



# Incident Reporting Form for Lithium Battery Fire Occurrences

## Form Instructions:

This form is to be used by fire departments to submit key elements on fires that are believed to have been caused by lithium batteries, no matter the size, related damage or whether the OFM was dispatched to investigate. The form should be emailed to [ofmfdm@ontario.ca](mailto:ofmfdm@ontario.ca) when completed.

## Section A: Incident Details

Please provide information about the incident where a lithium battery is suspected to have caused and/or contributed the fire (refer to standard incident reports):

| Fire Dept Incident # | Date of Incident | Incident Location Code / NFPP | Fire Dept ID Code / NFPP or FD |
|----------------------|------------------|-------------------------------|--------------------------------|
|                      |                  |                               |                                |

Please provide incident address (if applicable):

| Street or Lot Number | Street name/line or Concession Number | Apt Number  |
|----------------------|---------------------------------------|-------------|
|                      |                                       |             |
| City/Town/Township   |                                       | Postal Code |
|                      |                                       |             |

## Section B: Ignition and Cause

Please identify the applicable lithium battery ignition sources and causes for the above-noted incident:

| Standard Incident Reporting | Description |
|-----------------------------|-------------|
| 1. Source of ignition       |             |
| 2. Fuel of ignition source  |             |
| 3. Vehicle fuel             |             |
| 4. Possible cause           |             |

## Section C: Lithium Battery Specifications

Please provide details about the lithium battery or batteries (if known):

| Lithium Battery Specifications  | Answer |
|---|--------|
| 1. Is there reason to believe that the above-noted fire incident resulted from one or more lithium batteries? |        |
| 2. How many lithium batteries?  |        |
| 3. Who manufactured the lithium battery?  |        |
| 4. What year was the lithium battery manufactured?  |        |
| 5. Where was the lithium battery manufactured (country)?  |        |
| 6. What type of cells were used in the lithium battery?   |        |

## Section D: Lithium Battery Observations

Please provide details on how the lithium battery may have caused or contributed to the above-noted incident:

| Visual Appearance of Lithium Battery   | Answer |
|--|--------|
| 1. Was there physical damage to the battery (puncture, dropped, vibration, crushed). |        |
| 2. Was the battery altered from its original state?                                  |        |

| Use of Lithium Battery  | Answer |
|---|--------|
| 1. Was the lithium battery in use at the time of fire?              |        |
| a. If not in use, was the lithium battery on standby (not charged)? |        |
| b. If not in use, was the lithium battery being charged?            |        |
| 2. Was the battery completely drained at the time of fire?          |        |

| Charging of Lithium Battery   | Answer |
|---|--------|
| 1. What type of charger was being used to charge the battery?   |        |
| 2. Was the battery left on charge for an excessive amount of time prior to the fire occurring?                      |        |
| 3. Was the battery placed on charge immediately after excessive use? (i.e., battery was hot when placed on charger) |        |
| 4. If an aftermarket charger was used, did it meet CSA ULC standards?   |        |

| Storage of Lithium Battery   | Answer |
|--|--------|
| 1. Was the battery contained in a device at the time of the fire?                        |        |
| a. If yes, which device was the battery contained in?                                    |        |
| b. If yes, was this the correct battery for the device?                                  |        |
| c. If yes, did this battery have the correct number of volts and/or amps for the device? |        |
| 2. Was the battery stored in a dry or damp location?                                     |        |
| 3. Was the battery covered by material (blanket, warm pocket)?                           |        |
| 4. Was the battery stored in a hot or cool location?                                     |        |
| 5. Was the battery in direct sunlight?   |        |

|  | Answer |
|--|--------|
| 1. Was the battery seized for further examination? |        |