Republic of the Philippines

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

#### **BUREAU OF FIRE PROTECTION**

# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### Fire Station

## **MEMORANDUM**

FOR : (Respective Head of Office)

SUBJECT : **PROGRESS INVESTIGATION REPORT**

DATE : (Date of PIR was completed)

**AUTHORITY:**

1. Section 50, Rule VIII, Implementing Rules and Regulations of RA 6975 (DILG Act of 1990) and BFP SOP Nr IID-2006-01. Comprehensive Fire And Arson Investigation and Filing of Criminal Complaint Procedure.
2. Mission Order Nr : (Series number of MO) dated (date of MO)

**MATTERS INVESTIGATED:**

1. The origin and cause of the fire incident
2. The suspect/ perpetrators if there is any.
3. Other matters in the occurrence of the fire incident

**FACTS OF THE CASE:**

This section should contain:

* + The matters investigated
  + The statements of witnesses as interviewed by the Fire Arson Investigator
  + Other affected structures/ establishments
  + Other important/ relevant matters concerning to the exhaustive investigation conducted and the scene of the fire and on the documents submitted.

**DISPOSITION:**

This section should contain:

* The disposition and assessment of the fire and arson investigator regarding the case.
* May also contain whether the case will be turned over to higher headquarters.

(Name and Signature

of the Fire and Arson Investigator)

Noted by:

(Name and Signature of the

Chief of the Investigation and Intelligence Office)

**(ANNEX – “G”)**