

City of Belleville Fire Department

Number: 6001

POLICY:

It is the policy of the Belleville Fire Department that all fires shall be investigated for cause and origin to prevent further loss of life and property by fire.

Date S.O.G. Comes Into Effect: October 27, 2011

Date S.O.G. Revised: May 24, 2017

Date Committee Approved S.O.G.: October 27, 2011

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GUIDELINE

1:00 **Purpose:**

1:01 To establish guidelines for the investigation of fire incidents and maintaining scene security

2:00 **Procedures:**

2:01 The fire prevention officer shall report to the Officer in Charge when arriving on scene to obtain background information on the fire incident and the reasons for his/her attendance at the scene.

2:02 The Officer in Charge shall determine when the scene is safe for the fire prevention officer to begin his/her investigation. Consideration will be given to

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the environment, structural integrity and other hazards which may jeopardize the fire prevention officer's safety.

- 2:03 Fire prevention officer's within a potentially contaminated atmosphere shall wear adequate respiratory protection. The approved respiratory protection shall be an SCBA. Fire prevention officer's shall utilize all personal protective equipment during fire investigations (ie. Helmet, eye wear, gloves, coveralls, safety boots, etc.). Fire Prevention Officers are required to follow the Belleville Fire Department accountability procedures.
- 2:04 If required, the Officer in Charge shall ensure the scene is secured and will coordinate security with the appropriate police service and/or Fire Prevention. Only authorized personnel shall be allowed onto the scene. Scene security shall be maintained if necessary until the fire investigation is completed. Dispatch will be informed when the investigation is complete.
- 2:05 A fire prevention officer will be called as soon as it is determined that a fire is:
- in excess of \$5000.00
 - fire death or injury
 - explosion
 - suspicious fire
 - occupants cannot occupy their residence
 - Ontario fire code issues where immediate action is required
 - Grow houses, meth labs other drug labs
 - Any hazardous events, including CO calls where occupants are taken to the hospital.
 - Situations deemed a life safety issue where an outside agency is required.
 - Any fire that occurred during regular business hours Monday to Friday 8:00-18:00
- 2:06 The Ontario Fire Marshall Investigator will be notified of all fires where:
- Loss exceeds \$500,000
 - Fire death or serious injury that could result in death
 - Suspected Incendiary fires
 - Explosion
 - Fires of unusual origin or circumstance (eg. Environmental hazard,etc)

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2:07 Belleville Police Service shall be notified of all fires where:

- Assistance is required with security
- Fire death or serious injury that could result in death
- Fire Marshall Office Investigator is notified
- Arson is suspected
- Explosions

2:08 Electrical Safety Authority shall be notified of fires where:

- Cause of fire is suspected electrical or associated hardware

2:09 Technical Standards and Safety Authority (TSSA), Fuel Safety Division shall be notified of fires where:

- Fire involves gasoline installations, propane fired equipment, fuel oil or natural gas fired equipment and pressure vessels

2:10 A Fire Scene release form shall be filled out and signed by the investigating FPO and the agent/owner/occupant. Once this form has been completed and signed, the scene can be released to the agent/owner/occupant.

3:00 **Scope:**

3:01 It shall be the responsibility of the Officer in charge of each shift to ensure that this guideline is explained and followed.

3:02 It shall be the responsibility of **all employees** to understand and adhere to this guideline.

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