



# **FIRE INVESTIGATOR TECHNICIAN**

**(LEVEL I)**

## **PRACTICAL SKILLS CERTIFICATION EVALUATION SHEETS (1998 NFPA 1033 Standard)**

**Fire Standards Council  
Department of Public Safety  
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*Version 1  
Revised January*

## Version Updates

### Version #2 – January 2008

- a. Updated Division name change
- b. Updated Bureau name and contact information

## **Notes on Using These Skill Sheets**

### **Purpose of the Skill Sheets**

The Department of Public Safety, Training and Education Bureau has developed these skill sheets as the basis for Level I Fire Investigator training and practical examination. Although during the training portion an instructor will teach and evaluate each skill individually, the final practical examination will be set up by consolidating relevant skill sheets into a station. In accordance with the grading criteria, the Certifying Officer is granted some flexibility in requiring the applicant to complete all of the points on the skill sheet, but it is expected that the applicant demonstrate competency in all skill areas. Further more the Certifying Officer may add any additional skill sheets or scenarios from this packet that they fell are necessary.

### **Use of these Skill Sheets**

1. These skill sheets should be given to every student at the beginning of their training program. These are the skills the students will be tested on at the end of the training program, and as such they should be aware of what the requirements will be.
2. This skill sheet packet includes all of the practical skills that must be accomplished in the Fire Investigator I training program. It is expected that within a student's training program he or she is taught each skill, and then performs each skill while being evaluated on his performance. This evaluation should not be confused with the "final exam skills evaluation" that will take place at the end of the course. This evaluation during the course is to provide the student and the instructor with information as to whether further training is necessary.
3. At the end of this packet is a list of the skill sheets that will be included in the final skills examination. These skill sheets have been grouped together into an "evolution or skill station" format so that a number of skills can be evaluated at one time. Fire Investigator skills examination requires that all of the skills listed at the end of this document be completed. One of the skill stations is a random one. This skill station will be developed by the Certifying Officer and the course instructor. The candidate will not know which of these skills will be randomly selected. Additionally, the Certifying Officer may select any other number of skills as they see fit, to provide an accurate representation of a student's capabilities.

### **Grading Criteria and Critical Points**

1. Every skill sheet includes a statement "Grading Criteria". This statement designates those items, or the specific percentage of items that must be complete to pass that particular skill sheet. If those criteria is not reached the applicant fails that skill sheet.
2. There are some of these skills sheets that may require the demonstration of firefighting skills with regards to specific fire scenarios. Some of these skills can be accomplished through "simulated" fire scenarios. In those instances the skill sheet specifically describes that these simulated conditions are allowed.

## **Grading Criteria and Critical Points - continued**

3. Regardless of the skill sheets used, the following are considered "critical points" and failure to perform them properly may result in failure of that skill sheet:
  - a. Using proper safety techniques in all evolutions
  - b. Using proper body substance isolation precautions
  - c. Completing the individual elements of a skill in the proper order
  - d. Exceeding any limitations such as time, safety, or equipment limitations
  - e. Lack smoothness and accuracy
  - f. Poor judgement in performing the skill
  - g. Not being the "master" of the task
  - h. Outcome of the task in doubt
  - i. Evaluator must intervene

## **Artificialities of Training and Testing**

Training and testing as a fire investigator can only approximate the real world activities of the investigator. There are certain artificialities to both training and testing which must be (and usually are) understood by both the instructor and the student. For example, in the testing and training phases of firefighting general impressions must be verbalized to the evaluator or instructor. Clearly, in the field setting, this impression would not be verbalized at the incident.

## **Evaluation**

A Training and Education Bureau approved Certifying Officer must conduct the final skills evaluation at the completion of a Fire Investigator training program. This Certifying Officer will be responsible for coordinating the other evaluators, the preparation of the testing site, and the process and procedures used during the skills testing. Completion of the testing skills for a particular training program must be verified by an evaluator approved by the Certifying Officer for that training level. The Certifying Officer is required to perform their duties as outlined in the TEB Certifying Officer Manual.

## **Notes on Hazardous Materials Awareness Training**

Although this packet does not include the skill sheets Hazardous Materials Awareness training, it is expected that the FFI applicant has completed all the requirements of NFPA 1033 3-1.1. Students will be tested during the written exam portion on their Awareness knowledge.

## **Additional Notes**

1. For many of the skill stations full turn out gear is required to perform the task. The Certifying Officer may require that the candidate also perform the skill while wearing SCBA. In these cases the CO may decide whether the candidate will be actually breathing air from the bottle or just wearing the SCBA while not using the mask. Because of the increased difficulty in evaluation and servicing the equipment after each skill, this option is left to the CO. Certifying Officers are cautioned though to adequately test each applicant in as realistic conditions as possible.
2. When performing a certain skill the investigator might also have to perform another task not directly related to that specific station being tested. In this case it is expected that the firefighter perform these skills correctly and at the Level I Fire Investigator level.
3. Some of the skills may need to be performed in a certain length of time. The evaluator may use a digital or analog watch to time these skills.
4. Some skills require that equipment be prepared or assembled. Unless the context indicates otherwise, it is permissible to prepare or assemble the required equipment or devices at any time, so long as it does not interfere with skill, task, or evolution. The student should know how to prepare or assemble all equipment.
5. Investigators should not only practice a skill under optimum conditions, but should also practice in more difficult and realistic circumstances as competence increases. Also, it is particularly important to be able to identify and respond rapidly and correctly to equipment malfunctions, improper use of equipment. If during a skill, a team or candidate begins to use a piece of equipment incorrectly, but quickly makes the necessary correction during the evolution, the evaluator may give the candidate credit for correctly completing the task.
6. While performing a skill, task, or evolution, the exact order of the steps (as outlined on the skill sheet) is not critical, unless the steps and order performed are critical to that particular skill. For example, a person must put on protective clothing before going into a hazardous area.
7. Some of the skill sheets involve skills that must be performed as a team. Evaluators are cautioned that while evaluating these scenarios each member of the team is evaluated performing each task. This may mean that the task or skill be repeated. Evaluators must also be aware of team members that may be “carrying” other team members through the skill or task.
8. In a few skill sheets, the investigator may be asked to verbalize information about a particular task or procedure. In such cases the evaluator must ask questions specifically related to the task or procedure at hand, and must not extend into other areas beyond that being tested. Additionally the questions must be at the Fire Investigator I level.

## **Acknowledgements**

Alaska Training and Education Bureau would like to acknowledge the assistance of the State of Washington State Fire Marshals Office and the State of Alaska Dept. of Health & Social Services, Emergency Medical Services Section, and the Homer Fire Department in preparing this skill sheet packet. Without the assistance of these agencies this document would not have been possible.

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

## 3-2 SCENE EXAMINATION

Evaluation Sheet: CFI 3-2.1

### 3-2.1 SECURING THE FIRE GROUND

**Candidate:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SS#:** \_\_\_\_\_

<b>Standard:</b> 3-2.1 NFPA 1033, 1998 Edition	<b>TASK:</b> Securing the Fire Ground				
<b>PERFORMANCE OUTCOME:</b> The candidate shall be able to secure the fire ground, given marking devices, sufficient personnel, and special tools and equipment, so that unauthorized persons can recognize the perimeters of the investigative scene and are kept from restricted areas, and all evidence or potential evidence is protected from damage or destruction.					
<b>Conditions:</b> Given an actual or simulated fire scene, the appropriate tools and the proper personal protective equipment the candidate shall:					
No.	Task Steps	First Test		Retest	
		Pass	Fail	Pass	Fail
1.	Meet with incident commander for safety briefing and gather the relevant information:				
2.	Don PPE (SCBA if needed) appropriate for the investigative scene given.				
3.	Gather tools as needed for securing scene.				
4.	Perform a walk around of the incident to determine the Hazardous areas, condition of the structure, and possible evidence to be marked later.				
5.	Place/erect effective barrier(s) that will resist the elements				
6.	Perform a more detailed review of the exterior of the structure to discover additional evidence				
7.	Place appropriate barrier/marketing devices as to identify and effectively protect possible evidence found				
8.	Advise incident commander of actions taken and areas of special concern.				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

**Grading Criteria:** All above task steps must be completed.

**Evaluator/Candidate Comments:** \_\_\_\_\_

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**Evaluator**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Re-Test Evaluator**

\_\_\_\_\_  
**Date**

<b>Overall Skill Sheet Score</b>	
Pass <input type="checkbox"/>	Fail <input type="checkbox"/>
<b>Overall Skill Sheet Re-Test Score</b>	
Pass <input type="checkbox"/>	Fail <input type="checkbox"/>

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

Evaluation Sheet: CFI 3-2.2

## 3-2 SCENE EXAMINATION

### 3-2.2 CONDUCTING AN EXTERIOR SURVEY

Candidate: \_\_\_\_\_

Date: \_\_\_\_\_

SS#: \_\_\_\_\_

<b>Standard:</b> 3-2.2 NFPA 1033, 1998 Edition	<b>TASK:</b> Conducting an Exterior Survey				
<b>PERFORMANCE OUTCOME:</b> The candidate shall be able to evaluate the structure to determine the amount of structural damage, points of entry/exit and level of safety for entering the building, evaluate the exterior of the structure for areas of greatest fire, smoke, and suppression damage.					
<b>Conditions:</b> Given an actual or simulated fire scene, the appropriate tools the candidate shall:					
<b>No.</b>	<b>Task Steps</b>	<b>First Test</b>		<b>Retest</b>	
		<b>Pass</b>	<b>Fail</b>	<b>Pass</b>	<b>Fail</b>
1.	Evaluate structural integrity for possible collapse or other hazards and reports any safety issues to the incident commander. Review the exterior for information as to the area or origin and cause, determine the type of construction and contact proper authority if criminal evidence is found				
2.	Stop investigation and preserves the fire scene for other authority if needed				
3.	Examine all structural openings and determine if they are open/closed or intact/damaged, locked/unlocked				
4.	Examine all openings found that are damaged for damage from the fire or damage from the suppression				
5.	Use proper examination procedures so not to contaminate possible evidence				
6.	Evaluate the exterior of the structure for areas of greatest to least smoke, fire and suppression damage				
7.	Consider damage and evidence and interpret burn patterns for progression of the fire through the structure				
8.	Examine all structural openings for evidence of use as an ingress or egress point by residents, firefighters and determine a ingress/egress point for investigation purposes				
RETEST APPROVED BY:		RETEST EVALUATOR:			

**Grading Criteria: 80% of the above task steps must be completed**

**Evaluator/Candidate Comments:** \_\_\_\_\_

_____ <b>Evaluator</b>	_____ <b>Date</b>	<p style="text-align: center;"><b>Overall Skill Sheet Score</b></p> <p style="text-align: center;">Pass <input type="checkbox"/>                      Fail <input type="checkbox"/></p>
_____ <b>Re-Test Evaluator</b>	_____ <b>Date</b>	<p style="text-align: center;"><b>Overall Skill Sheet Re-Test Score</b></p> <p style="text-align: center;">Pass <input type="checkbox"/>                      Fail <input type="checkbox"/></p>

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

Evaluation Sheet: CFI 3-2.3

## 3-2 SCENE EXAMINATION

### 3-2.3 CONDUCTING AN INTERIOR SURVEY

Candidate: \_\_\_\_\_

Date: \_\_\_\_\_

SS#: \_\_\_\_\_

<b>Standard:</b> 3-2.3 NFPA 1033, 1998 Edition	<b>TASK:</b> Conducting an Interior Survey				
<b>PERFORMANCE OUTCOME:</b> The candidate shall be able to evaluate the structure to determine the amount of structural damage, level of safety for entering the building, evaluate burn patterns, and identify and protect areas of possible evidentiary value.					
<b>Conditions:</b> Given an actual or simulated fire scene, the appropriate tools the candidate shall:					
No.	Task Steps	First Test		Retest	
		Pass	Fail	Pass	Fail
1.	Evaluate structural integrity for possible collapse or other hazards and reports any safety issues to the incident commander				
2.	Perform a walk-thru of the incident to determine the General condition of the structure, hazardous areas and areas of possible evidence				
3.	Use marking devices to block off hazardous and evidence areas				
4.	Advise fire suppression personnel of protected areas				
5.	Evaluate burn patterns to discover the area of origin then working away from the area of origin to determine the progression of the fire and the effects of fire suppression				
6.	Inspect areas protected from the effects of the fire to evaluate if the structure contains normal contents				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

**Grading Criteria: All above task steps must be completed**

**Evaluator/Candidate Comments:** \_\_\_\_\_

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Evaluator	Date	<div style="text-align: center; border-bottom: 1px solid black;"> <b>Overall Skill Sheet Score</b>                  Pass <input type="checkbox"/>                      Fail <input type="checkbox"/> </div> <div style="text-align: center;"> <b>Overall Skill Sheet Re-Test Score</b>                  Pass <input type="checkbox"/>                      Fail <input type="checkbox"/> </div>
Re-Test Evaluator	Date	

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

Evaluation Sheet: CFI 3-2.4 and 3-2.5

## 3-2 SCENE EXAMINATION

### 3-2.4 BURN PATTERN INTERPRETATION

### 3-2.5 BURN PATTERN CORRELATE

Candidate: \_\_\_\_\_

Date: \_\_\_\_\_

SS#: \_\_\_\_\_

<b>Standard:</b> 3-2.4 and 3-2.5 NFPA 1033, 1998 Edition	<b>TASK:</b> Interpret and Correlate Burn Patterns. Note: Within this task interpret and correlate are grouped into "evaluate". As such each candidate is expected to both interpret and correlate burn patterns during their evaluation.				
<b>PERFORMANCE OUTCOME:</b> The candidate shall be able to evaluate the effects of the fire on structural components and furnishings to determine the area of origin and the direction and intensity of the fire.					
<b>Conditions:</b> Given an actual or simulated fire scene, the appropriate tools the candidate shall:					
No.	Task Steps	<u>First Test</u>		<u>Retest</u>	
		Pass	Fail	Pass	Fail
1.	Evaluate the effects of burning on the wall and ceiling finishes and determine the direction of fire travel and fire intensity by evaluating depth of burning and discoloration, burn through areas and changes in finish material types				
2.	Evaluate the effects of burning on structural materials and determine the direction of fire travel and fire intensity by evaluating depth of burning and discoloration, orientation of heaviest char and protective finish type				
3.	Evaluate the effects of burning on furnishings and determine the direction of fire travel and fire intensity by evaluating the depth of burning and discoloration, orientation of heaviest burning and furnishing fuel load in the fire area(s)				
RETEST APPROVED BY: _____					

**Grading Criteria: 80% of the above task steps must be completed**

**Evaluator/Candidate Comments:** \_\_\_\_\_

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<b>Evaluator</b>	<b>Date</b>	<div style="text-align: center; border-bottom: 1px solid black;"> <b>Overall Skill Sheet Score</b> </div> <div style="text-align: center;">                     Pass <input type="checkbox"/>                      Fail <input type="checkbox"/> </div> <div style="text-align: center; border-bottom: 1px solid black;"> <b>Overall Skill Sheet Re-Test Score</b> </div> <div style="text-align: center;">                     Pass <input type="checkbox"/>                      Fail <input type="checkbox"/> </div>
<b>Re-Test Evaluator</b>	<b>Date</b>	

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

Evaluation Sheet: CFI 3-2.6

## 3-2 SCENE EXAMINATION

### 3-2.6 EXAMINATION AND REMOVAL OF FIRE DEBRIS

**Candidate:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SS#:** \_\_\_\_\_

<b>Standard:</b> 3-2.6 NFPA 1033, 1998 Edition	<b>TASK:</b> Examination and Removal of Fire Debris				
<b>PERFORMANCE OUTCOME:</b> The candidate shall be able to systematically remove debris from the area of origin while examining items for cause and recording the process					
<b>Conditions:</b> Given an actual or simulated fire scene, the appropriate tools the candidate shall:					
No.	Task Steps	First Test		Retest	
		Pass	Fail	Pass	Fail
1.	Photograph area as needed (3.-3.2)				
2.	Review burn patterns of top most materials for evidence of fire suppression efforts and possible ignition sources				
3.	Take additional photographs as needed to preserve removal procedure (3.-3.2)				
4.	Continue removing and examining material, covering above items as needed				
5.	Stop procedure if evidence of a suspected criminal activity is found, contact the proper authority and photograph stopping point				
6.	Complete the review of the debris at the area of origin and make a cause determination of accidental, intentional or undetermined				
7.	Continue investigation as needed				
RETEST APPROVED BY:					

**Grading Criteria:** All above task steps must be completed

**Evaluator/Candidate Comments:** \_\_\_\_\_  
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**Evaluator**

\_\_\_\_\_  
**Date**

  

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**Re-Test Evaluator**

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**Date**

<b>Overall Skill Sheet Score</b>	
Pass <input type="checkbox"/>	Fail <input type="checkbox"/>
<b>Overall Skill Sheet Re-Test Score</b>	
Pass <input type="checkbox"/>	Fail <input type="checkbox"/>

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

Evaluation Sheet: CFI 3-3.1

## 3-3 DOCUMENTING THE SCENE 3-3.1 DIAGRAMMING THE SCENE

**Candidate:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SS#:** \_\_\_\_\_

<b>Standard:</b> 3-3.1 NFPA 1033, 1998 Edition	<b>TASK:</b> Diagramming the Scene Note: This NFPA standard is partially completed at Level I.				
<b>PERFORMANCE OUTCOME:</b> The candidate shall be able to sketch a basic diagram of the scene accurate enough to be used to show approximate location of items of important information					
<b>Conditions:</b> Given an actual or simulated fire scene, the appropriate tools the candidate shall:					
No.	Task Steps	<u>First Test</u>		<u>Retest</u>	
		Pass	Fail	Pass	Fail
1.	Headline each sketch with your name, the incident number, the date and time, the location and orientation				
2.	Sketch a drawing of the overall area showing the location of the structure on the property using approximate or actual measurements and sketch in items and information of importance				
3.	Sketch floor plan on the drawing or on an additional drawing as needed for clarity using the same headline information, actual measurements and sketch in items and information of importance				
4.	Sketch the area of origin on the drawing or on an additional drawing as needed for clarity using the same headline information, actual measurements and sketch in items and information of importance				
5.	Support the drawings with photographs as needed				
RETEST APPROVED BY: _____					

**Grading Criteria:** All above task steps must be completed

**Evaluator/Candidate Comments:** \_\_\_\_\_  
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_____ <b>Evaluator</b>	_____ <b>Date</b>	<b>Overall Skill Sheet Score</b>  Pass <input type="checkbox"/> Fail <input type="checkbox"/>
_____ <b>Re-Test Evaluator</b>	_____ <b>Date</b>	<b>Overall Skill Sheet Re-Test Score</b>  Pass <input type="checkbox"/> Fail <input type="checkbox"/>

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

Evaluation Sheet: CFI 3-3.2

## 3-2 DOCUMENTING THE SCENE

### 3-3.2 SCENE PHOTOGRAPHY

**Candidate:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SS#:** \_\_\_\_\_

<b>Standard:</b> 3-3.2 NFPA 1033, 1998 Edition	<b>TASK:</b> Photographing the Fire Scene Note: This NFPA standard is partially completed at Level I.				
<b>PERFORMANCE OUTCOME:</b> The candidate shall be able to demonstrate the basic use of photographic equipment used by the fire department for photographing a fire scene and evidence					
<b>Conditions:</b> Given an actual or simulated fire scene, the appropriate tools, a scene sketch and an objective for photographing, the candidate shall:					
No.	Task Steps	<u>First Test</u>		<u>Retest</u>	
		Pass	Fail	Pass	Fail
1.	Select the proper photographic equipment for the object(s) to be photographed explaining why it was chosen to the evaluator				
2.	Ensure the unit is ready for operation verbalizing the checking procedure to the evaluator				
3.	Verbalize the procedure of selecting the angle and lighting needed and an item used to show the scale of size to produce a proper recording of the objective				
4.	Record each photo on the scene sketch noting location, direction, photo number and roll number				
5.	Verbalize the need for recording the objective on a secondary photographic unit if it is critical to the investigation				
6.	Remove the film from the camera and place in a container with a seal showing the incident and roll number.				
RETEST APPROVED BY: _____					

**Grading Criteria:** All above task steps must be completed

**Evaluator/Candidate Comments:** \_\_\_\_\_  
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**Evaluator**

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**Date**

  

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**Re-Test Evaluator**

\_\_\_\_\_  
**Date**

<b>Overall Skill Sheet Score</b>	
Pass <input type="checkbox"/>	Fail <input type="checkbox"/>
<b>Overall Skill Sheet Re-Test Score</b>	
Pass <input type="checkbox"/>	Fail <input type="checkbox"/>

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

Evaluation Sheet: CFI 3-4.2

## 3-4 EVIDENCE COLLECTION/PRESERVATION 3-4.2 EVIDENCE GATHERING METHODS

**Candidate:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SS#:** \_\_\_\_\_

<b>Standard:</b> 3-4.2 NFPA 1033, 1998 Edition	<b>TASK:</b> Evidence Gathering Methods Note: This NFPA standard is partially completed at Level I.				
<b>PERFORMANCE OUTCOME:</b> Given an item of evidence the candidate shall be able to verbalize the proper procedure for collecting and documenting the evidence					
<b>Conditions:</b> Given an actual or simulated fire scene, the appropriate tools the candidate shall:					
<b>No.</b>	<b>Task Steps</b>	<b>First Test</b>		<b>Retest</b>	
		<b>Pass</b>	<b>Fail</b>	<b>Pass</b>	<b>Fail</b>
1.	Identify the evidence as exclusionary or fire-cause supportive evidence				
2.	Dons clean gloves to prevent evidence contamination				
3.	Photographs evidence as found to show area, size and orientation as appropriate				
4.	Identify proper tool(s) and container(s) needed to collect the evidence				
5.	Identifies the information needed on the evidence tag				
6.	Identifies the information needed for the chain of evidence document				
7.	Identifies the proper location for storage of the evidence				
RETEST APPROVED BY: _____					

**Grading Criteria:** All above task steps must be completed

**Evaluator/Candidate Comments:** \_\_\_\_\_

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**Evaluator**

\_\_\_\_\_  
**Date**

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**Re-Test Evaluator**

\_\_\_\_\_  
**Date**

<b>Overall Skill Sheet Score</b>	
Pass <input type="checkbox"/>	Fail <input type="checkbox"/>
<b>Overall Skill Sheet Re-Test Score</b>	
Pass <input type="checkbox"/>	Fail <input type="checkbox"/>

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

Evaluation Sheet: CFI 3-5.2 A

## 3-5 INTERVIEW/INTERROGATION 3-5.2 CONDUCTING AN INTERVIEW

**Candidate:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SS#:** \_\_\_\_\_

<b>Standard:</b> 3-5.2-A NFPA 1033, 1998 Edition	<b>TASK:</b> Conducting and Interview With Fire Personnel Note: This NFPA standard is partially completed at Level I.				
<b>PERFORMANCE OUTCOME:</b> The candidate shall be able to interview fire suppression personnel to discover and record the information they have about the incident					
<b>Conditions:</b> Given an actual or simulated fire scene, the appropriate tools the candidate shall:					
<b>No.</b>	<b>Task Steps</b>	<b><u>First Test</u></b>		<b><u>Retest</u></b>	
		<b>Pass</b>	<b>Fail</b>	<b>Pass</b>	<b>Fail</b>
1.	Select a media for recording the information (note pad, recorder, ect.)				
2.	Question the incident commander and firefighters for call out and pre-arrival information and information on the reporting party, the location and intensity of the fire on arrival, the initial actions taken and the reaction of the fire to suppression activities				
3.	Secure the information for use in generating a report at a later time				
RETEST APPROVED BY: _____					

**Grading Criteria:** Interviewing is an interpretive activity where questioning is driven by answers to other questions. The candidate should ask other pertinent questions depending upon the answers given by the fire personnel.

**Evaluator/Candidate Comments:** \_\_\_\_\_  
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<b>Evaluator</b>	<b>Date</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center; padding: 5px;"><b>Overall Skill Sheet Score</b></td> </tr> <tr> <td style="text-align: center; padding: 5px;">Pass <input type="checkbox"/></td> <td style="text-align: center; padding: 5px;">Fail <input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;"><b>Overall Skill Sheet Re-Test Score</b></td> </tr> <tr> <td style="text-align: center; padding: 5px;">Pass <input type="checkbox"/></td> <td style="text-align: center; padding: 5px;">Fail <input type="checkbox"/></td> </tr> </table>	<b>Overall Skill Sheet Score</b>		Pass <input type="checkbox"/>	Fail <input type="checkbox"/>	<b>Overall Skill Sheet Re-Test Score</b>		Pass <input type="checkbox"/>	Fail <input type="checkbox"/>
<b>Overall Skill Sheet Score</b>										
Pass <input type="checkbox"/>	Fail <input type="checkbox"/>									
<b>Overall Skill Sheet Re-Test Score</b>										
Pass <input type="checkbox"/>	Fail <input type="checkbox"/>									
<b>Re-Test Evaluator</b>	<b>Date</b>									

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

Evaluation Sheet: CFI 3-5.2 B

## **3-5 INTERVIEW/INTERROGATION** **3-5.2 CONDUCTING AN INTERVIEW**

**Candidate:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SS#:** \_\_\_\_\_

<b>Standard:</b> 3-5.2-B NFPA 1033, 1998 Edition	<b>TASK:</b> Conducting and Interview With Witness(s) Note: This NFPA standard is partially completed at Level I.				
<b>PERFORMANCE OUTCOME:</b> The candidate shall be able to interview identified witness(s) to discover and record the information they have about the incident					
<b>Conditions:</b> Given an actual or simulated fire scene, the appropriate tools the candidate shall:					
No.	Task Steps	<u>First Test</u>		<u>Retest</u>	
		Pass	Fail	Pass	Fail
1.	Select a media for recording the information (note pad, recorder, ect.)				
2.	Question the caller with the following:				
	a. Name, address, phone number,				
	b. What did you see or hear?				
	c. Who lives at the incident location?				
	d. Have you noted any unusual activities?				
	e. Did you see anyone else that could have seen the fire?				
	f. Any other items they feel are important				
	Secure the information for use in generating a report at a later time				
RETEST APPROVED BY: _____					

**Grading Criteria:** Interviewing is an interpretive activity where questioning is driven by answers to other questions. The candidate should ask other pertinent questions depending upon the answers given by the witness.

**Evaluator/Candidate Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

_____ <b>Evaluator</b>	_____ <b>Date</b>	<div style="text-align: center;"><b>Overall Skill Sheet Score</b></div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <span>Pass <input type="checkbox"/></span> <span>Fail <input type="checkbox"/></span> </div> <hr style="border: 0.5px solid black;"/> <div style="text-align: center;"><b>Overall Skill Sheet Re-Test Score</b></div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <span>Pass <input type="checkbox"/></span> <span>Fail <input type="checkbox"/></span> </div>
_____ <b>Re-Test Evaluator</b>	_____ <b>Date</b>	

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

Evaluation Sheet: CFI 3-6. 3-6/7

## **3-6 POST-INCIDENT INVESTIGATION**

### **3-6.1 GATHER REPORTS AND RECORDS**

### **3-6.2 EVALUATES THE INVESTIGATIVE FILE**

### **3-6.5 FORMULATES AN OPINION**

## **3-7 PRESENTATION**

### **3-7.1 PREPARE A WRITTEN INVESTIGATIVE REPORT**

**Candidate:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SS#:** \_\_\_\_\_

<b>Standard:</b> 3-6.1&2, 3-6.5 AND 3-7.1 NFPA 1033, 1998 Edition	<b>TASK:</b> Gathers Reports and Records, Evaluates the Investigative File and Formulates an Opinion				
<b>PERFORMANCE OUTCOME:</b> The candidate shall be able to gather and review the information available on the incident and form an opinion on the cause and origin of the incident. The candidate will then write an investigation report on that opinion					
<b>Conditions:</b> Given documents and evidence of an actual or simulated fire scene the candidate shall:					
<b>No.</b>	<b>Task Steps</b>	<b><u>First Test</u></b>		<b><u>Retest</u></b>	
		<b>Pass</b>	<b>Fail</b>	<b>Pass</b>	<b>Fail</b>
1.	Review the information for content and completeness (3-6.1)				
2.	Analyze and synthesize the information (3-6.2)				
3.	Formulates an opinion as to the cause (3-6.5)				
4.	Writes an incident investigation report to support the opinion that includes the reporters name, date, incident number, incident description, origin/cause and a summation of the reason for the opinion (3-7.1)				
RETEST APPROVED BY: _____					

**Grading Criteria: All above task steps must be completed**

**Evaluator/Candidate Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Evaluator**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Re-Test Evaluator**

\_\_\_\_\_  
**Date**

<b>Overall Skill Sheet Score</b>	
Pass <input type="checkbox"/>	Fail <input type="checkbox"/>
<b>Overall Skill Sheet Re-Test Score</b>	
Pass <input type="checkbox"/>	Fail <input type="checkbox"/>

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

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## SKILL TEST SHEETS CORRILATION MAP

(to be completed later)

NFPA Standard	Skill Sheet Number	IFSTA Reference	Delmar Reference
3-1.1.2			
3-1.1.2			
3-1.1.2			
3-2.1			
3-2.2			
3-2.3			
3-3.1			
3-3.1			
3-3.1			
3-3.2			
3-3.3			
3-3.3			
3-3.3			
3-3.4			
3-3.5			
3-3.6			
3-3.7			
3-3.7			
3-3.8			
3-3.9			
3-3.9			
3-3.9			
3-3.10			
3-3.11			
3-3.12			
3-3.13			

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

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## LIST OF REQUIRED SKILL STATIONS FOR FIRE INVESTIGATOR I FINAL SKILLS TESTING

Following is a list of the skill stations that each candidate for certification must accomplish. The final skill examination will consist of these below stations. The course instructor and the TEB Certifying Officer will set up these stations. The Certifying Officer approves of the skill station set up and is responsible for conducting the exam. The Certifying Officer may decide whether each of these stations will be conducted individually or whether they can be grouped together into a larger scenario. If the stations are grouped into a larger scenario every candidate will still need to complete each requirement while being evaluated. Group scenarios must be approved by the Supervisor of Training and Education Bureau in advance.

### **Station #1 Securing the Fire Ground Station**

This station requires the candidate to place a perimeter or barrier around the fire area to prevent entry of unauthorized persons and preserve evidence. This station must include the following skill elements:

- a. Fire ground entry briefing – Skill Sheet 3.2-1
- b. Demonstrate use of barrier marking equipment – Skill Sheet 3.2-1
- c. Secure the fire ground so evidence is protected – Skill Sheet 3-2.1

### **Station #2 Exterior Building Evaluation Station**

This station requires a candidate to evaluate the structure in all of the following areas.

- a. Identify the extent of structural damage showing on the exterior – Skill Sheet 3-2.2
- b. Identify possible general area of origin shown by exterior damage or evidence – Skill Sheet 3-2.2
- c. Identify all possible means of egress – Skill Sheet 3-2.2

#### **Note:**

Due to the degree of difficulty in setting up and accomplishing this station the Certifying Officer conducting the examination should give the evaluator at this station specific instructions regarding this station, and should also allow the evaluator considerable latitude in grading each candidate.

### **Station #3 Interior Building Evaluation Station**

This station requires a candidate to evaluate the interior of the structure in all of the following areas.

- a. Identify the extent of structural damage and safety hazards on the interior – Skill Sheet 3-2.3
- b. Evaluate the fire progression through the structure – Skill Sheet 3-2.2
- c. Review all structural areas for basic location of origin and cause evidence – Skill Sheet 3-2.2

### **Station #4 Random Station**

This station requires a candidate to evaluate the fire scene in at least one of the following scenarios selected by the evaluator.

- a. Interview the Incident Commander to gather information – Skill Sheet 3-5.2-A
- b. Interview a first in firefighter to gather information – Skill Sheet 3-5.2-A
- c. Interview a witness to gather information – Skill Sheet 3-5.2-b

# ALASKA FIRE INVESTIGATOR I SKILL SHEETS

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## SUGGESTION FORM

We want to keep these skill sheets as current, relevant, and useful as possible. If you have suggestions for improving the skill sheets, **please** let us know. Simply complete the form below and send it to:

Fire Standards Council  
5700 E. Tudor Road  
Anchorage, Alaska 99507

FAX: (907)269-0134

Make as many copies of this form as you need. Your comments will be forwarded to Administrator of Fire Standards Council for review. We hope to revise the skill sheet packet as needed or when the NFPA standards are modified.

Name:	Date:	
Skill Sheet: Level I Fire Investigator		
Problem:		
Suggested Solution:		