

OFFICE OF THE STATE FIRE MARSHAL FIRE INVESTIGATOR RECERTIFICATION

Instructions to recertify as a Fire Investigator

To recertify as a Fire Investigator with your agency in the State of Kansas, you:

1. Must be a United States citizen.
2. You are a full-time, paid member of a fire department or a law enforcement agency. KSA 31-157 states that only full-time personnel who are members of a paid fire department shall have law enforcement authority.
3. You have not been convicted, or do not have an expunged conviction, of a felony or for domestic violence.
4. You have completed the firearms training prescribed for law enforcement officers under K.S.A. 74-5602a et seq, if you are applying for a CFI II.
5. You have earned at least 60 points in the three-year period since your initial certification. Points shall be earned as follows:
 - a. At least 30 points shall be earned for training that directly relates to fire investigation skills. Points are earned at the rate of one point for every clock-hour of department-approved training attended or taught. Ten (10) points shall be earned for every college-level course of 3 or more credit hours that applicant achieves a grade of C or higher if the course relates to fire investigation skills. No more than 10 points shall be applied from instruction. A maximum of 40 points may be earned.
 - b. At least 10 points shall be earned in experience points. These shall be earned for performing fire scene investigation and entering reports into the Bomb and Arson Tracking System (BATS), within the prescribed time limits. Reports must contain the correct and proper information as prescribed in K.A.R. 22-19-5. Points are earned at the rate of one point per fire investigation performed or supervised. A maximum of 20 points may be earned.
 - c. At least 10 points of training in law enforcement related courses.
6. You must have the recommendation of your Agency Head to become a Certified Fire Investigator. He/she understands the responsibilities and liabilities of having a person with limited law enforcement authority, and that all liabilities fall on you and your agency, that the OSFM takes no responsibility or liability for your actions in the performance of your duties as a fire investigator.

Verify Information	Check
I am a full-time paid member of my agency?	<input type="checkbox"/>
I have not been convicted of a felony or of a domestic violence crime?	<input type="checkbox"/>
I have conducted and/or assisted with at least ten fire investigations, and they have been entered into BATS within the appropriate time. (attach list of BATS case #'s)	<input type="checkbox"/>
If applying as a CFI II, I have attached my weapons qualification paperwork?	<input type="checkbox"/>
I have attached a copy of the certificate(s) of completion for all training.	<input type="checkbox"/>
I have the approval of my agency head, and he/she understands the responsibilities and liabilities involved with me having limited law enforcement authority?	<input type="checkbox"/>

Return all three completed pages of the application and all training documentation to the Office of the State Fire Marshal, Attn: Investigation Division, 800 SW Jackson St, Suite 104, Topeka, KS 66612. Fax Number (785) 368-6559. Email address osfminv@ks.gov.

OFFICE OF THE STATE FIRE MARSHAL FIRE INVESTIGATOR RECERTIFICATION

OSFM Use Only

Approve Deny

Date _____

Expires _____

Complete all information below. If you have questions, please contact the office at (785) 296-8984.

You are applying to recertify for: Fire Investigator I _____ Fire Investigator II _____ Transfer _____

Applicant Contact Information:

Name: _____

Agency: _____

Agency Mailing Address: _____

Home Mailing Address: _____

Phone (Work): (____) _____ Phone (Mobile): (____) _____

Agency Email: _____

Certification Number: _____ BATS ID Number: _____ (Required)

Identification Information:

Other Names Used: _____

Male: Female: Date of Birth: _____

Driver's License State and Number: _____ Race: _____

Scars, Marks, Tattoos: _____

Height: _____ Weight: _____ Hair: _____ Eyes: _____

Points Earned

Type of Points	Amount Earned
Fire Investigative Training (minimum = 30 maximum = 40)	_____
Experience (minimum = 10 maximum = 20)	_____
Law Enforcement Training (minimum = 10)	_____
Total (must equal at least 60)	_____

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OFFICE OF THE STATE FIRE MARSHAL FIRE INVESTIGATOR RECERTIFICATION

Authorities

1. Ask your Agency Head or authorized designee to complete the Agency Head's statement.
2. Please print your name, sign, and date the applicant statement and have it notarized.

Applicant's Agency Head

Applicant's Agency Head: _____
Agency Head's Printed Name

I, the undersigned, am the person authorized to verify the applicant's information. I hereby certify under penalty of perjury under the laws of the State of Kansas, that all information contained in this application is true in every respect. I understand that misstatements, omissions of material facts, or falsification of information or documents may be cause for rejection. That the person applying to recertify as a Fire Investigator will have limited law enforcement authority within the jurisdiction of this agency, as per K.S.A. 31-157 and K.S.A. 22-2401a, and that my agency takes all responsibility and liabilities for the actions of this person while in the performance of their duties as a fire investigator.

Agency Head Signature

Agency Head Email Address

Date

Applicant

Applicant: _____
Applicant's Printed Name

I, the undersigned, am the person applying as a Certified Fire Investigator. I hereby certify under penalty of perjury under the laws of the State of Kansas, that all information contained in this application is true in every respect. I understand that misstatements, omissions of material facts, or falsification of information or documents may be cause for rejection.

Applicant's Signature

Date

State of Kansas, County of _____

Subscribed and sworn before on this _____ day of _____ 20_____.

Notary Public Signature