

### Welcome—User's Guide

#### Weekly Fire Drills

Weekly fire drills are designed to be a complement to existing training programs. Officers or those wishing to challenge themselves should use these drills, to promote a better understanding of the basic functions of our profession. Your own experiences, department procedures and other local factors must always be considered in your answers. If the questions don't quite fit your terminology or how you would operate, simply change the words. If the photos don't depict your response area, then make references to your own area. If the procedure isn't safe, efficient, or correspond to your methods, then teach your crew how you, (their officer) and your department expects them to do it. This is a core function of every member of our profession who wishes to get better and operate safer. As an officer or instructor, **training is your opportunity to communicate your expectations to your crews** in the best of environments. The emergency scene rarely gives you a chance to practice or try it again.

#### Using the Weekly Fire Drill

1. Download the drill as instructed.
  - Print out a copy for notes and handouts
2. Read the drill in it's entirety. Identify any differences in your operations and make notes on the subject.
3. Present the drill to your company (or take yourself through it) as if you were faced with the situation presented. Some delivery ideas include:
  - Reference your procedures, manpower and local characteristics in your presentation
  - Go out onto the floor, check the rigs, and make reference to the discussion points or equipment
  - Get out to similar areas or environments that are referenced in the drill
    - Build on the **basic** form of the weekly fire drill with your own discussion and question or examples
4. Document this training session using your departments forms or record keeping system.

