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www.mass.gov/dfs



STEPHEN D. COAN
STATE FIRE MARSHAL

MEMORANDUM

TO: Heads of Fire Departments

FROM: Stephen D. Coan
State Fire Marshal

DATE: February 10, 2010

SUBJECT: **Cigarette Fire Investigation Checklist**

On January 1, 2008, **Fire Standard Compliant** (FSC) cigarettes became the law in Massachusetts. The heads of all local fire departments and the commander of the State Police Fire Investigation Unit were asked to make it a policy to determine, whenever possible, if cigarettes involved in fires were or were not fire standard compliant.

To facilitate the tracking of this information departments were asked to complete the ‘**Cigarette Fire Investigation Checklist**’ any time an investigation determines a fire was started by a cigarette. This information will allow the Department of Fire Services (DFS) to monitor compliance and to determine if FSC cigarettes are contributing to a reduction in the number of smoking fires, fire deaths, injuries, and property loss due to smoking.

To date the DFS has received a very low number of these checklists relative to the number of fires reported in the Massachusetts Fire Incident Reporting System (MFIRS) as ignited by cigarettes.

Therefore, I am again requesting that a completed checklist be sent to the Fire Data & Public Education Unit at the Division of Fire Safety any time you have a fire that the investigation determines was started by a cigarette. A copy of the form is enclosed and it can be downloaded from our website www.mass.gov/dfs, by clicking on “Quick Links – DFS” then on “Cigarette Fire Investigation Checklist.” If response to a fire is solely that of the local department, the Chief will be tasked with submitting this checklist; if the Fire Investigation Unit responds to the scene of the fire, the FIU will submit the checklist.

This checklist is in addition to and not a replacement for the mandatory reporting of fires via MFIRS. The information acquired from these investigations will be entered into a database and when linked to MFIRS will become a powerful new tool in the fire prevention arsenal. The data will be available to local heads of fire departments upon request.

Administrative Services • Division of Fire Safety
Hazardous Materials Response • Massachusetts Firefighting Academy

If you have any questions about the use of the form, please contact Adrienne Beaudoin, Fire Safe Cigarette Program Coordinator @ (978) 567-3721 or Adrienne.Beaudoin@state.ma.us.



Department of Fire Services Commonwealth of Massachusetts Cigarette Fire Investigation Checklist

On January 1, 2008, fire standard compliant (FSC) cigarettes became the law in Massachusetts. The State Fire Marshal has asked the State Police Commander of the Fire Investigation Unit (FIU) to make it unit policy to determine, whenever possible, if cigarettes involved in fires were FSC or not. Local fire chiefs are asked to adopt similar policies locally. This information is considered most probable based on the initial results of the investigation.

If possible, attach a copy of the fire department's MA Fire Incident Report (MFIRS).

FIU shall submit this checklist; local chiefs shall submit this checklist in cases where FIU does not respond to the fire.

Fire Date: _____ Fire Time: _____ FDID #: _____
 Incident #: _____ Fire Location: _____
#, STREET, TOWN

CASUALTIES

	Civilian	Fire Service
Injuries	_____	_____
Deaths	_____	_____

CHECK ONE (1) ENTRY FOR EACH OF THE CATEGORIES BELOW:

- | Brand | Type | FSC Cigarette? | How Involved in Ignition |
|-----------------------------------|-------------------------------------|----------------------------------|--------------------------------------------|
| <input type="checkbox"/> Marlboro | <input type="checkbox"/> Light | <input type="checkbox"/> Yes | <input type="checkbox"/> Fell asleep |
| <input type="checkbox"/> Camel | <input type="checkbox"/> Menthol | <input type="checkbox"/> No | <input type="checkbox"/> Improper disposal |
| <input type="checkbox"/> Winston | <input type="checkbox"/> Non-filter | <input type="checkbox"/> Unknown | <input type="checkbox"/> Smoking on O2 |
| <input type="checkbox"/> Kool | <input type="checkbox"/> Regular | | <input type="checkbox"/> *Other: |
| <input type="checkbox"/> Newport | <input type="checkbox"/> 100s | | |
| <input type="checkbox"/> *Other | | | |

*** IF "OTHER", PLEASE WRITE IN BRAND OR HOW INVOLVED IN IGNITION.**

Store location where cigarettes were purchased? _____
STORE NAME / TOWN

FIU Case #: _____

Report by: _____
RANK, NAME, DEPARTMENT OR AGENCY

Return completed checklist to Fire Data Unit by:

Fax: (978) 567-3199

Email: MFIRS.Report@state.ma.us

Mail: Department of Fire Services
 P.O. Box 1025 – State Road
 Stow, MA 01775