



MONTGOMERY COUNTY FIRE AND RESCUE SERVICE
MONTGOMERY COUNTY, MD.

**DIVISION OF COMMUNITY RISK REDUCTION SERVICES
DIRECTIVE**

Date: February 27, 2007

Number: 07-06

TO: All Fire and Explosive Investigations Section Personnel

FROM: Division Chief Michael T. Love *Michael Love*

SUBJECT: FEI 208, "Release Authorization Form"

In a Fire and Explosive Investigations Section (FEI) criminal investigation, the FEI 208, "*Release Authorization Form*," may be used when the facts of the case are not in dispute, when the victim requests that FEI take no further law enforcement action, and the request is made freely and voluntarily.

Example: The complainant reports an arson fire, and the investigation reveals that the suspect is the drug-addicted son of the complainant who does not live in the house, and the complainant no longer wants to go forward with the complaint. However, if there is any indication that the complainant's reluctance to proceed with the investigation is due to fear of, or coercion/duress, by the suspect, the FEI Investigator will continue the investigation, and will not allow an FEI 208 to be signed. The FEI 208 **will not** be used if an investigation determines that the original complaint was false, fraudulent, or baseless.

Example: The complainant called 911 to report a burglary, and the investigation determines that the complainant fabricated the story to collect from his insurance company. If an original report has already been written, a supplemental report will be submitted using the same clearance, closing the case as "**Unfounded.**"

Further, an FEI 208 **will not** be used for cases of:

- Rape;
- Sexual Assault;
- Domestic Violence;
- Child Abuse;
- Child Neglect; or
- Hate Crimes

The Investigator's FEI Supervisor must approve each FEI 208 to ensure that the release authorization is appropriate.

The original FEI 208 should remain in the case file, or in the absence of a case file, it should be attached to the original copy of the report.