

# **Grissettown Longwood Fire & Rescue**

## **Investigations and Reports**

Investigations and reports required at a fire scene are the responsibility of the officer-in-charge and fire inspectors. However, all fire fighters must assist in observations and reporting of any information they feel helpful in this regard. Complete cooperation must be provided.

### **15.1 DOCUMENTATION**

- a. Documentation at a fire scene may include videotaping, photographing, audio recording, sketching and note taking.
- b. It is also conceivable that sampling of material or debris will be required.

### **15.2 FORMS**

- a. All forms necessary for documentation shall be provided by a fire officer.
- b. Forms are to be completed in their entirety with unknown or “not applicable” sections properly designated as such.
- c. All forms should be completed within 48 hours of incident.

### **15.3 SCENE SECURITY AND RELEASE**

- a. Scene security and release is the responsibility of the officer-in-charge and may be subject to limited re-establishment functions.
- b. All suspicious or undetermined fire origin calls shall be turned over to law enforcement