



UK-AFI

UNITED KINGDOM
ASSOCIATION OF
FIRE INVESTIGATORS®

Guidelines for

UK-AFI

Members

IAAI-CFI/FIT

Support Scheme

UK-AFI, P.O. Box 1318, Lincoln, LN1 2WZ

Charity number: 1124789

www.uk-afi.org



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1. Introduction

The United Kingdom Association of Fire Investigators (UK-AFI) is the 67th chapter of the International Association of Arson Investigators (IAAI). It is a not for profit organisation and is a registered charity (1124789). It is located at P.O. Box 1318, Lincoln, LN1 2WZ.

The IAAI and UK-AFI has a long history of supporting members to increase their learning and knowledge. The UK-AFI aims to provide members with the opportunity of being reimbursed the cost of the IAAI-CFI (Certified Fire Investigator) and IAAI-FIT (Fire Investigation Technician) application fee when the IAAI-CFI and/or IAAI-FIT certification is successfully completed by the applicant.

Revenue for the UK-AFI Members IAAI-CFI/FIT Support Scheme is generated through membership subscriptions, conferences, and training events.

2. Eligibility

The UK-AFI Members IAAI-CFI/FIT Support Scheme is open for applicants who have been members of the UK-AFI for a minimum period of two years, hold IAAI membership, and have not previously obtained the IAAI-CFI or IAAI-FIT Certification they are applying for. A successful candidate is then not eligible to re-apply for the same credential but may apply for the IAAI-CFI certification support, if they were previously awarded support for IAAI-FIT. Applications must be submitted within two years of completing the IAAI-CFI and IAAI-FIT for the first time. Applicants are not eligible if they have received funding for the successful completion of their IAAI-CFI or IAAI-FIT from another party (i.e. employer).

3. Deadlines

Unless otherwise noted on an application or notified by the UK-AFI, the UK-AFI Board will consider Support Scheme applications annually though strictly on a first come first served basis. The deadline for Support Scheme application submissions is the 30th of November each year. Applications will be considered and announced at the UK-AFI ATC in the following year. Late applications will not be accepted, and the applicant will need to re-submit the following year. The UK-AFI Board will be open to new applications annually as of the closing date of the UK-AFI ATC each year.

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4. Program Information

The UK-AFI Members IAAI-CFI/FIT Support Scheme is designed to support the development of its members by providing financial support to professionals who are members of the UK-AFI and IAAI for the purpose of increasing their knowledge and understanding of Fire Investigation.

The UK-AFI Members IAAI-CFI/FIT Support Scheme is also aimed at promoting the credibility and value of the IAAI-CFI and IAAI-FIT here in the United Kingdom. It is the UK-AFI's ambition to increase the number of members with the IAAI-CFI certification and IAAI-FIT designation, so that the IAAI-CFI certification and IAAI-FIT designation can be considered for recognition and accepted as in alignment with the United Kingdom National Occupational Standards for fire and explosion investigation.

5. How to Apply

Eligible members wishing to apply for the UK-AFI Members IAAI-CFI/FIT Support Scheme will be considered on a 'first come, first served' basis in accordance with all submissions made by the 30th of November annual deadline. Applications will be strictly dealt with in the order in which they arrive.

The attached application form must be fully completed and sent to the current President of the UK-AFI.

The applying member shall produce evidence of successfully completing the IAAI-CFI and or IAAI-FIT, along with the evidence of IAAI-CFI and or IAAI-FIT application fees already paid.

To undertake the IAAI-CFI and IAAI-FIT Programs, UK-AFI members are encouraged to visit the following link for instruction: <https://www.uk-afi.org/programs>

6. Selection Process

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The UK-AFI Board of Directors will set an annual budget for the UK-AFI Members IAAI-CFI/FIT Support Scheme. All UK-AFI Members IAAI-CFI/FIT Support Scheme applications will be reviewed by the UK-AFI Board of Directors at a scheduled Board of Directors meeting. All decisions of the Board are final.

All applicants will be notified in writing of the decisions of the UK-AFI Board, and successful applicants will be provided with additional instructions on how to receive their re-imbusement payment from the support scheme.

Failure to adequately complete the application requirements of the support scheme can result in disqualifying the application.

Support scheme requests submitted to the UK-AFI for consideration become the property of the UK-AFI and will not be returned to the submitter. The UK-AFI reserves the right to use any information in the support scheme submission or otherwise provided as part of the support scheme process in advertising and/or marketing initiatives or other purposes to support the Association and its various programs.

Successful applicants will be announced via one, or all, of the following methods: at the UK-AFI ATC, on the UK-AFI website, or within a UK-AFI members journal.

7. Promoting the UK-AFI Members IAAI-CFI Support Scheme:

The UK-AFI may promote the UK-AFI Members IAAI-CFI/FIT Support Scheme by posting the Support Scheme on the UK-AFI website, publishing an article in the UK-AFI members Journal and via an email circulation to UK-AFI members. The UK-AFI Board Members reserve the right to withdraw the Support Scheme should there be reason to do so.

Upon the successful application of the UK-AFI Members IAAI-CFI/FIT Support Scheme, successful candidates shall support and uphold the promotion of and good standard of the IAAI-CFI certification and IAAI-FIT designation. Should the successful candidate bring the UK-AFI in disrepute within the 5 years of receiving the Support Scheme reimbursement, the UK-AFI reserves the right to have the UK-AFI Members IAAI-CFI Support Scheme refunded by the candidate.

President name: Emma Wilson

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President signature:

Date of issue: 2nd September 2022

Review date: 2nd September 2024

8. UK-AFI Members IAAI-CFI/FIT Support Scheme Application Form

To be completed by the Applicant		
Name:	Address:	Telephone:
UK-AFI membership number:	IAAI membership number:	Email:

I confirm I meet the criteria for the UK-AFI Members IAAI-CFI/FIT Support Scheme (please tick those that apply)

- I attach evidence of a passed IAAI-CFI certification
- I attach evidence of a passed IAAI-FIT designation
- I attach evidence of a paid IAAI-CFI application fee
- I attach evidence of a paid IAAI-FIT application fee
- UK-AFI member for minimum 2 years (month/year joined:)
- IAAI member

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I confirm that I have not received funding from another third party for my first application of the IAAI- CFI or IAAI-FIT.

Applicants Signature:

Date:

To be completed by the UK-AFI President

Date and time received from applicant to President:

To be confirmed by two members of the Board:

1. Applicant meets eligibility requirements

Yes

No

.....
Name Signature Position

2. Applicant meets eligibility requirements

Yes

No

.....
Name Signature Position



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3. Applicant successful

Yes

No

.....

Presidents Name

.....

Signature

.....

Date