

Minnesota Fire Service Certification

Fire Investigator Skills Testing

NFPA 1033 - 2022 Edition

Prerequisites - Various

A completed application and payment plan are required one week before taking the Fire Investigator Certification test. The candidate should have the knowledge outlined in NFPA 1033, 2022 Edition, standard for Fire Investigators. There are several ways to obtain the knowledge and skills necessary to pass the exam, such as a technical college program, individual fire department training, home study, etc. The Minnesota Fire Service Certification Board does not provide any training, nor do we provide examination reviews.

The candidate shall possess a high school diploma, a higher education level diploma, or a GED certificate.

1. The candidate shall be at least 18 years of age and shall be one or more of the following:
 - Firefighter II certified or
 - P.O.S.T. certified or
 - A local or state fire marshal or private investigator whose job description includes fire investigation.
2. Candidates must have had a minimum of 80 hours* of Fire Investigator training within the last three years
National Fire Academy Fire Investigation Essentials
Minnesota State Fire Marshal Fire Investigation I and II
Or documented training that covers topics listed in NFPA 1033 – 2022 Edition, Chapter 4 and Annex D.
3. The candidate is certified to Haz-Mat Awareness level as described in NFPA 470 (Awareness) 5.2.1, 5.3.1, 5.4.1 or NFPA 1072 4.2.1 thru 4.2.3 Awareness. *(If applicants have either a Minnesota Fire Fighter I and/or Hazmat Operations certification and/or HAZWHOPER, they meet this requirement.)*
4. The candidate shall have a minimum of five years of experience in some phase of fire or law enforcement service,
5. The candidate shall not have been convicted of or pleaded guilty to a felony.

Standard

NFPA 1033, Standard for Professional Qualifications for Fire Investigator, 2022 Edition

The questions and skills tested are designed to test the candidate on the knowledge and proficiencies outlined in NFPA 1033, 2022 Edition, for Fire Investigator. All questions in the written and skills test banks have been referred to a specific standard in NFPA 1033.

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Reference List (v 9.0)

The textbooks and reference documents listed below were used to develop the test questions and the practical exams for the certification test. The candidate should know the information contained in these books:

- NFPA1033, Standard for Professional Qualifications for Fire Investigator, 2022 Edition.
- NFPA 921, Guide for Fire and Explosion Investigations, 2021 Edition.
- Brady, Prentice Hall, Kirk's Fire Investigation, 8th Edition
- IFSTA, Fire Investigator, 2nd Edition, 1st Printing.
- Jones and Bartlett, Brannigan's Building Construction for the Fire Service, 5th Edition, 1st Printing.
- Jones and Bartlett, Fire Investigator, Principles and Practice, 3rd Edition

Test

The test is in two parts: a written test and a Skills Test. The written test comprises 100 multiple-choice questions selected randomly from a test bank of 398. A score of 70% (adjusted by standard measurement of error) must be achieved to achieve a passing score. The Skills Test consists of the candidate demonstrating proficiency in eight or more of the proficiencies required in the NFPA 1033 standard.

Test Costs:

See fee schedule.

NOTE: Candidate must supply OSHA-approved Protective Equipment and SCBA.

Recertification

- Every three years
- Provide documentation of a minimum of 48 hours of Training/Education per 3 year cycle or IAAI* credentials
- * International Association of Arson Investigators
- Recertification – see fee schedule.

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Fire Investigator

NFPA 1033 2022 Edition



Requirements:

1. Prerequisites - candidate shall be at least 18 years of age and shall be one or more of the following:
 - Firefighter II certified or
 - P.O.S.T. certified or
 - A local or state fire marshal whose job description includes fire investigation.
2. Completed application form and fee is covered.
3. Candidate will be required to complete 8 or more of the skill stations as determined by the evaluator.
4. Equipment needed by the candidate is significant and is listed independently on each of the twenty-nine skill stations.
5. Candidate is also responsible for providing and wearing OSHA and NFPA compliant Personal Protective Gear.

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ASSESSMENT STATION 1

Fire Ground Security and Exterior Survey

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.2.1, 4.2.2

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 the restricted areas and all evidence or potential evidence is protected from damage or destruction. (4.2.1)

Conduct an exterior survey, given standard equipment and tools, so that evidence is preserved, fire damage is interpreted and analyzed, hazards are identified to avoid injuries, accessibility to the property is determined, and all potential means of ingress and egress are discovered. (4.2.2)

Job performance: Conduct a 360-degree exterior survey of the scene/structure. Identify potential evidence, entry and egress points, and hazards. Ensure the scene is safe and prevent unwanted access and destruction of evidence. Document observations with notes and photographs.

Equipment/conditions: Fire scene, fire line tape or similar, signs, assistant, notepad, photo log.

Competencies:

- | | | |
|--|-------|-----------------|
| 1. Complete a 360-degree survey. | _____ | P/F |
| 2. Determine and don appropriate PPE | _____ | P/F |
| 3. Secure the scene to prevent unwanted access and destruction of evidence | _____ | P/F |
| 4. Post signs or guard if necessary | _____ | P/F |
| 5. Photograph the exterior. | _____ | P/F |
| 6. Document utilities, burn patterns, conditions of door and windows... | _____ | P/F |
| 7. Isolate, mark and document potential evidence, if found. | _____ | P/F |
| 8. Note ingress and egress points. | _____ | P/F |
| 9. Note safety hazards, including gas, electric, unsafe structure, etc. * | _____ | Critical |
| 10. Document observations | _____ | P/F |

Candidate must pass 7 of 9 assessment stations.

TOTAL _____ P/F

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ASSESSMENT STATION 2

Interior Survey

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 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 to avoid injuries.

Job performance: Identify and document the interior of the structure. Identify and mark potential items of evidence. Note ingress and egress points and observe patterns, damage, and hazards. Take appropriate photographs.

Equipment/conditions: Fire scene, notepad, photo log, camera

Competencies:

1. Document/describe/verbalize the investigator's right to entry
(exigency, search warrant, written permission) _____ P/F
2. Conduct a full examination of the interior of the structure. _____ P/F
3. Create a sketch of interior _____ P/F
4. Document all rooms, not just the hypothesized area/room of origin* _____ P/F
5. Document observations with notes and photographs _____ P/F
6. Locate and mark potential evidence. _____ P/F
7. Observe /note entry and exit points. _____ P/F
8. Assess what tools and equipment are required. _____ P/F

Candidate must pass 6 of 8 assessment stations. TOTAL _____ P/F

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ASSESSMENT STATION 3

Interpret and Analyze Fire Patterns

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.2.4, 4.2.5

Interpret and analyze fire patterns, given standard equipment and tools and some structural or content remains, so that each pattern is identified and analyzed concerning the burning characteristics of the material involved, the stage of fire development, the effects of ventilation within the context of the scene, the relationship with all patterns observed and the understanding of the methods of heat transfer that led to the formation of the patterns identified and analyzed, and the sequence in which the patterns were produced is determined. (4.2.4)

Interpret and analyze fire patterns, given standard equipment and tools and some structural or content remains, so that fire development, fire spread, and the sequence in which fire patterns were developed (i.e., sequential pattern analysis) are determined, methods and effects of suppression are analyzed, fire patterns and effects indicating hypothetical areas of origin are eliminated; and all fire patterns are tested against the data, such that area(s) of origin is correctly identified. (4.2.5)

Job performance: Examine fire scene, documenting burn and damage patterns. Using all visible fire effects and patterns, relate the patterns to each other and the scene to determine the path of fire development. Locate possible area(s) of origin.

Equipment/conditions: Fire scene, suppression briefing, necessary lighting, notepad, or sketch pad.

Competencies:

- | | | |
|--|-------|-----------------|
| 1. Obtain fire suppression briefing. | _____ | P/F |
| 2. Observe and document burn patterns and fire effects. * | _____ | Critical |
| 3. Identify area(s) of origin. * | _____ | Critical |
| 4. Indicate the path of fire development. * | _____ | Critical |
| 5. Document via notes, sketch, or photography | _____ | P/F |
| 6. Using burn patterns and effects, note or sketch scene | _____ | P/F |
| 7. Describe the effects of ventilation regarding the fire patterns | _____ | P/F |
| 8. Interpret burn patterns as to movement and intensity | _____ | P/F |

Candidate must pass 4 of 5 assessment stations.

TOTAL _____ P/F

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ASSESSMENT STATION 4

Correlate Burn Patterns and Reconstruct Area of Origin

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.2.6, 4.2.7

Skill: Examine and remove fire debris, given standard or, if necessary, special equipment and tools so that fire patterns and fire effects concealed by debris are discovered and analyzed; all debris within the potential area(s) of origin is checked for fire cause evidence, potential ignition source(s) is identified; and evidence is preserved without investigator-inflicted damage or contamination. (4.2.6)

Reconstruct potential area(s) of origin, given standard and, if needed, special equipment and tools as well as sufficient personnel, so that all protected areas and burn patterns are identified and correlated to contents or structural remains, items potentially critical to cause determination and photo documentation are returned to their pre-fire location as a means of hypothesis testing, such that the area(s) or point(s) of origin is discovered. (4.2.7)

Job performance: While wearing appropriate protective clothing, dig out the area of origin that contains the ignition source and possible items of evidence. Identify the locations of room contents via protected areas or other patterns. Return contents to pre-fire location.

Equipment/conditions: Fire scene, tools, lighting, assistant, if necessary, contents of fire scene, assistant, notepad, photo log

Competencies:

- | | | |
|---|-------|-----------------|
| 1. Systematically remove fire debris. | _____ | P/F |
| 2. Identify and protect items of evidence. | _____ | P/F |
| 3. Identify and protect an area of origin. * | _____ | Critical |
| 4. Indicate possible ignition sources. | _____ | P/F |
| 5. Replace contents and reconstruct the scene. * | _____ | Critical |
| 6. Document the scene with a photo log, sketch, or notes. | _____ | P/F |
| 7. Indicate point(s) of origin. | _____ | P/F |

Candidate must pass 4 of 5 assessment stations.

TOTAL _____ P/F

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ASSESSMENT STATION 5

Building Systems

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.2.8

Skill: Inspect and analyze the performance of building systems, including fire protection, detection, and suppression systems, HVAC, electricity and electrical systems, fuel gas systems, 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 area, defeated or failed systems are identified; and the system's potential as a fire cause is recognized.

Job performance: post-fire, the candidate will locate and inspect building utilities, including HVAC and detection/suppression systems, if any. Determine which expert resources, if any, might be needed to evaluate the systems further. Evaluate the role of HVAC, etc., in fire's origin or growth and travel.

Equipment/conditions: Fire scene, lighting, necessary tools, and notepad.

Competencies:

- | | | |
|---|-------|-----------------|
| 1. Locate, examine, and document gas lines | _____ | P/F |
| 2. Locate, examine, and document electric utilities | _____ | P/F |
| 3. Locate, examine, and document HVAC systems | _____ | P/F |
| 4. Locate, examine, and document fire protection, detection, and | | |
| 5. suppression systems | _____ | P/F |
| 6. Evaluate the effect of fire suppression efforts on building systems | _____ | P/F |
| 7. Evaluate all systems as to the potential effect on fire origin.* | _____ | Critical |
| 8. Evaluate all systems' potential effects on fire growth and spread.* | _____ | Critical |
| 9. Note which, if any, experts will be needed for further evaluation. | _____ | P/F |
| 10. Document any systems that failed or were defeated/tampered with. | _____ | P/F |
| 11. Wear appropriate PPE | _____ | P/F |
| 12. Systematically remove fire debris. | _____ | P/F |
| 13. Identify and protect items of evidence. | _____ | P/F |
| 14. Identify and protect area(s) of origin.* | _____ | Critical |
| 15. Identify possible ignition sources | _____ | P/F |
| 16. Identify potential first fuels | _____ | P/F |
| 17. Replace contents and reconstruct the scene.* | _____ | Critical |
| 18. Document the scene with photographs, sketches, and notes. | _____ | P/F |
| 19. Determine the point(s) or area(s) of origin. | _____ | P/F |

Candidate must pass 9 of 12 assessment stations.

TOTAL _____ P/F

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ASSESSMENT STATION 6

Effects of Explosions

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.2.9

Skill: 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.

Job performance: Describe the type of explosion and compare the effects of the explosion to other types of damage.

Equipment/conditions: Photos or video of the explosion scene and a brief synopsis.

Competencies:

- | | |
|---|-----------------------|
| 1. Identify the type of explosion (back-draft, fuel gas, bomb, etc.) | _____ P/F |
| 2. Identify characteristics of explosion including debris field, etc. | _____ P/F |
| 3. Verbalize evidence protection procedures. * | _____ Critical |
| 4. Document using notes, sketches, and photos. | _____ P/F |
| 5. Evaluate the scene as to its potential origin. | _____ P/F |
| 6. Evaluate the scene as to potential cause. | _____ P/F |

Candidate must pass 4 of 5 assessment stations.

TOTAL

_____ P/F

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ASSESSMENT STATION 7

Diagram Scene, Photography Document, Investigative Notes

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.3.1, 4.3.2, 4.3.3

Skill: 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) or origin are identified. (4.3.1)

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

Construct investigative notes, given a fire scene, available documents (e.g., pre-fire 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. (4.3.3)

Job performance: Measure and rough sketch the fire scene, including at least one item of evidence, pertinent contents, primary burn pattern(s), and area(s) of origin. Photograph the exterior and interior scenes and provide a photo log. Review the provided documents and those generated at the scene by the candidate. Identify conflicting information and determine what, if any, further investigation is needed.

Equipment/conditions: Fire scene, notepad, measuring devices, assistant, camera, and flash, given supplemental investigative documents.

Competencies:

- | | | |
|--|-------|-----------------|
| 1. Diagram includes dimensions of scene. | _____ | P/F |
| 2. Diagram includes relative locations of windows and doors. | _____ | P/F |
| 3. Diagram includes at least one item of evidence. | _____ | P/F |
| 4. Diagram includes pertinent contents. | _____ | P/F |
| 5. Diagram shows important burn patterns. | _____ | P/F |
| 6. Diagram indicates area(s) of origin. | _____ | P/F |
| 7. Diagram has a legend including name, date, scene location, directional arrow (north). * | _____ | Critical |
| 8. Photograph exterior from all necessary angles and distances. | _____ | P/F |
| 9. Photograph interior from all necessary angles. | _____ | P/F |
| 10. Photograph pertinent patterns and evidence. * | _____ | Critical |
| 11. Use size references with photos if necessary. | _____ | P/F |
| 12. Review additional documents for completeness and accuracy. | _____ | P/F |
| 13. Document (photographs, notes, sketches) building systems (electric, fuel gas, fire protection, etc.) | _____ | P/F |
| 14. Interview witnesses | _____ | P/F |
| 15. Develop and test hypotheses related to ignition sources | _____ | P/F |
| 16. Identify and address conflicting witness information. | _____ | P/F |
| 17. Determine need for follow-up. | _____ | P/F |

Candidate must pass 11 of 15 assessment stations.

TOTAL _____ P/F

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ASSESSMENT STATION 8

Managing Victims and Fatalities

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.4.1

Skill: Utilize proper procedures for managing victims and fatalities, give protocols and appropriate personnel to discover and preserve all evidence, and follow the protocol procedures.

Job performance: The candidate will preserve evidence discovered at a fatal fire scene and cooperate with law enforcement and medical examiner staff.

Equipment/conditions: Fire scene or photos.

Competencies:

- | | |
|--|-----------------------|
| 1. Using materials provided, note possible evidence. | _____ P/F |
| 2. Demonstrate or verbalize collection/preservation/protection, methods for evidence, including the clothing of the victim. * | _____ Critical |
| 3. Note evidence on a rough sketch, including the position of the body. | _____ P/F |
| 4. Indicate on the photo log what photos would be taken. | _____ P/F |
| 5. Verbalize areas of overlap and cooperation with other investigative agencies. | _____ P/F |

Candidate must pass 3 of 4 assessment stations.

TOTAL _____ P/F

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ASSESSMENT STATION 9

Investigative Notes

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.4.2, 4.4.3, 4.4.4

Skill: Locate, document, collect, label, package, and store evidence, given standard or special tools and equipment and evidence collection materials, so that evidence is properly identified, preserved, collected, packaged, and stored for use in testing, legal, or other proceedings and examinations; ensuring cross-contamination and investigator-inflicted damage are avoided; and the chain of custody is established. (4.4.2)

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

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. (4.4.4)

Job performance: Collect and properly package several types of evidence, maintaining chain of custody and avoiding contamination.

Equipment/conditions: Fire scene, evidence collection supplies

Competencies:

- | | | |
|---|-------|-----------------|
| 1. Identify evidence to be collected. | _____ | P/F |
| 2. Collect using proper technique. * | _____ | Critical |
| 3. Take samples adequate for the type of analysis desired. | _____ | P/F |
| 4. Package properly, including a good seal on the container. * | _____ | Critical |
| 5. Label the evidence container with proper information. | _____ | P/F |
| 6. Proper use of evidence tape. | _____ | P/F |
| 7. Verbalize maintenance of the chain of custody. * | _____ | Critical |
| 8. Document collection of evidence in field notes. | _____ | P/F |
| 9. Verbalize the type of testing desired on collected evidence. | _____ | P/F |

Candidate must pass 5 of 6 assessment stations.

TOTAL _____ P/F

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ASSESSMENT STATION 10

Evidence Disposal

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.4.5

Skill: Dispose of evidence, given jurisdictional or agency regulations, and file information so that the disposal is timely, safely conducted, and complies with jurisdictional or agency requirements.

Job performance: Dispose of evidence promptly and safely and dispose of documents.
(* indicates critical skill)

Equipment/conditions: Given incident information and evidence.

Competencies:

1. Review the case information provided. _____ P/F
2. Identify evidence that is subject to disposal. _____ P/F
3. Verbalize disposal method and proper documentation. _____ P/F

Candidate must pass all assessment stations. TOTAL _____ P/F

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ASSESSMENT STATION 11

Interview Plan and Conduct Interview

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.5.1, 4.5.2

Skill: Develop an interview plan, given no special tools or equipment, so that the plan reflects a strategy to determine the fire cause and affix responsibility further and includes a relevant questioning strategy for everyone to be interviewed that promotes the efficient use of the investigator's time.

Conduct interviews and give 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.

Job performance: Develop an interview plan to assist in determining the cause of the fire and the development of suspects. Conduct a witness interview. The witness will gather enough information during the interview to become the suspect. (* indicates critical skill)

Equipment/conditions: Given incident information, scene exam notes, interview setting, witness/suspect, file information, forms, and notepad.

Competencies:

- | | | |
|--|-------|-----------------|
| 1. Review notes and provided documents. | _____ | P/F |
| 2. Request additional information as needed. | _____ | P/F |
| 3. Develop questions relevant to the case file. * | _____ | Critical |
| 4. Provide at least two interview strategies. | _____ | P/F |

Candidate must pass 3 of 4 skills TOTAL _____ P/F

- | | | |
|--|-------|-----------------|
| 1. Identify witness(es) to be interviewed. | _____ | P/F |
| 2. Determine if the witness is being interviewed or interrogated. | _____ | P/F |
| 3. Review notes and provided documents prior to interview. | _____ | P/F |
| 4. Develop and ask questions relevant to case file. * | _____ | Critical |
| 5. Establish rapport. | _____ | P/F |
| 6. Request additional information as needed. | _____ | P/F |
| 7. Develop follow-up questions relevant to answers. | _____ | P/F |
| 8. Adjust interviewing strategy based on witness answers and behavior. | _____ | P/F |
| 9. Document the interview with notes and/or recordings. | _____ | P/F |

Candidate must pass 6 of 8 assessment stations. TOTAL _____ P/F

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ASSESSMENT STATION 12

Evaluate Interviews

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.5.3

Skill: Evaluate interview information, give interview transcripts or notes, and provide incident data so that all interview data is analyzed and correlated with all other interviews, corroborative and conflictive information is documented, and new leads are developed.

Job performance: Study file notes and interview notes to determine if information contains conflicts. Develop new investigative leads if necessary.
(* indicates critical skill)

Equipment/conditions: Give incident information, transcripts, or notes of interviews, as well as a notepad.

Competencies:

- | | | |
|--|-------|-----|
| 1. Read and compare file notes and interview notes. | _____ | P/F |
| 2. Note discrepancies and evaluate the need for new information. | _____ | P/F |
| 3. Develop new questions/leads. | _____ | P/F |
| 4. Document new leads. | _____ | P/F |

Candidate must pass 3 of 4 assessment stations.

TOTAL _____ P/F

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ASSESSMENT STATION 13

Gather Reports/Records and Evaluate File

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.6.1 and 4.6.2

Skill: Gather reports and records, given no special tools, equipment, or materials, so that all gathered documents apply to the investigation, complete, and authentic; the chain of custody is maintained; and the material is admissible in a legal proceeding. (4.6.1)

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

Job performance: Assemble reports, notes, and records so all documents are appropriate to an investigation, complete and authentic, and chain of custody is maintained. Determine the need for expert resources. (* indicates critical skill)

Equipment/conditions: Several different reports, records, and notes on a fire investigation file were given.

Competencies:

- | | | |
|---|-------|-----|
| 1. Assemble and evaluate documents, | _____ | P/F |
| 2. Filter out unnecessary documents. | _____ | P/F |
| 3. Request additional documentation if needed. | _____ | P/F |
| 4. Document the need for expert witnesses to assist in determining cause or responsibility. | _____ | P/F |

Candidate must pass 3 of 4 assessment stations.

TOTAL _____ P/F

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ASSESSMENT STATION 14

Coordinate Expert Resources

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.6.3

Skill: 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 furthers the investigative goals of determining the cause or affixing responsibility

Job performance: The candidate will evaluate the needs of the fire scene in terms of expert resources.

Equipment/conditions: Fire scene or reports.

Competencies:

1. Review the fire scene or provided materials. _____ P/F
2. Evaluate and verbalize the need for expert resources. _____ P/F

Candidate must pass 2 of 2 assessment stations. TOTAL _____ P/F

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ASSESSMENT STATION 15

Establish Motive and Formulate Opinion

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.6.4 & 4.6.5

Skill: 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. (4.6.4)

Formulate an opinion concerning the fire's origin, cause, or responsibility, given all investigative findings so that the records, reports, documents, scientific references, and evidence support the opinion regarding responsibility for a fire. (4.6.5)

Job performance: The candidate will form an opinion as to the motive and the person and/or product responsible for the fire through gathered notes, interviews, scene exams, and corroborating evidence.

Equipment/conditions: A completed file and evidence log were given.

Competencies:

1. Review provided materials. _____ P/F
2. Determine the motive or opportunity of the incendiary fire. _____ P/F
3. List supporting documents or evidence for determination of motive. _____ P/F
4. **Formulate an opinion about the person or product responsible. *** _____ **Critical**
5. **List supporting documents or evidence to support your opinion. *** _____ **Critical**

Candidate must pass 3 of 3 assessment stations. TOTAL _____ P/F

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ASSESSMENT STATION 16

Prepare Written Report

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.7.1

Skill: Prepare a written report, given investigative findings, so that the report accurately reflects the facts, data, and scientific principles on which the investigator relied; clearly identifies and expresses the investigator's opinions and conclusions; and contains the reasoning by which each opinion or conclusion was reached in order to meet requirements of the intended audience(s).

Skill: Prepare a written report, given investigative findings, so that the report accurately reflects the facts, data, and scientific principles on which the investigator relied; clearly identifies and expresses the investigator's opinions and conclusions; and contains the reasoning by which each opinion or conclusion was reached in order to meet-requirements of the intended audience(s).

Job performance: Write an investigation report that includes an opinion as to the origin and cause of the fire.

Equipment / conditions: Given investigative findings, documentation, forms, note pad.

Competencies:

- | | | |
|--|-------|-----------------|
| 1. Review data collected during the investigation. | _____ | P/F |
| 2. Prepare written report. | _____ | P/F |
| 3. In the report describe how the area of origin was determined. * | _____ | Critical |
| 4. In the report, describe the cause (ignition sources, first fuel, and how they came together) of the fire. | | |
| 5. Include Scene findings in the report. | _____ | P/F |
| 6. Include pertinent facts from interviews in report. * | _____ | Critical |
| 7. Articulates the supporting evidence/data for each opinion in the report. | _____ | P/F |
| 8. Report is concise. | _____ | P/F |
| 9. Report is legible. | _____ | P/F |

Candidate must pass 3 of 4 assessment stations.

TOTAL _____ P/F

Minnesota Fire Service Certification

Fire Investigator Skills Testing

ASSESSMENT STATION 17

Express Findings Verbally

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.7.2

Skill: 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.

Job performance: After reviewing the case file, verbally present the investigation report, without error, to the county attorney within a 30-minute.

Equipment/conditions: Notes, report, investigative findings, 30-minute time frame.

Competencies:

- | | | |
|--|-------|-----------------|
| 1. Review case documents. | _____ | P/F |
| 2. Present observations, evidence, and opinions verbally | _____ | P/F |
| 3. Case presented in a logical sequence. * | _____ | Critical |
| 4. Unnecessary information not presented. | _____ | P/F |
| 5. Presentation is within time limits. | _____ | P/F |
| 6. Follow-up questions answered without error. | _____ | P/F |

Candidate must pass 4 of 5 assessment stations.

TOTAL _____ P/F

Minnesota Fire Service Certification

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ASSESSMENT STATION 18

Testify

Candidate: _____

Evaluator: _____

Note: Each Assessment is graded pass or fail. Candidates must pass each level to complete assessment station 1. No partial credit given for individual objectives.

Reference: NFPA 1033 2022 Edition: 4.7.3

Skill: Testify during legal proceedings, given investigative findings, so that the testimony accurately reflects the facts, data, and scientific principles on which the investigator relied: identifies and expresses the investigator's opinions and conclusions and contains the reasoning by which each opinion or conclusion.

Skill: Testify during legal proceedings, given investigative findings, so that the testimony accurately reflects the facts, data, and scientific principles on which the investigator relied: identifies and expresses the investigator's opinions and conclusions and contains the reasoning by which each opinion or conclusion was reached.

Job performance: Testify and be cross-examined in a mock courtroom.

Equipment/conditions: Given case file, 30 minutes to review case and consultation with the prosecuting attorney.

Competencies:

1. Review provided information before testimony. _____ P/F
2. Ask questions of the prosecutor before testifying if necessary. _____ P/F
3. Testify in court to the prosecutor's questions without error. _____ P/F
4. Testify in court under cross-examination without error. _____ P/F

Candidate must pass 3 of 4 assessment stations. TOTAL _____ P/F