

Washington Township Fire Department Standard Operating Procedure

Division 600 : Communications and Fire Alarms Office
Section 602: Fire/EMS/Rescue/HazMat Emergencies
Subject 602.03: Request for Fire Investigator
Supersedes : SOP Special Order 95-1 Dated May 6, 1996
Approved By:



Date: June 01, 2002

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+PURPOSE:

To identify personnel that may be assigned as an investigator for the Washington Township Fire Department and to establish the manner in which investigators are contacted. Further, this policy will establish steps to be taken when another agency requests an investigator.

RESPONSIBILITY:

It will be the responsibility of all personnel to familiarize themselves with and follow this policy.

PROCEDURES:

Request for an Investigator within Washington Township

Upon the Fire Alarm Operator receiving a request for an investigator, an attempt to contact the primary investigator will be made utilizing telephone, pager (if the primary investigator is paged, FAO must wait ten (10) minutes for a response prior to contacting the first back-up investigator) or radio. If the primary investigator is not available, an attempt should be made to contact the first, second or third back-up investigator, in that order, using the same methods. The FAO will advise the Incident Commander which investigator will be responding or that there was no response from any investigator and that an attempt will be made to contact a regional investigator.

Primary Investigator – Fire Marshal Mike Long

1st Back-up Investigator – Captain Daryl Meyers

2nd Back-up Investigator – Fire Fighter Louis Pauly

3rd Back-up Investigator – Lieutenant Danny Robinson

Home telephone and pager numbers must be maintained in the Fire Alarms Office for the designated investigators.

Request for Regional Fire Investigators

If neither the primary nor the back-up investigators are available, contact should be made with the following in the order listed:

Kettering Fire Department – 293-2151

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Miami Township Fire Department – 433-4400

If an investigator is not available from either of the departments listed, the Incident Commander should be so advised. It will be the responsibility of the Incident Commander to then determine the next course of action.

Request for WTFD Investigator Outside of Washington Township

Should a request for an investigator be made on a mutual aid basis, obtain pertinent information as to location, type of incident and who to contact upon arrival. The primary investigator will be notified. If the primary investigator is not available, an attempt must be made to contact the back-up investigators. The requesting agency must be advised as to which investigator is responding. If neither investigator is available, the requesting agency will be so advised.

Use of Centerville Police Department or Montgomery County Sheriff's Office Personnel on Incidents Within Their Respective Jurisdictions

Fire investigations may require the assistance of local law enforcement. This assistance, for example, may be in the form of a potential arrest situation or the need for an Evidence Technician. Should this assistance become necessary, the investigator will request the Incident Commander to have the Fire Alarm Operator contact the appropriate law enforcement agency and request to have a supervisor dispatched to the command post to discuss the matter.