



# **CERTIFIED FIRE INVESTIGATOR**

## **PRACTICAL SKILLS CERTIFICATION EVALUATION PACKET** (NFPA Standard 1033, 2009 Edition)

**Department of Public Safety  
Alaska Fire Standards Council  
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*Revised November 2011*

## Skill Sheet Packet Instruction

### Purpose of the Skill Sheets

All skills listed in this packet are consistent with the 2009 edition of the NFPA 1033 Standard for Professional Qualifications for Fire Investigator. The Alaska Fire Standards Council (AFSC) provides these skill sheets as the basis for Fire Investigator testing and certification. For certification purposes, the final skill examination will consist of a series of mandatory skill stations and a selection of random skills from this packet.

### Description & Use

1. These skills sheets are designed for use by the Training Officer and Certified Fire Investigator candidate. Use of this packet throughout an accredited training program will assist in verifying candidate competency and completion of the [Certified Fire Investigator Training Record](#).
2. For eligibility to complete the final certification examination, a candidate must demonstrate competency in all skills during training and satisfactorily compete all items on the [Certified Fire Investigator Training Record](#) document.
3. This packet is designed to encompass the requisite skills for Certified Fire Investigator and many of these skill sheets are used for final testing and certification. Accreditation Managers/Training Officers and Certified Fire Investigator course instructors should utilize this evaluation packet during a course to prepare candidates for the certification exam. These skills sheets should be given to every Certified Fire Investigator candidate at the beginning of a training course and used throughout the course for ongoing evaluation by the course instructor. For a candidate's final skills evaluation, she or he must successfully perform each skill while being evaluated on performance competency by an AFSC examination representative.
4. The final skills examination will consist of skills selected from this packet. The AFSC office will select skill sheets from the mandatory and random skills categories. This packet contains a list of all mandatory and randomly selected skills that are used for the final examination.
5. Random skill stations will be selected using a test management system within the AFSC office. The random skill stations are selected just prior to the test date. The Certifying Officer will notify candidates which skills they will be required to complete at the start of the practical skills portion on the date of the examination.
6. The completion of the Certified Fire Investigator Training Record establishes a candidate's eligibility to test. This document must be fully completed and signed by the Accreditation Manager/Training Officer or designee for each candidate before a candidate can begin the final skills examination. The Certified Fire Investigator I Training Record and the practical skills evaluation sheets shall become a permanent part of the candidate's local training record, and this information shall be kept on file in accordance with local fire department procedures.

### Grading Criteria

1. It is expected that all of the listed skill sheet elements will be taught and evaluated by the Certified Fire Investigator instructor throughout a course. During the final skills exam the candidate must be prepared to perform all the skills listed in this packet. There are no specific critical points designated within the practical skill sheets, and the Certifying Officer (CO) will require the candidate to repeat an individual practical skill station if *all* of the listed skill items on a selected sheet are not completed by the candidate.

## **AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET**

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2. This packet contains skill requirements that involve the demonstration of fire investigator skills within "simulated" fire scenarios related to fire investigative activities. When applicable, skill sheets specifically describe when simulated fire conditions are permitted for certification testing.
3. Regardless of which final examination skills are selected, there are critical performance items that must be followed for satisfactory performance. Examples of unsatisfactory performance can include:
  - a. Exceeding limitations: time, safety, and equipment limitations
  - b. Inadequate/insufficient personal protective equipment
  - c. Lack of skill accuracy and task completion as defined on the skill evaluation sheet
  - d. Poor judgment in skill performance (i.e.- wrong application of tool or equipment or safety violation)
  - e. Failure to appropriately apply basic fire investigator knowledge as defined in the standard
  - f. Not competent in the specified task or skill steps
  - g. Outcome of the specified task is in doubt (i.e.- incorrectly performed or did not accomplish skill evaluation criteria)
  - h. Need for Evaluator intervention (i.e.- imminent health or safety risk to candidate or others)
  - i. Failure to adhere to basic safety principles or guidelines

### **Artificialities of Training and Testing**

Training and testing for Certified Fire Investigator can only approximate the "real world" activities of a fire investigator's duties. There are certain artificialities to training and testing that the candidate must be able to adapt to, and simulations during the final examination are often necessary to complete the required practical skill scenarios. Candidates must be aware that "real world" situations cannot be completely duplicated during final examination scenarios. For the best possible outcome during final skills examination, Certified Fire Investigator instructors must prepare the candidates to competently perform the skills listed in this packet throughout a training course.

### **Final Skills Evaluation**

The AFSC designated Certifying Officer (CO) conducts the final evaluation and utilizes the practical skills evaluation sheets during the final examination process. Throughout the final examination, the CO has the overall test site authority and is required to perform his or her duties as outlined in the [Certification Policy Manual](#).

For preparation of the final examination the designated CO must coordinate with the Accreditation Manager/Training Officer, or designee, to ensure an adequate test site location is available. The Accreditation Manager/Training Officer is responsible for preparation of all test site equipment/materials and arranging designated evaluators for the date of the practical examination. The CO must verify that all required elements are adequate for testing and will approve all designated Evaluators. Designated Evaluators shall receive training appropriate for the test site and are required to complete an [Evaluator Code of Ethics Compliance](#) agreement before testing begins.

The CO shall verify completion of the final examination packet, and the packet will be attached to the Certified Fire Investigator Training Record as part of the candidate's permanent local training record.

### **Emergency Medical Care and Hazardous Materials Requirements**

There are no specific Emergency Medical Care requirements to be certified at this level.

For eligibility as a Certified Fire Investigator, at a minimum an individual must meet the Hazardous Materials Awareness (chapter 4) level of certification as specified in [NFPA 472](#): Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction. AFSC certification at the Hazardous Materials Awareness level shall satisfy this requirement.

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

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## **Additional Notes:**

1. During the final practical examination it is expected that an appropriate uniform, or full personal protective equipment (PPE), shall be worn unless otherwise indicated within the skill evaluation sheet.
2. During some scenarios a candidate may be instructed to perform other fire investigator tasks not directly related to the specific skill sheet evaluation being tested. It is expected that the candidate shall perform all related skills correctly.
3. Some skills may include a time limit. An Evaluator may use a digital or analog watch/stopwatch for final skills evaluation. Prior to the start of the practical examination, the CO must inspect and approve all timing devices used during final skills evaluations.
4. Some skills require that equipment or documentation be used within the final skills examination. Unless otherwise indicated, it is permissible for the candidate to prepare or assemble the required equipment or paperwork at any time, provided that this does not interfere with the core skill, task, or evolution.
5. Candidates must be prepared to complete skills under a variety of conditions. Training and skills practice is often done during optimum conditions, but candidates must be prepared to adapt to changing conditions that can occur in actual fire scene situations. The Evaluator ultimately determines if the candidate has met the criteria specified on the skill(s) being evaluated.
6. For final examination, the performance of a skill, task, or evolution is not required to be done in the exact order of the steps (as outlined on the skill sheet), unless it is critical to a particular task. For example, a person must don turnout gear before donning an SCBA.
7. Some scenarios may involve skills that must be performed as a team. During final skills examinations Evaluators and candidates must be cognizant that each team member is evaluated separately to ensure individual criteria is met. An individual candidate may be required to repeat a task if they do not satisfy the skill sheet requirements if working as a member of a team.
8. Some skills may require that a candidate verbalizes information about a particular task or procedure. In such cases, any question(s) from the Evaluator to the candidate must be limited to those that satisfy the criteria listed on the skill sheet, and a question cannot exceed the scope the Certified Fire Investigator requirements.

## Certified Fire Investigator Final Written and Practical Examinations

Following is a brief outline of the reference materials and documents that are used for a Certified Fire Investigator final examination:

### Certified Fire Investigator Written Material References

- a. NFPA 1033: *Standard for Professional Qualifications for Fire Investigators*, 2009 edition
- b. NFPA 921: *Guide for Fire and Explosion Investigations*, 2008 edition
- c. Text (*each of the following text is only partially referenced and cannot be used as a stand alone resource for written exam preparation*)
  - IFSTA, *Fire Investigator*, 1<sup>st</sup> Edition
  - Kirk's *Fire Investigation*, 6<sup>th</sup> Edition
  - Delmar, *Fire Investigation*, 1<sup>st</sup> Edition

### Certified Fire Investigator Practical Skills Evaluation References

- a. NFPA 1033 Standard for Professional Qualifications for Fire Investigators, 2009 edition
- b. Certified Fire Investigator Practical Skills Evaluation Sheets (*this packet*)

### Final Examination Steps

- a. \*Certified Fire Investigator Training Record review (*this must be completed and signed off by the Accreditation Manager/Training Officer or designee prior to the date of the final examination and reviewed by the CO to ensure all elements are complete.*)
- b. Certifying Officer reviews and signs candidate Application for Certification
- c. Candidate completes the written examination administered by the CO
- d. Candidate completes the practical examination administered by the CO.
- e. Certifying Officer reviews completed Evaluator skill sheets and transfers information to the [Practical Examination Reporting Form](#) (PERF)
- f. Written exam, PERF, and signed application are forwarded to AFSC.
- g. AFSC Certified Fire Investigator certificate is issued upon successful completion of the written and practical exam (*within approximately 30 days of test date*)

*\*Note: The candidate's completed Training Record and signed Final Examination skill sheets shall be placed in the candidate's local training file in accordance with fire department procedures*



# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 2

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.2.2(B)	<b>SKILL AREA:</b> Exterior Survey
<b>TASK:</b> Conduct an exterior survey so that evidence is preserved, fire damage is interpreted, hazards are identified to avoid injuries, accessibility to the property is determined, and all potential means of ingress and egress are discovered.	
<b>PERFORMANCE OUTCOME:</b> The candidate will assess fire ground and structural condition, observe the damage and effects of the fire, interpret fire patterns, identify potential evidence, entry and egress points, and fire damage patterns. Indicate on a photo log where exterior photos would be taken, if any.	
<b>EQUIPMENT:</b> Simulated fire scene, standard fire investigator equipment and tools.	
<b>CONDITIONS:</b> The candidate shall demonstrate the ability to:	

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Complete a 360 degree survey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Note any safety hazards, including gas, electric, unsafe structure, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Enter on log where photos would be taken	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Isolate and mark potential evidence, if found	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Note ingress and egress points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Appropriately document observations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	
<b>Comments:</b>			

<i>Certifying Officer Name</i>	<i>Date</i>	<p style="text-align: center;"><b><u>Overall Skill Sheet Result:</u></b></p> <p style="text-align: center;"> <b>Pass (P):</b> <input type="checkbox"/>                    <b>Fail (F):</b> <input type="checkbox"/> </p>
<i>Certifying Officer Signature</i>		

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 3

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.2.3(B)	<b>SKILL AREA:</b> Conduct Interior Survey
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**TASK:** Conduct an interior survey so that areas of potential evidentiary value requiring further examination are identified and preserved, the evidentiary value of contents is determined, and hazards are identified in order to avoid injuries.

**PERFORMANCE OUTCOME:** The candidate will assess structural conditions, observe the damage and effects of the fire, discover the impact of fire suppression efforts on fire flow and heat propagation, and evaluate protected areas to determine the presence and/or absence of contents.

**EQUIPMENT:** Simulated fire scene, standard fire investigator equipment and tools.

**CONDITIONS:** The candidate shall demonstrate the ability to:

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Properly complete interior survey <i>(from least to most damaged area)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Note any safety hazards, including gas, electric, unsafe structure, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Indicate on photo log where photos would be taken, if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Discover the impact of fire suppression efforts on fire flow and heat propagation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Isolate and mark potential evidence, if found	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Observe /note entry and exit points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	

**Comments:**

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<i>Certifying Officer Name</i>	<i>Date</i>	<b>Overall Skill Sheet Result:</b>  <b>Pass (P):</b> <input type="checkbox"/> <b>Fail (F):</b> <input type="checkbox"/>
<i>Certifying Officer Signature</i>		

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 4

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.2.4(B)	<b>SKILL AREA:</b> Interpret Fire Patterns
<b>TASK:</b> Interpret fire patterns so that each individual pattern is evaluated with respect to the burning characteristics of the material involved.	
<b>PERFORMANCE OUTCOME:</b> The candidate will interpret the effects of burning characteristics on different types of materials.	
<b>EQUIPMENT:</b> Simulated fire scene, standard fire investigator equipment and tools, and some structural or content remains.	
<b>CONDITIONS:</b> The candidate shall demonstrate the ability to:	

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Obtain fire suppression briefing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Observe and document burn patterns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Observe and document different fire effect such as melting and smoke ( <i>identify at least two effects</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	
<b>Comments:</b>			

_____		_____
Certifying Officer Name		Date
_____		
Certifying Officer Signature		

**Overall Skill Sheet Result:**

**Pass (P):**     **Fail (F):**



# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 6

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.2.6(B)	<b>SKILL AREA:</b> Examine Fire Debris
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**TASK:** Examine and remove fire debris so that all debris is checked for fire cause evidence, potential ignition source(s) is identified, and evidence is preserved without investigator-inflicted damage or contamination.

**PERFORMANCE OUTCOME:** The candidate will employ search techniques that further the discovery of fire cause evidence and ignition sources use search techniques that incorporate documentation, and collect and preserve evidence.

**EQUIPMENT:** Simulated fire scene, standard fire investigator equipment and tools, and some structural or content remains.

**CONDITIONS:** The candidate shall demonstrate the ability to:

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Systematically remove fire debris	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Identify and protect items of evidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Identify and protect area of origin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Evaluate protected areas to determine the presence and/or absence of contents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Indicate possible ignition source	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<i>Retest Evaluator 1:</i>	
		<i>Retest Evaluator 2:</i>	

<b>Comments:</b>

<i>Certifying Officer Name</i>	<i>Date</i>	<p style="text-align: center;"><b><u>Overall Skill Sheet Result:</u></b></p> <p style="text-align: center;">Pass (P): <input type="checkbox"/>    Fail (F): <input type="checkbox"/></p>
<i>Certifying Officer Signature</i>		

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 7

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.2.7(B)	<b>SKILL AREA:</b> Reconstruct Fire Scene
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**TASK:** Reconstruct the area of origin so that all protected areas and fire patterns are identified and correlated to contents or structural remains, items potentially critical to cause determination and photo documentation are returned to their pre-fire location, and the area(s) or point(s) of origin is discovered.

**PERFORMANCE OUTCOME:** The candidate will examine all materials to determine the effects of fire, identify and distinguish among different types of fire-damaged contents, and return materials to their original position using protected areas and fire patterns.

**EQUIPMENT:** Simulated fire scene, standard fire investigator equipment and tools, some structural or content remains, assistant/support personnel (if needed), and other special equipment and tools.

**CONDITIONS:** The candidate shall demonstrate the ability to:

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Provide briefing to assistant or support personnel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Replace contents and reconstruct scene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Identify and distinguish among different types of fire-damaged contents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Document scene with photo log, sketch, or notes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Indicate point(s) of origin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	
<b>Comments:</b>			

_____ <i>Certifying Officer Name</i>	_____ <i>Date</i>	<p style="text-align: center; margin: 0;"><b><u>Overall Skill Sheet Result:</u></b></p> <p style="text-align: center; margin: 5px 0 0 0;"><b>Pass (P):</b> <input type="checkbox"/>    <b>Fail (F):</b> <input type="checkbox"/></p>
_____ <i>Certifying Officer Signature</i>		

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 8

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.2.8(B) [A4.2.8]	<b>SKILL AREA:</b> Inspect Building Systems
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**TASK:** Inspect the performance of building systems, including detection, suppression, HVAC, utilities, and building compartmentation, so that a determination can be made as to the need for expert resources, an operating system's impact on fire growth and spread is considered in identifying origin areas, defeated and/or failed systems are identified, and the system's potential as a fire cause is recognized.

**PERFORMANCE OUTCOME:** The candidate will determine the system's operation and its effect on the fire; identify alterations to, and failure indicators of, building systems; and evaluate the impact of suppression efforts on building systems.

**EQUIPMENT:** Simulated fire scene, standard fire investigator equipment and tools, some structural or content remains, and other special equipment and tools.

**CONDITIONS:** The candidate shall demonstrate the ability to:

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Locate utilities, HVAC, and detection system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Inspect exterior and interior system components	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Evaluate all systems as to potential effect on fire origin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Evaluate all systems as to potential effect on fire growth / travel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Note which, if any, experts will be needed for further evaluation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Document any systems that failed or were defeated/tampered with	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	
<b>Comments:</b>			

<i>Certifying Officer Name</i>	<i>Date</i>	<p style="text-align: center;"><b><u>Overall Skill Sheet Result:</u></b></p> <p style="text-align: center;"><b>Pass (P):</b> <input type="checkbox"/>    <b>Fail (F):</b> <input type="checkbox"/></p>
<i>Certifying Officer Signature</i>		

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 9

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.2.9(B)	<b>SKILL AREA:</b> Identify Explosive Effects
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**TASK:** Discriminate the effects of explosions from other types of damage so that an explosion is identified and its evidence is preserved.

**PERFORMANCE OUTCOME:** The candidate will identify explosive effects on glass, walls, foundations, and other building materials; distinguish between low- and high-order explosion effects; and analyze damage to document the blast zone and origin.

**EQUIPMENT:** Simulated fire scene, standard fire investigator equipment and tools, some structural or content remains, and other special equipment and tools.

**CONDITIONS:** The candidate shall demonstrate the ability to:

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Identify type of explosion (back-draft, fuel gas, bomb, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Identify characteristics of explosion including debris field, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Verbalize evidence protection procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Document findings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Evaluate scene as to origin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Evaluate scene as to potential cause	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	

<b>Comments:</b>

<i>Certifying Officer Name</i>	<i>Date</i>	<p style="text-align: center;"><b><u>Overall Skill Sheet Result:</u></b></p> <p style="text-align: center;"><b>Pass (P):</b> <input type="checkbox"/>    <b>Fail (F):</b> <input type="checkbox"/></p>
<i>Certifying Officer Signature</i>		

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 10

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.3.1(B)	<b>SKILL AREA:</b> Diagram Fire Scene
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**TASK:** Diagram the scene so that the scene is accurately represented and evidence, pertinent contents, significant patterns, and area(s) or point(s) of origin are identified.

**PERFORMANCE OUTCOME:** The candidate will demonstrate the ability to sketch the scene, basic drafting skills, and evidence recognition and observational skills.

**EQUIPMENT:** Simulated fire scene, standard fire investigator equipment and tools, some structural or content remains, and other special equipment and tools.

**CONDITIONS:** The candidate shall demonstrate the ability to:

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Diagram includes dimensions of scene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Diagram includes relative locations of windows and doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Diagram includes at least one item of evidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Diagram includes pertinent contents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Diagram shows important burn patterns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Diagram indicates area(s) of origin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Diagram has a legend including name, date, scene location, directional arrow ( <i>north</i> ), NTS ( <i>not to scale</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	

<b>Comments:</b>

<i>Certifying Officer Name</i>	<i>Date</i>	<b>Overall Skill Sheet Result:</b>  <b>Pass (P):</b> <input type="checkbox"/> <b>Fail (F):</b> <input type="checkbox"/>
<i>Certifying Officer Signature</i>		

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 11

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.3.2(B) A4.3.2	<b>SKILL AREA:</b> Photograph Fire Scene
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**TASK:** Photographically document the scene, so that the scene is accurately depicted and the photographs support scene findings.

**PERFORMANCE OUTCOME:** The candidate will demonstrate the ability to use a high-resolution camera, flash, and accessories to capture exterior and interior fire scene and complete photo log accordingly. *The use of various video camera systems to supplement visual documentation can be utilized and is encouraged.*

**EQUIPMENT:** Simulated fire scene, standard fire investigator equipment and tools, some structural or content remains, and other special equipment and tools.

**CONDITIONS:** The candidate shall demonstrate the ability to:

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Photograph exterior from all necessary angles and distances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Photograph interior from all necessary angles overall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Photograph pertinent patterns and evidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Use size references with photos if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Complete photo log accordingly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	

**Comments:**

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\_\_\_\_\_ *Certifying Officer Name*                      \_\_\_\_\_ *Date*

\_\_\_\_\_ *Certifying Officer Signature*

<b><u>Overall Skill Sheet Result:</u></b>
<b>Pass (P):</b> <input type="checkbox"/> <b>Fail (F):</b> <input type="checkbox"/>



# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 13

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.4.1(B)	<b>SKILL AREA:</b> Victim/Fatality Management
<b>TASK:</b> Utilize proper procedures for managing victims and fatalities so that all evidence is discovered and preserved and the protocol procedures are followed.	
<b>PERFORMANCE OUTCOME:</b> The candidate will apply observational skills and the have the ability to apply protocols to a given situation. This shall include using proper physical and legal procedures to retain evidence required within the investigation and working with law enforcement and medical examiner staff.	
<b>EQUIPMENT:</b> Simulated fire scene, standard fire investigator equipment and tools, some structural or content remains, protocol, appropriate personnel, and other special equipment and tools.	
<b>CONDITIONS:</b> The candidate shall demonstrate the ability to:	

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Use provided materials to note possible evidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Demonstrate or verbalize collection/preservation/protection methods for evidence, including clothing of victim	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Note evidence on rough sketch, including position of body	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Indicate on photo log what photos would be taken	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Verbalize areas of overlap and cooperation with other investigative agencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	
<b>Comments:</b>			

_____		_____
<i>Certifying Officer Name</i>		<i>Date</i>
_____		
<i>Certifying Officer Signature</i>		

**Overall Skill Sheet Result:**

**Pass (P):**     **Fail (F):**

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 14

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.4.2(B); .4.3(B); 4.4.4(B)	<b>SKILL AREA:</b> Evidence Recognition and Collection
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**TASK:** Locate, collect, and package evidence so that evidence is identified, preserved, collected, and packaged to avoid contamination and investigator-inflicted damage. Select evidence for analysis so that items for analysis support specific investigation needs. Establish and maintain a chain of custody, so that written documentation exists for each piece of evidence collected and evidence is secured.

**PERFORMANCE OUTCOME:** The candidate will demonstrate the ability to recognize different types of evidence and determine whether evidence is critical to the investigation. Evaluate the fire incident to determine forensic, engineering, or laboratory needs. Demonstrate the ability to execute the chain of custody procedures and accurately complete necessary documents.

**EQUIPMENT:** Simulated fire scene, standard fire investigator equipment and tools, some structural or content remains, collection protocol, appropriate personnel, chain of custody forms, and other evidence collection materials.

**CONDITIONS:** The candidate shall demonstrate the ability to:

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Identify evidence to be collected	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Collect using proper technique <i>(including decontamination of tools between samples)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Take samples adequate for the type of analysis desired	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Package properly including good seal on container	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Label evidence container with proper information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Use of evidence tape properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Verbalize maintenance of chain of custody	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Document collection of evidence in field notes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Verbalize type of testing desired on collected evidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	
<b>Comments:</b>			

_____ <i>Certifying Officer Name</i>	_____ <i>Date</i>	<p style="text-align: center; margin: 0;"><b>Overall Skill Sheet Result:</b></p> <p style="text-align: center; margin: 5px 0 0 0;">                     Pass (P): <input type="checkbox"/>    Fail (F): <input type="checkbox"/> </p>
_____ <i>Certifying Officer Signature</i>		

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 15

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.4.5(B)	<b>SKILL AREA:</b> Evidence Disposal
<b>TASK:</b> Dispose of evidence so that the disposal is timely, safely conducted, and in compliance with jurisdictional or agency requirements.	
<b>PERFORMANCE OUTCOME:</b> The candidate will dispose of evidence in a timely and safe manner and document disposal.	
<b>EQUIPMENT:</b> Incident briefing, fire scene notes, other related documents, jurisdictional or agency regulations, and file information.	
<b>CONDITIONS:</b> The candidate shall demonstrate the ability to:	

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Review case information provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Identify evidence that is subject to disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Verbalize disposal method and proper documentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	
<b>Comments:</b>			

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*Certifying Officer Name*

  
  

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*Certifying Officer Signature*

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*Date*

<b><u>Overall Skill Sheet Result:</u></b>
<b>Pass (P):</b> <input type="checkbox"/> <b>Fail (F):</b> <input type="checkbox"/>

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 16

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.5.1(B)	<b>SKILL AREA:</b> Develop Interview Plan
<b>TASK:</b> Develop an interview plan so that the plan reflects a strategy to further determine the fire cause and affix responsibility and includes a relevant questioning strategy for each individual to be interviewed that promotes the efficient use of the investigator's time.	
<b>PERFORMANCE OUTCOME:</b> The candidate will develop interview plans to assist in the determination of the cause of the fire and development of suspects utilizing planning skills, development of focused questions for specific individuals, and evaluation of existing file data to help develop questions and fill investigative gaps.	
<b>EQUIPMENT:</b> Incident briefing, fire scene notes, and other related documents.	
<b>CONDITIONS:</b> The candidate shall demonstrate the ability to:	

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Review fire scene notes and provided documents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Request additional information as needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Develop questions relevant to case file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Provide at least 2 interview strategies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	
<b>Comments:</b>			

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*Certifying Officer Name*

  

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*Certifying Officer Signature*

\_\_\_\_\_

*Date*

<b><u>Overall Skill Sheet Result:</u></b>
<b>Pass (P):</b> <input type="checkbox"/> <b>Fail (F):</b> <input type="checkbox"/>

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 17

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.5.2(B)	<b>SKILL AREA:</b> Conduct Interview
<b>TASK:</b> Conduct interviews so that pertinent information is obtained, follow-up questions are asked, responses to all questions are elicited, and the response to each question is documented accurately.	
<b>PERFORMANCE OUTCOME:</b> The candidate will conduct witness interview and adjust interviewing strategies based on deductive reasoning, interpret verbal and nonverbal communications, apply legal requirements applicable, and exhibit strong listening skills.	
<b>EQUIPMENT:</b> Interview room and setting, incident briefing, fire scene notes, and other related documents.	
<b>CONDITIONS:</b> The candidate shall demonstrate the ability to:	

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Identify witness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Establish rapport	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Ask relevant questions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Develop follow-up questions relative to answers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Document interview and apply applicable legal requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	

<b>Comments:</b>

<i>_____</i> Certifying Officer Name	<i>_____</i> Date
<i>_____</i> Certifying Officer Signature	

<b><u>Overall Skill Sheet Result:</u></b>
<b>Pass (P):</b> <input type="checkbox"/> <b>Fail (F):</b> <input type="checkbox"/>

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 18

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.5.3(B)	<b>SKILL AREA:</b> Evaluate Interview Data
<b>TASK:</b> Evaluate interview information so that all interview data is individually analyzed and correlated with all other interviews, corroborative and conflictive information is documented, and new leads are developed.	
<b>PERFORMANCE OUTCOME:</b> The candidate will demonstrate data correlation skills and the ability to evaluate source information (e.g., first responders and other witnesses).	
<b>EQUIPMENT:</b> Interview transcripts or notes, incident briefing, fire scene notes, and other related documents.	
<b>CONDITIONS:</b> The candidate shall demonstrate the ability to:	

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Read and compare file notes and interview notes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Note discrepancies and evaluate need for new information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Develop new questions / leads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Document new leads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	
<b>Comments:</b>			

<i>Certifying Officer Name</i>		<i>Date</i>
<i>Certifying Officer Signature</i>		

<b><u>Overall Skill Sheet Result:</u></b>
<b>Pass (P):</b> <input type="checkbox"/> <b>Fail (F):</b> <input type="checkbox"/>

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 19

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.6.1(B); 4.6.2(B)	<b>SKILL AREA:</b> Gather and Evaluate Investigative File
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**TASK:** Gather reports and records, so that all gathered documents are applicable to the investigation, complete, and authentic; the chain of custody is maintained; and the material is admissible in a legal proceeding. Evaluate the investigative file so that areas for further investigation are identified, the relationship between gathered documents and information is interpreted, and corroborative evidence and information discrepancies are discovered.

**PERFORMANCE OUTCOME:** The candidate will assemble reports, notes and records so all documents are appropriate to investigation, complete and authentic and chain of custody is maintained. Determine need for expert resources.

**EQUIPMENT:** Interview transcripts or notes, incident briefing, fire scene notes, and other related documents.

**CONDITIONS:** The candidate shall demonstrate the ability to:

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Assemble and evaluate documents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Filter out unnecessary documents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Request additional documentation if needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Document need for expert witnesses to assist in determining cause or responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<i>Retest Evaluator 1:</i>	
		<i>Retest Evaluator 2:</i>	

<b>Comments:</b>

<i>Certifying Officer Name</i>	<i>Date</i>	<p style="text-align: center;"><b><u>Overall Skill Sheet Result:</u></b></p> <p style="text-align: center;">Pass (P): <input type="checkbox"/>    Fail (F): <input type="checkbox"/></p>
<i>Certifying Officer Signature</i>		

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 20

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.6.3 (B)	<b>SKILL AREA:</b> Coordinate Expert Resources
<b>TASK:</b> Coordinate expert resources so that the expert's competencies are matched to the specific investigation needs, financial expenditures are justified, and utilization clearly furthers the investigative goals of determining cause or affixing responsibility.	
<b>PERFORMANCE OUTCOME:</b> The candidate will apply expert resources to further the investigation by networking with other investigators to identify experts, questioning experts relative to their qualifications, and developing a utilization plan for use of expert resources.	
<b>EQUIPMENT:</b> Interview transcripts or notes, incident briefing, fire scene notes, and other related documents.	
<b>CONDITIONS:</b> The candidate shall demonstrate the ability to:	

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Review fire scene or provided materials.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Evaluate and verbalize need for expert resources.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Question experts relative to their qualifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Explain how the selected expert witness will assist in the determination of causation or affixing responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	
<b>Comments:</b>			

<i>_____</i> Certifying Officer Name	<i>_____</i> Date	<p style="margin: 0;"><b><u>Overall Skill Sheet Result:</u></b></p> <p style="margin: 0;"><b>Pass (P):</b> <input type="checkbox"/>    <b>Fail (F):</b> <input type="checkbox"/></p>
<i>_____</i> Certifying Officer Signature		

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 21

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.6.4 (B); 4.6.5(B)	<b>SKILL AREA:</b> Establish Evidence
<b>TASK:</b> Establish evidence as to motive and/or opportunity so that the evidence is supported by documentation and meets the evidentiary requirements of the jurisdiction. Formulate an opinion of the person(s) and/or product(s) responsible for the fire, given all investigative findings, so that the opinion regarding responsibility for a fire is supported by the records, reports, documents, and evidence.	
<b>PERFORMANCE OUTCOME:</b> Through the use of gathered notes, interviews, scene exam and corroborating evidence, the candidate will form an opinion as to motive and the person and/or product responsible for the fire.	
<b>EQUIPMENT:</b> Interview transcripts or notes, incident briefing, fire scene notes, and other related documents.	
<b>CONDITIONS:</b> The candidate shall demonstrate the ability to:	

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Review investigation materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Determine the motive or opportunity of the incendiary fire	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	List supporting documents or evidence for determination of motive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Formulate an opinion as to the person and/or product responsible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	List supporting documents or evidence to support opinion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	
<b>Comments:</b>			

<i>_____</i> Certifying Officer Name	<i>_____</i> Date
<i>_____</i> Certifying Officer Signature	

<b><u>Overall Skill Sheet Result:</u></b>
<b>Pass (P):</b> <input type="checkbox"/> <b>Fail (F):</b> <input type="checkbox"/>

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 22

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.7.1 (B)	<b>SKILL AREA:</b> Prepare Written Report
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**TASK:** Prepare a written report so that the report accurately reflects the investigative findings, is concise, expresses the investigator's opinion, contains facts and data that the investigator relies on in rendering an opinion, contains the reasoning of the investigator by which each opinion was reached, and meets the needs or requirements of the intended audience(s).

**PERFORMANCE OUTCOME:** To demonstrate writing skills, the ability to analyze information, and the ability determine the reader's needs or requirements, the candidate will write a preliminary investigation report that includes an opinion as to the cause of the fire.

**EQUIPMENT:** Investigative findings, documentation, and a specific audience.

**CONDITIONS:** The candidate shall demonstrate the ability to:

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Review reports, findings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Complete a comprehensive written report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Include scene findings in report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Include pertinent facts from interviews in report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Report is concise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Report is legible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Opinion as to the cause of the fire is clearly expressed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	

<b>Comments:</b>

\_\_\_\_\_

*Certifying Officer Name*

\_\_\_\_\_

*Certifying Officer Signature*

\_\_\_\_\_

*Date*

<b>Overall Skill Sheet Result:</b>
<b>Pass (P):</b> <input type="checkbox"/> <b>Fail (F):</b> <input type="checkbox"/>

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 23

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.7.2(B)	<b>SKILL AREA:</b> Present Investigative Findings
<b>TASK:</b> Express investigative findings verbally so that the information is accurate, the presentation is completed within the allotted time, and the presentation includes only need-to-know information for the intended audience.	
<b>PERFORMANCE OUTCOME:</b> The candidate will use communication skills to verbally present an investigation report without error and within a 30-minute time frame to a selected audience.	
<b>EQUIPMENT:</b> Investigative findings, notes, a time allotment, and a specific audience.	
<b>CONDITIONS:</b> The candidate shall demonstrate the ability to:	

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Obtain and review the investigation report and other provided information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Identify the audience/member(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Verbally present the report information and/or findings in logical sequence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Do not report unnecessary information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Presentation concludes within time limits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Follow-up questions are answered without error	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	

<b>Comments:</b>

<i>Certifying Officer Name</i>	<i>Date</i>
<i>Certifying Officer Signature</i>	

<b><u>Overall Skill Sheet Result:</u></b>
<b>Pass (P):</b> <input type="checkbox"/> <b>Fail (F):</b> <input type="checkbox"/>

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 24

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.7.3(B)	<b>SKILL AREA:</b> Deliver Legal Testimony
<b>TASK:</b> Testify during legal proceedings so that all pertinent investigative information and evidence are presented clearly and accurately and the investigator's demeanor and attire are appropriate to the proceedings.	
<b>PERFORMANCE OUTCOME:</b> Communication and listening skills and ability to differentiate facts from opinion and determine accepted procedures, practices, and etiquette during legal proceedings.	
<b>EQUIPMENT:</b> Interview transcripts or notes, incident briefing, fire scene notes, other related documents. consultation with legal counsel, and a "mock" courtroom.	
<b>CONDITIONS:</b> The candidate shall demonstrate the ability to:	

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Review provided information prior to testimony	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Ask questions of prosecutor before testifying if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Testify in court to prosecutor's questions without error	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Testify in court to defenses' questions without error	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Demonstrate the ability to differentiate facts from opinion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	

<b>Comments:</b>

_____	_____
<i>Certifying Officer Name</i>	<i>Date</i>
_____	
<i>Certifying Officer Signature</i>	

<b><u>Overall Skill Sheet Result:</u></b>
<b>Pass (P):</b> <input type="checkbox"/> <b>Fail (F):</b> <input type="checkbox"/>

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

NFPA 1033- 2009 Ed.

## PRACTICAL SKILL REQUIREMENTS

CFI- 25

<b>Candidate:</b>	<b>Date:</b>
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<b>STANDARD:</b> NFPA 1033: 4.7.4(B)	<b>SKILL AREA:</b> Conduct Public Presentation
<b>TASK:</b> Conduct public informational presentations so that information is accurate, is appropriate to the audience, and clearly supports the information needs of the audience.	
<b>PERFORMANCE OUTCOME:</b> Ability to assemble, organize, and conduct a public presentation for at least 5-minutes.	
<b>EQUIPMENT:</b> Relevant data.	
<b>CONDITIONS:</b> The candidate shall demonstrate the ability to:	

No.	TASK STEPS	TEST		RETEST 1		RETEST 2	
		P	F	P	F	P	F
1.	Review reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Obtain briefing from Incident Commander	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Conduct 5 minute presentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Answer questions appropriately	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Evaluator:</b>		<b>Retest Evaluator 1:</b>	
		<b>Retest Evaluator 2:</b>	
<b>Comments:</b>			

<i>Certifying Officer Name</i>	<i>Date</i>
<i>Certifying Officer Signature</i>	

<b><u>Overall Skill Sheet Result:</u></b>
<b>Pass (P):</b> <input type="checkbox"/> <b>Fail (F):</b> <input type="checkbox"/>

# AFSC CERTIFIED FIRE INVESTIGATOR SKILLS EVALUATION PACKET

<b>Fire Investigator Practical Skills Job Performance Requirements</b> (NFPA 1033, 2009 Edition)			
Skill Sheet #	Tasks	NFPA Reference	Certification JPR Requirement: 11- Mandatory 3- Random (14 Total)
<a href="#">1</a>	Secure fire ground	4.2.1	Random
<a href="#">2</a>	Conduct an exterior survey	4.2.2	Mandatory
<a href="#">3</a>	Conduct interior survey	4.2.3	Mandatory
<a href="#">4</a>	Interpret fire patterns	4.2.4	Mandatory
<a href="#">5</a>	Analyze fire patterns	4.2.5	Mandatory
<a href="#">6</a>	Examine fire debris	4.2.6	Random
<a href="#">7</a>	Reconstruct fire scene	4.2.7	Random
<a href="#">8</a>	Inspect building systems	4.2.8	Random
<a href="#">9</a>	Identify explosive effects	4.2.9	Random
<a href="#">10</a>	Diagram fire scene	4.3.1	Mandatory
<a href="#">11</a>	Photograph fire scene	4.3.2	Mandatory
<a href="#">12</a>	Construct investigative notes	4.3.3	Mandatory
<a href="#">13</a>	Victim/fatality management	4.4.1	Random
<a href="#">14</a>	Evidence recognition and collection	4.4.2;4.4.3;4.4.4	Mandatory
<a href="#">15</a>	Evidence disposal	4.4.5	Random
<a href="#">16</a>	Develop interview plan	4.5.1	Random
<a href="#">17</a>	Conduct interview	4.5.2	Mandatory
<a href="#">18</a>	Evaluate interview data	4.5.3	Random
<a href="#">19</a>	Gather and evaluate investigative file	4.6.1; 4.6.2	Random
<a href="#">20</a>	Coordinate expert resources	4.6.3	Random
<a href="#">21</a>	Establish evidence	4.6.4;4.6.5	Random
<a href="#">22</a>	Prepare written report	4.7.1	Mandatory
<a href="#">23</a>	Present investigative findings	4.7.2	Mandatory
<a href="#">24</a>	Deliver legal testimony	4.7.3	Random
<a href="#">25</a>	Conduct public presentation	4.7.4	Random

**At a minimum, a "Standard Tool Kit" shall include:**

- a high-resolution camera
- flash, and film or media
- a flashlight
- a shovel
- hand tools
- a tape measure or other measuring device
- a broom
- evidence collection equipment and supplies.

• safety clothing and equipment  
*(examples of safety clothing and equipment are found in the safety chapter of NFPA 921)*

**"Special" equipment and tools may include:**

- heavy equipment
- hydrocarbon detectors
- ignitable liquid detection canine teams
- microscope
- flash point testers, and so forth.