

## **FIRE WATCH REQUIREMENTS**

In the event of a reduction in required fire protection equipment occurs, the Fire Marshal or his designee may authorize the use of a fire watch on a temporary basis to allow the facility to remain open and operating. The following criteria shall be followed before the use of a fire watch shall be authorized. Additional requirements may be ordered by the Fire Marshal as needed.

- Fire Watch shall **immediately** report any fire or suspected fire by call **911**.
- Fire Watch shall be a minimum of 18 years of age.
- Fire Watch shall remain awake and alert at all times.
- Fire Watch shall not be discontinued without approval of the Fire Marshal. If the Fire Watch is being maintained due to a required fire alarm or suppression system being out of service, the Fire Watch shall be maintained 24 hours a day until the system is restored back to service.
- Fire Watch shall be familiar with how to contact the fire department using **911**.
- Fire Watch shall have a phone with them at all times.
- Fire Watch shall have the ability to communicate a fire alarm and/or evacuation orders to the occupants of the building.
- Fire Watch shall have access to an approved fire extinguisher sat all times.
- **Fire Watch shall conduct a complete walk through of the entire building at least one time every 20 minutes.**
- Fire Watch shall keep a written log of all patrols and shift activities on the form provided. This log shall be submitted to the Fire Marshal within 24 hours after termination of the Fire Watch.

