



SUBJECT

Fire Watch

PIN: 14

Effective: 5/16/1995

Revised: 9/19/2011



PURPOSE

Approval of the safety precautions required for buildings being constructed, altered or demolished may be required by the fire code official in addition to other approvals required for specific operations or processes associated with construction, alteration or demolition.

BACKGROUND

OSHPD enforces the California Fire Code for **fire watch** conditions when a building/premises presents a hazard to life or property as the result of construction, alteration, demolition, fire or other emergency, or when any fire protection equipment/system has been rendered inoperable. The fire watch is used to mitigate a hazardous condition which, if not corrected, would normally require the evacuation of the structure or a portion thereof.

POLICY

Fire Watch

Fire watch is generally defined as, "The assignment of a qualified person or persons having the sole responsibility for the continuous patrol of a building or premises for the purpose of detecting fires and transmitting an immediate alarm to the building occupants and fire department".

Where a required fire protection system is placed out-of-service or rendered inoperable, OSHPD and the fire department shall be notified immediately and an approved fire watch shall be provided for all occupants left unprotected by the shutdown until the fire protection system has been returned to service and termination of the fire watch is approved by OSHPD.

A fire watch shall be provided in accordance with the California Fire Code during hotwork activities and shall continue for a minimum of 30 minutes after the conclusion of the work.

PROCEDURE

When conditions occur which necessitate the activation of a fire watch, the attached guideline shall be utilized. Fire watch personnel shall be provided with at least one

POLICY INTENT NOTICE (PIN)

approved means for notification of the fire department and their sole duty shall be to perform constant patrols and watch for the occurrence of fire.

Original signed 9/19/11
Paul Coleman Date

FIRE WATCH GUIDELINE

RESPONSIBILITY FOR INSTRUCTION

The owner, manager or person in charge or in control of the building/premises shall assign to the fire watch as many personnel as are required and shall instruct fire watch personnel of the following:

1. The procedure for notifying the fire department.
2. The areas to be patrolled.
3. A method of alerting building occupants and an evacuation procedure.
4. The training necessary to ensure Fire Watch personnel are capable of reactivating disabled systems, when required.
5. Any special instructions required by either the OSHPD or local fire department.

LOGBOOK

1. The owner, manager or person in charge or in control of the premises shall provide a logbook which contains a directory of names, telephone numbers and other information to assist in making emergency calls. The logbook shall be the official document used to record a history of patrol rounds.
2. The logbook shall be maintained on the premises and be available for inspection by the authority having jurisdiction (OSHPD, local fire department or State Fire Marshal).

FIRE WATCH GUIDELINE

(Complete this document and it return to OSHPD.)

Assigned fire watch personnel shall:

1. Be thoroughly familiar with the area they are patrolling.
2. Perform patrol operations according to instructions from OSHPD and local fire department.
3. Patrol their designated area at least once each hour.
4. Make reports as instructed. A written record of patrol rounds and any significant information shall be recorded in a logbook provided by management.
5. Relay any special orders or pertinent information to relief personnel and management.
6. Remain on duty until properly relieved.
7. The entire building, including all rooms, offices, spaces, areas, basements, penthouses, shall be checked (per Item 3 above) unless otherwise specified by OSHPD.

NOTE: *The fire watch conditions shall not be terminated without OSHPD written authorization.*

FACILITY

FIRE WATCH FOR ENTIRE BUILDING

Yes

No

Specific Area: _____

RESPONSIBILITY TO OVERSEE WATCH

Name: _____

Time: _____

Date: _____