

Heartland Training Facility Policy

SUBJECT:	STANDARD OPERATING PROCEDURES ROOF PROP	POLICY#:	4A.5
EFFECTIVE:	MAY 1, 2011	PAGE:	1 OF 3
REVISED:	MAY 1, 2011		

The guidelines have been developed to be applicable to Heartland Training Facility (HTF).

Student Prerequisites

There are no student prerequisites.

Roof Prop Information

The roof prop is made up of two components. A panelized roof section, simulating a flat commercial/industrial style roof that would be encountered on tilt up style construction; and a conventionally framed roof section with a pitch that would be encountered on a typical single family dwelling. The north side of the pitched section is a 10/12 pitch, and the south side is a 6/12 pitch.

1-1 Scheduling

- 1-1.1 Use of the roof prop must be scheduled through the HTF office.
- 1-1.2 Keys for the conex storage box shall be obtained from the HTF office.

1-2 Roof Prop Structure

- 1-2.1 Strict safety practices shall be applied to the roof prop for evolutions.
- 1-2.2 A roof ladder is mandatory when working off the 10/12 pitch side of the roof prop.
- 1-2.3 The roof prop shall be inspected visually for damage prior to beginning evolutions. Any rafter that appears to be unsound shall be replaced.
- 1-2.4 Damage shall be documented.

1-2.5 The structural integrity of the prop shall be evaluated and documented every six months.

1-2.6 The roof prop shall be left in a safe condition upon completion of training evolutions.

1-2.7 Debris shall be removed prior to the beginning of the next training exercise. All scraps shall be discarded in the HTF dumpster.

1-2.8 Apparatus shall be parked on the HTF grinder and crews shall utilize the pass through gate to access the roof prop.

1-2.9 Where required or necessary, parking areas for police vehicles, the media, or other observers shall be designated. Consideration shall be given to locating this area in order to facilitate prompt response of apparatus in the event of an emergency. Consideration shall be given to locating this area to facilitate prompt response in the event of a personal injury to participants in the evolution.

1-2.10 Consideration shall be given to the designation and layout of ingress/egress routes in order to ensure their availability in the event of an emergency.

1-2.11 Visitors who are allowed within the operations area perimeter shall be equipped with and shall wear complete protective clothing.

1-3 Cutting Evolutions

1-3.1 Only areas sheathed in Oriented Strand Board (OSB) are to be cut. Plywood painted areas are not to be cut. Every effort should be made NOT to damage non cut areas of the prop. Any damage that can not be repaired by the crew using the prop shall be reported to the HTF office.

1-3.2 When replacing cut areas, the panelized prop is to be replaced with 3/8" OSB and the pitched prop replaced with 1/2" OSB. Nailing for both will be 12" on center (o.c.) in the field and on the edges.

1-3.3 Materials for rebuilding the prop will be kept in the conex storage box. A Skil saw, air compressor, nail gun and nails will be stored in the box as well. An inventory sheet for materials used must be completed and signed by the officer in charge of the drill. Notify the HTF office if materials are needed and/or equipment is broken or not working properly.

1-4 Safety

1-4.1 A Safety Officer shall be designated for all roof prop evolutions. Under the direction of the Captain, a crew member may act as Safety Officer.

1-4.2 The responsibilities of the safety officer shall include, but shall not be limited to, the following:

- (1) Prevention of unsafe acts
- (2) Elimination of unsafe conditions
- (3) Establish a clearly defined safety perimeter

1-4.3 The Safety Officer shall have the authority, regardless of rank, to intervene and control any aspect of the operations when, in his or her judgment, a potential or actual danger, accident, or unsafe condition exists.

1-4.4 Prior to conducting roof prop evolutions, a safety briefing session shall be conducted for all participants.

1-4.5 In the event an evolution has been stopped for safety reasons, the evolution shall continue only when actions have been taken to mitigate the hazard.

1-4.6 Written reports shall be filled out and submitted on all injuries, accidents and near misses and on all medical aid rendered. An investigation per HTF policy shall be conducted on all injuries.

1-4.7 Each participant shall be equipped with full personal protective equipment (Including eye protection in place).

1-4.8 Visitors who are allowed within the operations area perimeter shall be equipped with and shall wear complete protective clothing.

1-5 Instructors

1-5.1 The instructor-in-charge shall be the rank of Captain or above

1-5.2 The participating student-to-instructor ratio shall not be greater than 5 to 1.

1-5.3 Additional instructors shall be designated when factors such as extreme temperatures or large groups are present, and classes of long duration are planned.

1-5.4 The instructor-in-charge shall be responsible for full compliance with this standard.