



FEMA

R811

Dear National Fire Academy Student:

Congratulations on your acceptance into the U.S. Fire Administration's National Fire Academy's Volunteer Incentive Program *Fire Cause Determination for Company Officers* (FCDCO) course. We look forward to your arrival, and hope to provide you with a rewarding learning experience. The materials in this course will address the basic skills needed to conduct initial fire cause determinations.

To assist in your preparation needs, you should review the following: NFPA 921, Guide for Fire and Explosion Investigations, 2008 Edition and NFPA 1033, Standard for Professional Qualifications for Fire Investigators, 2009 Edition. You should also complete the following CFI Trainer module: How First Responders Impact the Fire Investigation. Access to CFI Trainer is via Web site at www.CFITrainer.net There are no costs or membership requirements to access this module.

It is important to note that this is a 6-day course, and the first day of class will begin on Sunday at approximately 8:30 a.m. just after orientation. Orientation will normally commence at 8:00 a.m.; however, make sure you confirm this when you check in. Subsequent classes will meet daily from 8 a.m. to 5 p.m., with graduation occurring on Friday at 4 p.m. Adjust your travel plans to arrive early or to stay later if you wish to tour the Washington, DC, or Gettysburg, Pennsylvania, areas. Students who plan to arrive in the area earlier or depart later should be aware that we will not be able to provide transportation or on-campus housing to meet such adjusted travel plans.

It is important to note that this is a 6-day class, and the first day of class will begin on Sunday at approximately 8 a.m. Subsequent classes will meet daily from 8 a.m. to 5 p.m. with graduation occurring on Friday at 4 p.m. Because of this schedule, you will be provided lodging for Friday night. Evening classes may be required.

End-of-class graduation ceremonies are an important part of the course and you are expected to attend. Please do not make any travel arrangements to leave campus until after you and your classmates graduate.

Should you need additional information related to course content or requirements, please feel free to contact Mr. Michael L. Donahue, Fire/Arson and Explosion Investigation Curriculum Training Specialist, at (301) 447-1158 or email at Michael.Donahue1@fema.dhs.gov

Sincerely,

A handwritten signature in black ink that reads "Denis Onieal".

Dr. Denis Onieal, Superintendent
National Fire Academy
U.S. Fire Administration