



FFAI Skill Sheet 12 Scene Documentation © Revised: 4-29-19

NFPA 1033 Standard for Professional Qualifications for Fire Investigator 2014 Edition

NFPA 921 Guide for Fire and Explosion Investigations 2017 Edition

Candidate: _____ **Date:** _____

Reference Source NFPA 1033 2014 Edition 1.3.7 (8, 9, 10, 11), 4.3.3, NFPA 921 2017 Chapter 16

Expected Completion Time: 15 Minutes

TASK: 4.3.3 Construct investigative notes, given a fire scene, available documents (e.g., prefire plans and inspection reports), and interview information, so that the notes are accurate, provide further documentation of the scene, and represent complete documentation of the scene findings.

Performance Outcome: The Fire Investigator shall construct accurate and concise investigative notes that provide further documentation of the scene and complete documentation of the scene findings

EQUIPMENT REQUIRED: Appropriate Personal Protective Equipment, common tools and equipment

CONDITIONS: Given a prepared fire scene the candidate shall:

No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Obtain and review Fire Department NFIRS report and record relevant information in investigative notes				
2.	Conduct interview(s) of witnesses and record relevant data in investigative notes				
3.	Obtain and review any relevant building security/alarm reports and details and record relevant data in investigative notes				
4.	Correlate observations and gathered data with witness information and identify conflicting information				
5.	Verbalize gathered witness information to sufficiently convey the findings of the investigation (i.e. presenting to D.A., client or joint scene exam meetings etc.)				
	Total:	/5		/5	

BOLD=Critical Criteria that must be successfully completed.

Skills must be completed with >75% pass rate. (4/5)

_____	_____	_____	_____
Examiner	Date	Candidate	Date
(Print & Sign)			

_____	_____	_____	_____
Retest Examiner	Date	Candidate	Date
(Print & Sign)			