Off

Prepared by:
Name: _____
Position: _____
Date: _____

Reviewed by (Training Officer):
Name: _____
Signature: _____
Date: _____