

GLASGOW FIRE DEPARTMENT

Standard Operating Guideline

GUIDELINE: FIRE INVESTIGATING			SECTION: 115
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PURPOSE

All fires shall be investigated as to the cause and origin.

DUTIES AND RESPONSIBILITIES

1. Fire Chief or Incident Commander
 - a. ~~Under state statute, the Fire Chief is required to make reports on all fires of suspicious origin to the State Fire Marshal's Office.~~
 - b. The Fire Chief or the Officer (senior member) in charge of the fire scene is responsible for ensuring that all fires are investigated for origin and cause and if arson is suspected.
 - c. The Fire Chief or the incident commander shall call in outside resources as needed to investigate such fires that are suspicious or where the cause cannot be determined.

2. ~~Fire Chief or Incident Commander:~~ Suspected Arson Fires
 - a. The Fire Chief or Incident Commander shall decide whether further investigation by outside agencies is needed.
 - b. Whenever there is cause to suspect arson, notify the Fire Chief and ~~the State Fire Marshal's office and if needed, the Kentucky State Police Arson Investigator.~~ Glasgow Police Department
 - c. The Incident Commander shall request that the Fire Chief and outside resources respond to the incident.
 - d. Debrief fire personnel for information and inform the Fire Chief or investigative team of the information obtained.
 - e. Make a written record of the facts as part of the fire report.
 - f. Preserve evidence at the scene by delaying complete overhaul or by not removing pertinent evidence, as necessary.
 - g. ~~Assist Fire Chief or outside agency at the scene.~~

3. ~~Suppression Personnel:~~
 - a. ~~Observation at the scene~~
 - i. ~~Color of smoke and flame~~
 - ii. ~~Odors present~~
 - iii. ~~Size of fire~~
 - iv. ~~Speed of fire spread~~
 - v. ~~Number of separate fire locations~~
 - vi. ~~Difficulty of extinguishments~~

 - b. ~~Condition of building openings~~
 - i. ~~Sign of forcible entry~~

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- ~~ii. Opening locked/unlocked~~
 - ~~iii. What openings were used by GFD?~~
- ~~c. Observation of bystanders~~
 - ~~i. Manner of dress~~
 - ~~ii. Behavior~~
 - ~~iii. Nervousness~~
 - ~~iv. Familiar faces~~
- ~~4. Outside agency investigation team:~~
 - ~~a. Respond to and investigate all suspicious fires or fires of undetermined causes when requested by the Fire Chief or Incident Commander.~~
 - ~~b. Work closely with other investigators at the scene.~~
 - ~~c. Make a complete report to the Fire Chief of the facts, impressions, and theories on the incident.~~
 - ~~d. Proof where the fire actually started.~~
 - ~~e. Evidence to establish that the fire was of incendiary origin.~~
 - ~~f. Establishment of a motive on the part of the accused.~~
 - ~~g. Proof that the accused could and did set the fire in question or he/she/they aided or abetted the commission of the crime by another person.~~
- 5. Fatalities:
 - a. The Fire Chief or Incident Commander shall request the coroner to be dispatched to the scene
 - b. The Fire Chief or Incident Commander shall ~~request that~~ **notify** the State Fire Marshal's office ~~be dispatched to the scene~~
 - c. Take every precaution to protect any potential evidence and the scene itself.
- 6. Information:

No investigative information shall be released to the public or the press unless authorized by the Fire Chief or the Incident Commander, or the State Fire Marshall's office, State Police or Glasgow Police.
- 7. The following is a list of incidents that the State Fire Marshal's office will need to be notified.
 - a. Hazardous Materials incident
 - b. A fire or fire related fatality, including vehicles and homes

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- c. A fire or fire related injury serious enough to become a fatality
- d. Any ~~health care~~ **state licensed** facility ~~that has a license~~.
- e. A fire involving major structural damage in the following buildings; All institutional, educational, state owned, state leased, and high hazard occupancies; all businesses, mercantile, and industrial occupancies having a capacity over 100 persons; all assembly occupancies, except churches, having a capacity over 100 persons; churches with a capacity over 400 persons and more than 6000 square feet. Any other building more than three stories in height or 20,000 square feet of floor area, and any other building more than three stories in height or 20,000 square feet of floor area.