

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. 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.
 - b. 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. 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 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.
3. 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 notify the State Fire Marshal's office.
 - c. Take every precaution to protect any potential evidence and the scene itself.
4. 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.
5. The following is a list of incidents that the State Fire Marshal's office will need to be notified.

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- a. Hazardous Materials incident
- b. A fire or fire related fatality, including vehicles and homes
- c. A fire or fire related injury serious enough to become a fatality
- d. Any state licensed facility.
- 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.