

SOUTHERN AFRICAN EMERGENCY SERVICES INSTITUTE NPC

Registration No. 2014/162285/08

Contact Details:

Phone: 011-660 5672
Fax/Email: 086 544 0008
Fax: 011 660 1887
Email: info@saesi.com
Website: www.saesi.com



Addresses:

No. 295 Jorissen Street
Monument
KRUGERSDORP, 1739

PO Box 613, KRUGERSDORP, 1740

APPLICATION: RECOGNITION OF PRIOR LEARNING ACC 47

Fire Investigator - NFPA 1033, 2014

First Name/s: _____

Surname: _____

ID Number: _____ Age: _____

Employer: _____

Postal Address: _____

(Where result and certificate/s should be sent)

Postal Code: _____

Tel No: _____ Fax No: _____

Cell No: _____ Membership No: _____

PURPOSE:

The purpose of this procedure is to assess your academical qualification **in combination with your experience** to determine if accreditation for the Fire Investigator qualification is appropriate. Any person with a Fire Investigator qualification or equivalent (Portfolio of evidence) and **6 years fire fighting service** with an acceptable **CV of appropriate** experience can apply.

PROCEDURE:

- Submit a certified copy of training attended which satisfy the requirements of NFPA 1033, chapter 4.
- Submit a certified copy of the course content and curriculum of course attended
- The decision of the Quality Assurance Working Group will be final.
- After evaluation of the application, the applicant will be informed in writing of the outcome of the assessment and of what will be required for full accreditation, if applicable.
- If an application is made with any other qualification, not presented by SAESI, the curriculum of the qualification and **Portfolio of Evidence** of the student should be included.
- Application with regards to experience should be completed on annexure A & B. (No other CV will be accepted)

Experience / History

Date 1 st appointed in the Fire Dept.	
Highest Fire Qualification (Now)	
Position held.(Now)	
Designation (Now)	(Ops/Training/Admin Etc.)
Duration	From: _____ to: _____

The application and proof should be marked "Quality Assurance Working Group " and submitted to:

SAESI
P.O. Box 613
KRUGERSDORP
1740
Fax: 011 660 1887
Fax2Mail: 086 544 0008
Email: info@saesi.com

An administrative fee of R164.00 for members and R322.00 for non-members for **each** RPL application will be payable to SAESI before evaluation of the application. Proof of the payment should accompany the application.

The administration fee DOES NOT INCLUDE Certification/Seal fee.

Direct deposits can be made to:

The Southern African Emergency Services Institute.(SAESI)

Bank: ABSA
Account number: 310 810 045
Branch – Krugersdorp 632005

or the SAESI Branch Account to which you belong.

ANNEXURE A

Employing Service <i>(Where you have worked/are working)</i>	Position/Rank <i>(Held or are holding)</i>	Date		Primary Functions <i>(What you were / are doing)</i>
		From	To	

ANNEXURE: B

C.V. – FIRE INVESTIGATOR, NFPA 1033, 2014
Standard for Professional Qualifications for Fire Investigators

This CV should accompany your application for accreditation on the grounds of Recognition of Prior Learning for Fire Investigator [Form: ACC 47].

Briefly describe your **Role as Fire Investigator** in the following activities. Use all the headings listed below in your CV. The purpose of this is to be able to have a realistic impression of your experience to be able to assess your application fairly.

If you attended any courses related to the Criteria described in the CV, copies of the certificates can be attached.

This CV is required in addition to a certified copy of your Higher Certificate in Fire Technology or higher qualification.

Note: Please use additional paper if the space provided is not adequate.

1. **4.2 Scene Examination**

Definition: Duties shall include inspecting and evaluating the fire scene, or evidence of the scene if the scene is no longer available, so as to determine the area or point of origin, source of ignition, material(s) ignited, and act or activity that brought ignition source and materials together and to assess the subsequent progression, extinguishment, and containment of the fire.

4.2.1 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.

4.2.2 Conduct an exterior survey, given standard equipment and tools, 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.

4.2.3 Conduct an interior survey, given standard equipment and tools, 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.

4.2.4 Interpret fire patterns, given standard equipment and tools and some structural or content remains, so that each individual pattern is evaluated with respect to the burning characteristics of the material involved.

4.2.5 Interpret and analyze fire patterns, given standard equipment and tools and some structural or content remains, so that fire development is determined, methods and effects of suppression are evaluated, false origin area patterns are recognized, and all areas of origin are correctly identified

4.2.6 Examine and remove fire debris, given standard equipment and tools, 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.

4.2.7 Reconstruct the area of origin, given standard and, if needed, special equipment and tools as well as sufficient personnel, 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 prefire location, and the area (s) or point (s) of origin is discovered.

4.2.8 Inspect the performance of building systems, including detection, suppression, HVAC, utilities, and building compartmentation, given standard and special equipment and tools, 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.

4.2.9 Discriminate the effects of explosions from other types of damage, given standard equipment and tools, so that an explosion is identified and its evidence is preserved.

2. **4.3 Documenting the Scene**

Definition: Duties shall include diagramming the scene, photographing, and taking field notes to be used to compile a final report.

4.3.1 Diagram the scene, given standard tools and equipment, so that the scene is accurately represented and evidence, pertinent contents, significant patterns, and area (s) or point (s) of origin are identified.

4.3.2 Photographically document the scene, given standard tools and equipment, so that the scene is accurately depicted and the photographs support scene findings.

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

3. **4.4 Evidence Collection/Preservation**

Definition: Duties shall include using proper physical and legal procedures to retain evidence required within the investigation.

4.4.1 Utilize proper procedures for managing victims and fatalities, given a protocol and appropriate personnel, so that all evidence is discovered and preserved and the protocol procedures are followed

4.4.2 Locate, collect, and package evidence, given standard or special tools and equipment and evidence collection materials, so that evidence is identified, preserved, collected, and packaged to avoid contamination and investigator-inflicted damage and the chain of custody is established.

4.4.3 Select evidence for analysis given all information from the investigation, so that items for analysis support specific investigation needs

- **4.4.4** Maintain a chain of custody, given standard investigative tools, marking tools, and evidence tags or logs, so that written documentation exists for each piece of evidence and evidence is secured.

- **4.4.5** Dispose of evidence, given jurisdictional or agency regulations and file information, so that the disposal is timely, safely conducted, and in compliance with jurisdictional or agency requirements.

4. **4.5 Interview**

Definition: Duties shall include obtaining information regarding the overall fire investigation from others through verbal communication.

- **4.5.1** Develop an interview plan, given no special tools or equipment, 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.

- **4.5.2** Conduct interviews, given incident information, 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.

- **4.5.3** Evaluate interview information, given interview transcripts or notes and incident data, 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.

5. **4.6 Post-Incident Investigation**

Definition: Duties shall include the investigation of all factors beyond the fire scene at the time of the origin and cause determination.

- **4.6.1** Gather reports and records, given no special tools, equipment, or materials, 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.

- **4.6.2** Evaluate the investigative file, given all available file information, so that the areas for further investigation are identified, the relationship between gathered documents and information is interpreted, and corroborative evidence and information discrepancies are discovered.

- **4.6.3** Coordinate expert resources, given the investigative file, reports, and documents, 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.

- **4.6.4** Establish evidence as to motive and/or opportunity, given an incendiary fire, so that the evidence is supported by documentation and meets the evidentiary requirements of the jurisdiction.

- **4.6.5** Formulate an opinion concerning origin, cause, or responsibility for the fire, given all investigative findings, so that the opinion regarding origin, cause, or responsibility for a fire is supported by the data, facts, records, reports, documents, and evidence.

6. **4.7 Presentations**

Definitions: Duties shall include the presentation of findings to those individuals not involved in the actual investigations.

- **4.7.1** Prepare a written report, given investigative findings, documentation, and a specific audience, 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).

- **4.7.2** Express investigative findings verbally, given investigative findings, notes, a time allotment, and a specific audience, 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.

- **4.7.3** Testify during legal proceedings, given investigative findings, contents of reports, and consultation with legal counsel, so that all pertinent investigative information and evidence is presented clearly and accurately and the investigator's demeanor and attire are appropriate to the proceedings.

Declaration of Applicant & Management Representative/s

I, _____ (initials and surname of applicant) hereby confirm that the information is true and that I will accept the decision of the Accreditation Committee with regards to my application.

Sign: _____ Date _____



I, _____ in my capacity as the Head of Training for _____ hereby confirm that the above mentioned information, provided above is correct to the best of my knowledge.

Sign: _____ Date _____
(Head of Training)



I, _____ in my capacity as the Head of Organization / Department / Section _____ hereby confirm that the above mentioned information, provided above is correct to the best of my knowledge.

Sign: _____
(Head of Organization / Department / Section)



ACC 47-RPL