

TOWNSHIP FIRE DEPARTMENT CHAPTER 2: STANDARD OPERATING GUIDELINES	
Part 1: Response Guidelines Subject: Fire Investigation Page 1 of 2 Effective Date: 07-24-06	Section: 2-1-35 Revised Date:

- 35.01 Purpose. To insure the investigation of all fires occurring within the jurisdiction of Township Fire Department that are of suspicious origin or which causes destruction or damage to property.
- 35.02 Goal. These procedures will be used by the Incident Commander of the Emergency.
- 35.03 Policy.
1. It shall be the policy of Township Fire Department to make every effort to determine the cause and origin of all fires.
 2. It shall be the policy of Township Fire Department to request an immediate response of a Fire Investigator when any of the following circumstances exist:
 - a. Arson, incendiary or suspicious fires.
 - b. Evidence of or suspicion of any crime having occurred in connection with the emergency.
 - c. Deaths or injuries from fires.
 - d. Explosions.
 - e. Working fires with significant losses. (Ref e.1)
 - f. Incidents that, in the opinion of the Incident Commander, may possibly result in legal action.
 - g. Any situation not specifically mentioned when the Incident Commander believes immediate investigation is justified.
- 35.04 Responsibility.
1. It is the responsibility of all officers and firefighters to be alert for any evidence and to preserve such evidence until it can be properly photographed and collected by the Fire Investigator.
- 35.05 Procedure.
1. Determine cause and origin of fire insofar as possible.
 2. If it is determined that a Fire Investigator is required, the request for the Fire Investigator shall be made through Dispatch. Dispatch will have a list of approved Fire Investigators and order of call-out as determined by the Chief of Operations.
 3. The Fire Investigator shall work within all aspects of NFPA 921.

Subject: Fire Investigation

Date: 07-24-06

Page: 2 of 2

4. The Fire Investigator shall work by themselves, or if they choose, may be assisted by another member upon their request.
5. Any and all photographs of the fire scene shall be the responsibility of the Fire Investigator in order to maintain the chain-of-custody. All photos will be added to the run report and become property of Township Fire Department.
6. Any evidence needed shall be collected and secured only by the Fire Investigator in order to maintain the chain-of-custody.
7. The Fire Investigator shall also work with any insurance investigator/s when requested. If so, any findings or information shall be forwarded to the Chief of Operations, Incident Commander or Fire Chief, if the Fire Investigator deems necessary.
8. The Fire Investigator shall make any and all requests for the State Fire Marshall.
9. The Fire Investigator shall compile a report of their findings and attach this report to the Incident Commander's Report.
10. All firefighters shall complete a TFD First-In Report while on scene when requested by the Fire Investigator.

Ref 35.03 2.e:

ss 165.55(1) The chief of the fire department or company of every city, village and town in which a fire department or company exists, and where no fire department or company exists, the city mayor, village president or town clerk shall investigate or cause to be investigated the cause, origin and circumstances of every fire occurring in his or her city, village or town by which property has been destroyed or damaged when the damage exceeds \$500, and on fires of unknown origin he or she shall especially investigate whether the fire was the result of negligence, accident or design. Where any investigation discloses that the fire may be of incendiary origin, he or she shall report the same to the state fire marshal.

