



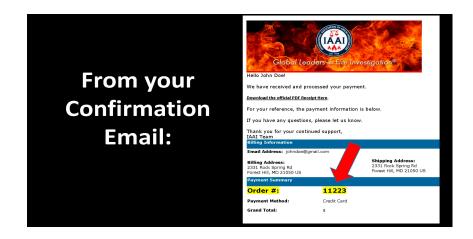
# **IAAI-CFI Recertification Application**

International Association of Arson Investigators, Inc. Certified Fire Investigator Application

Before you begin this application, you will need to provide your order or payment number. Instructions on where to find this information can be found in the images below. IAAI-CFI Recertification applications will not be accepted without payment \*

555555

Type in Order or Payment Number Here



	Account History	S John Doe	Y (back to Console)	
	View Order #92561			
	Bill To: 2331 Rock Sprine Rd	Ship To: 2331 Rock Spring Rd		Order # 6789 Date 2/28/202
om your	Forest Hil, MD 21050 US	Forest Hill, MD 21050 L	is	Ship Date P/O #:
	Summary Information			
1ember	Order Total: Amount Paid: Tracking Number:			
ICHIBCI	Line Items			
	Product		Desc Quar	ntity Unit Price Total Stat
Profile:	Invoices			
	Date Name	Tota	Amount Paid	Balance Due
	Date Nation			
onic:	Payments			
	Payments	Name Payment #11223		Total

#### PLEASE NOTE THE FOLLOWING:

- Make sure to have all proper paperwork and credentials prepared before beginning the application process.
- Please allow up to 15 business days to receive a response of approval or rejection of your CFI application.
- IAAI Member No.: Membership in the IAAI is not required. This information is requested to assist the staff in processing the application.

IAAI Member No.

12345			

IAAI-CFI Certification # \*

Expiration Date \*

12345

12/1/24

#### **MVFCE** Renewal

I am also renewing my Motor Vehicle Fire Credential Endorsement (MVFCE)

#### Name \*

Sample

Candidate

First Name with Middle Initial

Last Name

#### **Home Address**

2331 Rock Spring Road

Street Address

Street Address Line 2

Forest Hill

MD

State / Province

City

21050

Postal / Zip Code

Job Title *	Job Description *
Firefighter	Firefighter
Business Address *	
2331 Rock Spring Road	
Street Address	
Street Address Line 2	
Forest Hill	MD
City	State / Province
21050	
Postal / Zip Code	
Preferred Email *	Preferred Phone Number *
iaai-cfi@firearson.com	4439663856
example@example.com	

Have you ever been convicted of a felony or are there any criminal charges now pending against you? \*



# Point Guidelines and Document Requirements for Recertification

#### **Training**

1. Tested Fire Investigation Training Programs, seminars or college level courses conducted by a recognized agency or group (IMI, USFA, SFM, DLE, FBI, ATF, CFITrainer.net)

A passing grade is required to claim credit here. One quarter (1/4) Point per hour

2. Non-Tested Fire Investigation Training Seminars conducted by a recognized agency or group. (as described above): **One-eighth(1/8) Point per hour or 1 Point per 8 hours** 

3. Lecture/Instruction taught on fire investigation: **One quarter (1/4) Point per contact hour** (*Maximum of 75% of Total Training Points*)

4. Certified Firefighter I or similar program: 10 Points

- 5. Certified Firefighter II or similar program: 15 Points
- 6. Certified Police Academy (240 Hours) or substantially similar program: 15 Points

7. IAAI-FIT Designation: 15 Points

#### **Document Requirements**

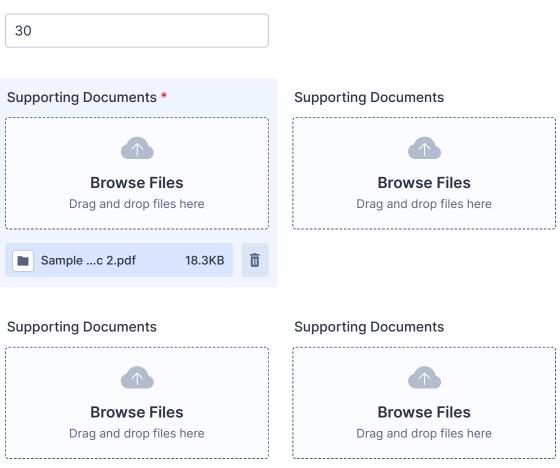
- 1. Certificates or Diplomas. If Certificate does not indicate "tested" then a letter from the sponsor is required.
- 2. Certificates/Diplomas
- 3. Attachment letter from the Program Managers
- 4. Certificates/Diplomas
- 5. Certificates/Diplomas
- 6. Certificates/Diplomas
- 7. Certificate

#### Training Description (Only claim points obtained since last CFI renewal) \*

	Class Name/Date/Hours	Points Claimed
1	Sample	15
2	Sample	15
3		
4		

#### 5

#### Total Points Claimed \*



#### **Experience**

1. <u>Full Time</u> Investigator. Responsibility for the past five years has been the investigation of fires and explosions with a minimum of 1,500 hours per year, including vacation and sick leave, etc., or 39+ fires investigated per year.: **10 points per year** 

2. <u>Part Time</u> Investigator. Responsibility for the past five years has been the investigation of fires and explosions less than 1,500 hours per year or 38 or less fires investigated per year, with a minimum of 12 fires investigated per year or 60 fires investigated over a five-year period. (Investigations performed as a line office or adjustor <u>cannot</u> be included here): **5 points per year** 

3. Direct Active Supervision of two or more FULL-TIME Fire Investigators and have the responsibility to conduct at least 40 Technical reviews each year of submitted fire investigation reports. (As defined in NFPA 921, 2021 edition 4.6.2). The Supervisor must be actively involved in fire investigations. Direct Active Supervision of two (2) or more Full-Time Fire Investigators.: **8 points per year** 

4. Direct Active Supervision of two or more PART-TIME Fire Investigators and have the responsibility to conduct at least 25 Technical reviews each year of submitted fire investigation reports. (As defined in NFPA 921, 2021 edition 4.6.2). The Supervisor must be actively involved in fire investigations. Direct Active Supervision of two (2) or more Part-Time Fire Investigators.: **4 points per year** 

5. Non-Fire, Full-Time Criminal Investigator: 1 point per year

6. Fire Department Lieutenant or Police Department Sergeant or above (do nt include any of the time claimed in 1-4): **1 point per year** 

7. Firefighter or Patrolman (do nt include any of the time claimed in 1-4): 1 point per year

8. Evidence Technician (full-time only): 1/2 point per year

9. Private Investigator (Non-Fire):1/2 point per year

10. Fire Insurance Adjuster: 1/2 point per year

11. <u>Published book</u> on subject directly related to investigations of fires or explosions: <mark>25 points per book</mark>

12. Paper/article <u>published</u> on a subject directly related to investigations of fires or explosions (maximum 10 points): **11/2 points per article/paper** 

13. Membership in professional organization directly related to fire investigation (maximum of 10 points): **1/2 point per year** 

14. Per occasion testified as an expert witness regarding point of origin or cause of fire or explosions (maximum of 30 points): **5 points per occasion** 

#### **Document Requirements**

- 1. Letter from employers or if self employed\*
- 2. Letter from employers or if self employed\*
- 3. Letter from employers or if self employed\*
- 4. Letter from employers or if self employed\*
- 5. Letters from employers
- 6. Letters from employers
- 7. Letters from employers
- 8. Letter from employers or if self employed\*
- 9. Letter from employers or if self employed\*
- 10. Letter from employers or if self employed\*
- 11. Copy of copyright page, with Library of Congress Catalog Number
- 12. Copies of Articles showing date and journal name
- 13. Copy of Membership Cards
- 14. Letters from Attorneys, Deposition Cover Sheet and pages from transcript, or similar proof of each occasion

# \*letter from principal in company, client(s) or someone who can attest to experience claimed, include PI license if applicable in your region

	Experience (Note Full or Part Time if applicable)	# of Years
1	Sample	2.5
2	Sample	4
3	Sample	1.5
4		
5		

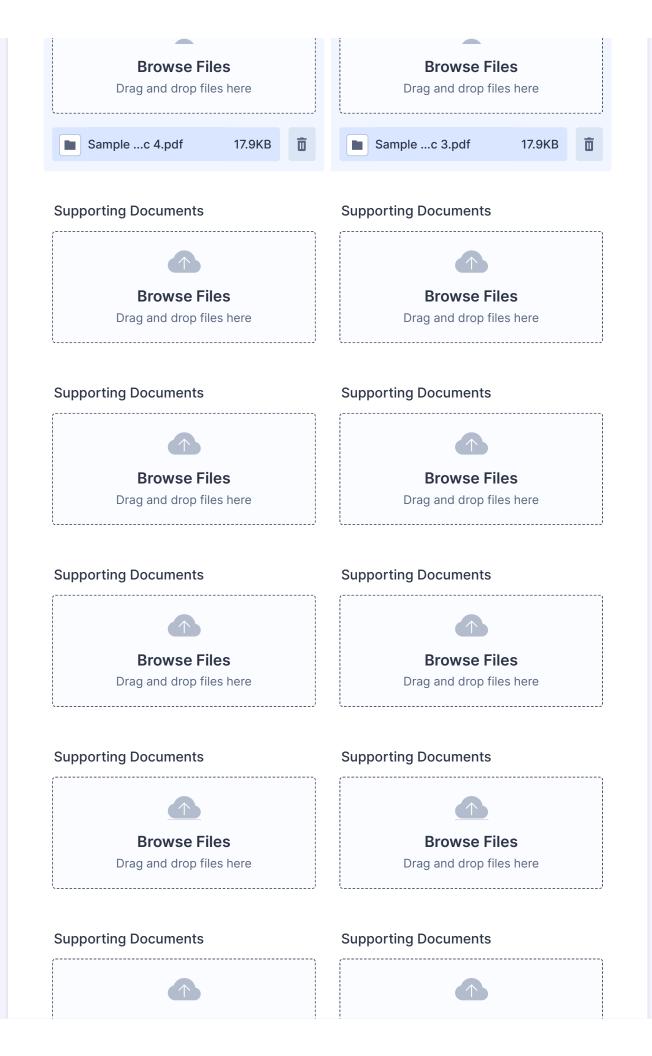
#### Experience Description (Only claim points obtained since last CFI renewal) \*

#### **Total Points Claimed \***

50

Supporting Documents \*

#### Supporting Documents \*



# **Browse Files**

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## **Browse Files**

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# Point Guidelines and Document Requirements for Recertification

#### **Education**

1. One Year Certificate in Fire Investigation: 12 points

#### Include copy of Diploma and Transcript

2. Associates Degree in field <u>unrelated</u> to Fire Investigation: 12 points

#### Include copy of Diploma

3. Associates Degree in field related to Fire Investigation: 20 points

#### Include copy of Diploma and Transcript

4. Bachelors Degree in field unrelated to Fire Investigation: 20 points

#### Include copy of Diploma

5. Bachelors Degree in field related to Fire Investigation: 30 points

#### Include copy of Diploma and Transcript

6. Masters Degree in field <u>unrelated</u> to Fire Investigation: 25 points

#### Include copy of Diploma

7. Masters Degree in field related to Fire Investigation: 40 points

#### Include copy of Diploma and Transcript

8. Doctoral Degree in field <u>unrelated</u> to Fire Investigation: 30 points

#### Include copy of Diploma

9. Doctoral Degree in field related to Fire Investigation: 50 points

#### Include copy of Diploma and Transcript

10. L.L.B. OR J.D.: 45 points

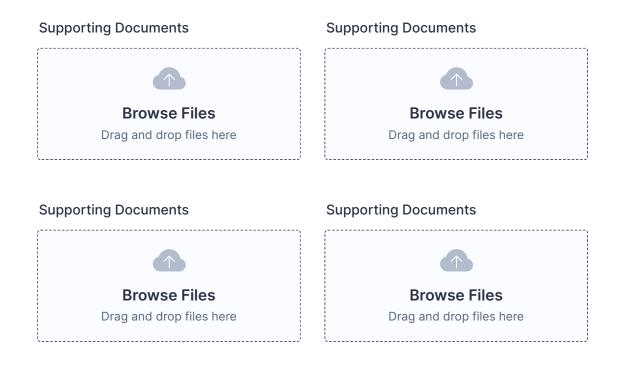
Include copy of Diploma

Education Claimed (Only claim points obtained since last CFI renewal)

One Year Certificate in Fire Investigation
 Associates Degree in field UNRELATED to Fire Investigation
 Associates Degree in field RELATED to Fire Investigation
 Bachelors Degree in field UNRELATED to Fire Investigation
 Bachelors Degree in field RELATED to Fire Investigation
 Masters Degree in field UNRELATED to Fire Investigation
 Masters Degree in field RELATED to Fire Investigation
 Doctoral Degree in field UNRELATED to Fire Investigation
 Doctoral Degree in field RELATED to Fire Investigation
 L.L.B. OR J.D.

#### **Total Education Points Claimed**





# **Work Experience**

Please provide documentation to support your fire investigation experience such as a letter from your employer or employment records. If self-employed, provide a letter from a principal in the company, a client(s), or someone who can attest to the experience claimed, and include Pl license if applicable, in your region.

# Date of Investigation Case Number Year Make/Model

#### Motor Vehicle Fire Investigation Experience \*

The applicant must have participated in the investigation and documentation of a minimum average of three (3) motor vehicle fire investiagtions per year since original application or last renewal of the Motor Vehicle Fire Crendential Endorsement.

By submitting this application to the IAAI, with all required documentation, the applicant certifies this information to be true and correct to the best of their knowledge and certifies that they have read and understand the program requirements. The intentional submission of false information as part of this application will be cause for immediate rejection of the application and potentially subject the applicant to other penalties, including removal of IAAI member benefits.

#### Date

MM-DD-YY	ΥY	ŧ

Date

#### Signature



# NFPA 1033 Standard for Professional Qualifications for Fire Investigator JPR Checklist

### General Requirements for a Fire Investigator \*

	Check all that apply
4.1.2 Employ all elements of the scientific method as the operating analytical process	<ul> <li>Image: A set of the set of the</li></ul>
4.1.3 Complete site safety assessments on all scenes	
4.1.4 Maintain necessary liaison with other interested professionals and entities	
4.1.5 Adhere to all applicable legal and regulatory requirements	
4.1.6 Understand the organization and operation of the investigative team and incident management system	

#### Scene Examination \*

	Check all that apply
4.2.1 Secure the fire ground	
4.2.2 Conduct an exterior survey	
4.2.3 Conduct an interior survey	
4.2.4 Interpret fire patterns	
4.2.5 Interpret and analyze fire patterns	
4.2.6 Examine and remove fire debris	
4.2.7 Reconstruct the area of origin	
4.2.8 Inspect the performance of building systems	
4.2.9 Discriminate the effects of explosions from other types of damage	

Documenting the Scene \*

4.3.1 Diagram the scene	
4.3.2 Photographically document the scene	
4.3.3 Construct investigative notes	

## Evidence Collection/Preservation \*

	Check all that apply
<b>4.4.1</b> Utilize proper procedures for managing victims and fatalities	
4.4.2 Locate, collect, and package evidence	
4.4.3 Select evidence for analysis	
4.4.4 Maintain a chain of custody	
4.4.5 Dispose of Evidence	

#### Interview \*

	Check all that apply
4.5.1 Develop an interview plan	
4.5.2 Conduct interviews	
4.5.3 Evaluate interview information	

# Post-Incident Investigation \*

	Check all that apply
4.6.1 Gather reports and records	
4.6.2 Evaluate the investigative file	
4.6.3 Coordinate expert resources	
4.6.4 Establish evidence as to motive and/or opportunity	
4.6.5 Formulate an opinion concerning origin, cause, or responsibility for the fire	

Presentations \*

	Check all that apply
4.7.1 Prepare a written report	
4.7.2 Express investigative findings verbally	
4.7.3 Testify during legal proceedings	

I, Sample Firefigher \*, attest that I employ all of the steps of the JPRs as documented above during the investigation of fires and explosions. My employer, IAAI \*, also attests to the application of the above JPRs, as stated in the employment letters provided within this application.

I, <u>Sample Firefigher</u>, certify that all information contained in this application, including attachments, is accurate and truthful, to the best of my knowledge, and that I am aware that any false entry will be considered sufficient cause for revocation of my certification at any time during the certification term. I agree to abide by the IAAI Code of Ethics. I agree that at any time during the term of certification, any improper conduct on my behalf will result in a committee hearing to determine if my certification should be revoked. I agree to accept the decision of the certification committee as to my eligibility for certification. I authorize the verification of all information and references in this application. I also release all concerned from any liability arising from this application or certification.

Signature *	
An	
	Clear
Date *	
11/26/2024	Ü
Date	