



Canadian Association of Fire Investigators

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ABOUT CAFI

Established in 1980, the Canadian Association of Fire Investigators (CAFI) is a national association of professionals who are actively engaged in origin, cause, and circumstance investigations at various levels. These professionals come from both the public and private sector organizations, which may include those from the offices of provincial and territorial fire marshals and fire commissioners, fire departments, RCMP, provincial police forces, engineering firms, private fire investigation firms, law firms, forensic laboratories, and other industry professionals engaged in fire investigations.

As a federally registered non-profit organization, CAFI's ability to reach the Canadian fire investigation community from coast-to-coast-to-coast is unique as it is not confined to one province or territory. CAFI is dedicated to advancing the science and active practice of fire, origin, cause and circumstance investigations. While the science and standards are global, CAFI aims to offer continuing education and training opportunities with all the uniqueness Canada has to offer including considerations of investigating fires in extreme weather environments, Canadian legislative requirements in occupational health and safety as well as Canadian legal process where any fire investigation is concerned.

CAFI strives to create and promote opportunities to collaborate both with our membership as well as allied professional associations both in Canada and abroad. We are committed to upholding the highest ethical and professional standards by ensuring the Canadian fire investigation community is equipped to conduct their investigations with impartiality, transparency, and a steadfast commitment to the truth.

It is CAFI's position that by continually seizing opportunities to enhance the knowledge and skills of our members, we are ultimately contributing to the prevention of fires and the reduction of loss of life, property, and environment in our communities.

Through education and training, the pursuit of lifelong professional development, and creating a strong network of professionals, CAFI strives to improve in all ways that will ultimately benefit the membership. With that, CAFI endeavors to be the foremost authority in fire origin, cause, and circumstance investigation in Canada.



CAFI MISSION, VISION, and VALUES STATEMENT

Our Mission

The Canadian Association of Fire Investigators is committed to enhancing public safety and minimizing the loss of life and property due to fire incidents. To achieve these objectives, CAFI provides a dedicated forum for its members, fostering an environment where effective communication and collaboration are actively encouraged. Through this platform, members are supported in their pursuit of ongoing education and training specific to fire investigation. By continuously promoting these core principles, CAFI aims to strengthen the professional capabilities of its members, ultimately benefiting communities across Canada.

Our Vision

The Canadian Association of Fire Investigators seeks to be recognized as the professional association of choice for fire investigators across Canada. Our vision is to provide a premier platform where members can engage in effective communication and collaboration. We are dedicated to supporting ongoing education and training in fire investigation, ensuring our members have access to the resources and opportunities necessary for professional growth and advancement within the field.

Our Values

The degree to which the Canadian Association of Fire Investigators achieves its mission and vision is dependent on the active participation of its members who value:

- Honesty
- Integrity
- Meaningful participation
- Change and continuous improvement through communication, education and training
- Diversity and synergies created by differing points of view
- Our relationships with fire investigation and fire safety stakeholders



CAFI MEMBERSHIP

CAFI Membership Benefits

- Create an extensive professional network with fellow CAFI members and instructors from across Canada
- Opportunity for career enhancement through CAFI's professional credentialing program, the Canadian Certified Fire Investigator (CCFI)
- Exclusive opportunities to attend and have your say in your Association's direction at the CAFI Annual General Meeting
- Exclusive opportunities to accept a nomination to serve on the National Board
- Exclusive education and training opportunities at member rates
- Exclusive access to the CAFI Journal where the latest fire investigation topics are covered
- Opportunities to contribute to the CAFI Journal
- Exclusive access to CAFI's comprehensive membership directory (*available online to Members only*)
- Representation of Members' interests in Ottawa
- Exclusive access to purchase CAFI merchandise
- Representation opportunities as a member of one of CAFI's standing committees
- Representation opportunities as a member of a CAFI Special Advisory Committee



MEMBERSHIP TYPES

Active Membership - \$95 CDN (per year)

An Active Membership is available to professionals in good standing who are currently involved with a public sector entity or private business who is actively engaged in some phase of fire investigation or the administration of justice. Professionals must be at least 18 years of age to qualify for Active Membership. Active Members have the right to vote on CAFI business and hold CAFI office.

Associate Membership - \$95 CDN (per year)

Individuals who do not qualify for Active Membership may become Associate Members. Associate members have the privileges of an active member, except voting and holding CAFI office.

Retired Membership - \$30 CDN (per year)

Retired Membership is available to CAFI Active Members in good standing if the Member retires and is no longer actively working in any phase of fire and arson investigation or administration of justice. Retired Membership is also available to Members who are permanently disabled due to job related injuries. If a Retired Member becomes employed in fire investigation again, membership must be promptly upgraded to Active Membership. Retired members cannot vote on CAFI business and are not eligible to hold CAFI office.

Student Membership - \$65 CDN (per year)

Student Membership is available to individuals who meet two criteria:

1. Currently enrolled as a full-time student in an accredited post-secondary institution pursuing a degree in fire science, fire investigation, the administration of justice, or a related field of study; and,
2. Is not currently working in a paid position in the fire investigation field.

Student Members cannot hold office or vote on CAFI business.

Corporate Membership - Rates dependent on number of named enrollees

The Corporate Membership is available to public sector entity or private business that are actively engaged in some phase of fire investigation or the administration of justice that wish to obtain memberships for their staff in bulk. Staff included in this membership type must all be eligible for Active membership and will be provided all rights and privileges of an Active Member. The Corporate Membership demonstrates a significant savings versus individual memberships. Email info@CAFI.ca for Corporate Membership Rates.

*all listed fees do not include applicable taxes

CAFI CANADIAN CERTIFIED FIRE INVESTIGATOR (CCFI) PROFESSIONAL DESIGNATION PROGRAM



The CAFI Canadian Certified Fire Investigator (CCFI) program verifies an applicant's requisite knowledge which is measured against the primary job performance requirements established by NFPA 1033, Professional Qualifications for Fire Investigators and *NFPA 921, Guide for Fire and Explosion Investigations* (current edition). This program encourages the professional development and continuing education of those in the fire investigation community by recognizing an individual's accomplishments in their commitment to developing core abilities and competencies as they are related to fire origin, cause, and circumstance investigations in Canada.

Designation as a CCFI has many advantages, including:

- Acknowledgement by an independent body that the individual has demonstrated competence in the applicable professional qualification standards.
- Recognition by an independent body that the individual possesses fundamental knowledge required by the applicable professional qualification standards.
- Demonstration, through the recertification process, that the individual is keeping current with their training and professional knowledge development.

Measurement of these achievements using a standardized mechanism has been established by the CAFI CCFI Certifications Committee.

To become a CCFI, the applicant must:

- Have a minimum of 18 months of general experience in a fire investigation-related agency or industry. This must be confirmed by the applicant's employer
- Have completed a minimum of 40 hours of tested training related to fire investigation in addition to the required CFITrainer.Net® modules listed in each Track
- Provide documentation of meeting minimum requirements including experience, training, and education
- Pass a comprehensive examination with a score of 75% or above once the application has been approved. The examination is administered in person by an approved Proctor. The applicant shall have two (2) attempts within 90 days to pass the 100-question selected response exam. If unsuccessful on the second attempt, a mandatory waiting period of not less than six (6) months shall be required before applying again.

The minimum 40 hours of tested training must be obtained via either Track A or Track B:



Track A

- Complete the following mandatory classes from CFITrainer.Net®:
- CFITrainer.Net® - Ethics and the Fire Investigator (3 hours)
- CFITrainer.Net® - NFPA 1033 and Your Career (2 Hours)
- CFITrainer.Net® - The Practical Application of the Relationship Between NFPA® 1033 and NFPA® 921 (2 hours)
- Complete an approved comprehensive fundamental fire Investigations course (40 hours)

Track B

- Complete the following mandatory classes from CFITrainer.Net®:
- CFITrainer.Net® - Documenting the Event (4 hours)
- CFITrainer.Net® - Ethics and the Fire Investigator (3 hours)
- CFITrainer.Net® - NFPA® 1033 and Your Career (2 Hours)
- CFITrainer.Net® - The Practical Application of the Relationship Between NFPA® 1033 and NFPA® 921 (2 hrs)
- CFITrainer.Net® - The Scientific Method for Fire and Explosion Investigation (3 hours)
- Complete 30 hours of General Tested Training related to fire scene investigation

To obtain the Member discount rate, a non-Member may choose to join CAFI prior to filing the CCFI application. Once you have submitted the application, it will be reviewed by the CAFI Certifications Committee. If the application is approved, you will then be provided with instructions on how to take the examination. If the application is not approved, you will be advised of the appeals process.

CAFI CCFI APPLICATION FEES



New CCFI designation applications are \$125.00 CDN for CAFI Members and \$400.00 CDN for non-members. This is for either Track A or Track B.

Recertifications are \$90.00 CDN for CAFI Members and \$300.00 CDN for non-members.

Please note that individuals who are members of a local chapter only do not qualify for the CAFI Member rate.

Qualified individuals will be required to submit their application fee along with the complete application, which includes documentation of 18 months of general work experience in the field of fire investigation and 40 additional hours of tested training.

Recertification of the CCFI designation is required every three (3) years.

CCFI RENEWAL APPLICANTS

CCFI renewal applicants are not required to retake the exam, however, they must provide evidence of 40 hours of continuing education over three years from their last CCFI certification date which must be included with their complete application submission and renewal fee.

CAFI COMMITTEES

CAFI members have the exclusive opportunity to sit as a member of established standing committees. As a committee member, you will have the opportunity to affect the positive, forward moving direction and momentum of this great national association. These committees include:



STANDING COMMITTEES

Training and Education Committee

- This Training and Education Committee shall be responsible for overseeing and planning seminars, workshops, conferences, and webinars in direct support and promotion of continuing education opportunities for CAFI members. The committee shall be responsible for developing CAFI-branded training and education opportunities, providing topical education to Association membership through the CAFI Journal as well as encourage, solicit, and assist in the active development of new and innovative strategies for the continuing education of Association members. In the case of in-person training opportunities, ensuring appropriate locations are selected will meet the needs of both the training accommodations required as well as the attendees.

Membership Committee

- The Membership Committee shall develop strategies in how the Association can promote, encourage, and solicit membership through all appropriate means. Additionally, this committee shall be responsible for promoting membership benefits and opportunities for membership involvement at all levels of the Association.

Certifications Committee

- The Certifications Committee shall be responsible for the development, review, and administration of the CAFI CCFI designation program. This committee shall work with the Training and Education Committee to help develop courses and programs that will assist CAFI members to meet certification requirements. This committee is responsible for promoting and encouraging participation in the CCFI designation programs to qualified members.

STANDING COMMITTEES *(continued)*

Awards and Recognition Committee

- The duties of the Awards and Recognition Committee shall be to actively promote the various CAFI awards from both chapters and the Association membership. Committee members shall determine the eligibility of nominations, review and examine each formal submission received and determine the most qualified nominations. A recommended recipient shall be presented for each CAFI award which shall be presented at the annual meeting.

Chapters Committee

- The Chapters Committee shall promote, encourage, and assist in forming new chapters of CAFI. This committee shall also assist existing chartered chapters in various ways and make recommendations to the Board regarding them.

Wildfire Investigations Committee

- The Wildfire Investigations Committee is responsible for ensuring the active promotion of wildfire investigation networks, resources, training and education. This committee will be responsible for submitting articles to the CAFI Journal providing topical information wildfire investigation practices, technology, investigative considerations and standards.

Website & Social Media Committee

- This committee is responsible for ensuring up to date information and content is provided on both the CAFI website as well as the social media platforms utilized by CAFI.

CAFI Journal Editorial Committee

- The CAFI Journal Editorial Committee shall be responsible for the collection, compilation, and publication of the CAFI Journal. This committee shall establish guidelines for the professional and objective review of articles, resources, information, and documents to being included in regular Journal publications.





STANDING COMMITTEES *(continued)*

CAFI Bylaws Committee

- The CAFI Bylaws Committee is responsible for the care and maintenance of the Association's Bylaws. The role of this committee is to advise the officers, director, and Association members on matters pertaining to the Bylaws of the Association. In the event of proposed changes, the Bylaws Committee shall review and prepare these proposals in a format suitable for presentation to the officers, directors, and Association members for review and decisions of approval.

Nominations and Elections Committee

- The duties of the Nominations and Elections Committee shall include collecting and submitting Nominations for officers and directors of the Board. This committee shall be responsible for establishing procedures for voting, the administration of voting at the annual general meeting, and the security and tallying of all votes cast by the established Association membership. Only Past Presidents in good standing of the Association are eligible to serve on this committee.



SPECIAL ADVISORY COMMITTEES

Fire Investigator Mental Health and Resiliency Advisory Committee

- The Fire Investigator Mental Health and Resiliency Advisory Committee supports the Association Board and Membership by offering guidance on mental health and wellbeing within the Canadian fire investigation community. This includes sharing insights on training opportunities, wellness programs, and effective strategies to promote mental resilience among fire investigators.

Insurance Advisory Committee

- With respect to CAFI membership, this special advisory committee is responsible for understanding and making recommendations to training for those professionals in the Canadian insurance industry working in fire loss claims. This committee shall also develop regular communication, make recommendations to the Association Board on which insurance industry groups CAFI should consider partnerships with, and assist the Training and Education Committee with understanding insurance industry certification and continuing education needs or requirements.

Canadian Legal Process Advisory Committee

- The Canadian Legal Process Advisory Committee is responsible for ensuring Association members have access to Canadian legal considerations, principles, process, and procedures for fire investigators. This special advisory committee will also provide advice and guidance to the Association for both fact and expert witness courtroom testimony preparation and delivery is concerned in Canada.

Canadian Occupational Health and Safety Advisory Committee

- The Canadian Occupational Health and Safety Advisory Committee is dedicated to promoting the health, safety, knowledge, awareness, discussion, and action among the Canadian fire investigation community accordance with both national and provincial/territorial legislation. This special advisory committee shall collaborate with the Training and Education Committee to inform, assist, and produce training materials with respect to fire investigator health and safety.



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To learn more about how you can
become involved in the only
Canadian-based, national professional
association for the fire investigation
community in Canada,
visit us at www.cafi.ca
or email us at info@cafi.ca.