



417th Base Support Battalion

Commander's Policy

Policy Number: 6-2

Proponent: AETV-WG-WM

Date: 7 August 2003

SUBJECT: Reporting and Investigating Requirements in Response to Fires

1. REFERENCE:

a. Deputy Commanding General USAREUR Directive to all Commanders, USAREUR, dated 9 April 1998, subject: Reporting and Investigating Requirements in Response to Fires.

b. CG Memorandum, HQ USAREUR and 7th Army, 27 March 1998, subject: Fire Prevention.

c. AR 420-90, Facilities Engineering Fire Protection, dated June 1997.

d. 98th ASG Standard Operating Procedure for Soldiers Quarters, dated 16 July 1998.

e. 417th BSB Regulation 420-90, Aug 2003.

2. PURPOSE: To outline specific and immediate responsibilities concerning fire response reporting and investigating. This policy is also adopted as an interim change to 417th BSB Regulation 420-90, Aug 2003.

3. SCOPE: This policy applies to all BSB staff and all unit commanders based within the 417th BSB footprint.

4. POLICY:

a. Responsible unit commander & BSB staff requirements follow:

(1) The BSB XO supervises overall staff response and timeline.

(2) The BSB S-3 tracks all fires and requisite responses IAW inclusive matrices. The S-3 develops the overall response timeline with staff input.

(3) The BSB DPW continues to provide immediate fire and emergency services response, timely fire reports to appropriate command levels, provides technical advice to all requiring agencies and investigating officers, provides emergency and temporary housing, and executes repair process for fire damaged government facilities.

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(4) The BSB PMO continues to provide initial investigation support, as well as required coordination and follow-up with MPI, CID, and German Polizei.

(5) The BSB S-1 tracks all requisite AR 15-6 investigations and appoints both AR 15-6 and Report of Survey investigating officers IAW a DA-Form 6 Roster for those fires where the BSB has facility ownership. The latter includes private rental housing.

(6) The BSB DOL tracks all requisite Reports of Survey.

(7) Area JAG offices provide legal and claims advice to affected soldiers and families.

(8) Tactical unit commanders conduct Report of Survey Investigations for all UPH fires in which they have senior occupancy responsibilities, as well as for fires in government and government-leased housing facilities with subordinates in residence. Tactical unit commanders will have similar requirements for training area/facility fires when subordinate soldiers initiate fires or formally occupy subject locations for training.

b. Current reporting requirements:

BSB	to ASG	to USAREUR	to DA	to DOD
	All fires with a loss of \$ 1.00 and above via telephone ASAP	All fires with a loss of \$ 1.00 and above via telephone	Any fire when fire loss exceeds \$200,000 or a fatality occurs done by USAREUR	Every incident requiring Fire Department response will be reported electronically using the Fire Incident Reporting System (DFIRS) to the central DOD repository at the Naval Safety Center, Norfolk Virginia
		Any fire causing injury, death, or loss exceeding \$10,000 ← interim report		
	Final report will be send after investigation is completed	Final report will be send after investigation is completed		

c. Executive unit/individual for required 15-6 investigations and/or report of survey by facility type:

GovtHousing	Govt. Leased Housing	Private Rental	UPH (Barracks)	Tactical Unit Facilities	Other	Type
BSB Commander	BSB Commander	BSB Commander	BSB Commander	BSB Commander	BSB Commander	15-6 Investigation
Tactical Commander	Tactical Commander	BSB Commander	Tactical Commander	Tactical Commander	Director or Chief of unit /agency where the fire occurred	Report of Survey

d. Individual fires may require MP, CID, or Polizei investigations depending on event circumstances. Active criminal investigations will take precedence if investigation timeline conflicts arise between investigating officers.

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5. **PROPONENT:** The 417th BSB, Directorate of Public Works, DSN 351-1560.

A handwritten signature in black ink, appearing to read 'THASS', with a long horizontal flourish extending to the right.

THOMAS H. FASS

LTC, EN

Commanding