



## Informational Bulletin From the Office of the Fire Marshal

# Fire Watch

### Fire Watch

A fire watch is the action of an on-site person whose sole duty is to watch for the occurrence of fire. Building owners, or their representatives may be required by the Camas-Washougal Fire Department (CWFD) to provide a fire watch if:

- A fire protection system fails;
- A fire protection system is out of service;
- A fire protection system is in a building under construction (demolition, additions etc.);
- A fire protective system has had excessive number of preventable activations;
- A fire protective system has had a number of preventable “nuisance alarms”. (Defined as “any alarm caused by mechanical failure, malfunction, improper maintenance, or any alarm activation by a cause that cannot be determined” per NFPA72).
- A fire protection system is in a trouble or supervisory mode for more than eight hours.

Personnel selected to conduct the fire watch are determined by the building owner. A professional security company is not usually warranted, but may be required by the Camas-Washougal Fire Marshal’s Office (FMO) when life safety conditions merit such action.

**The fire watch shall remain in place until the system is repaired.**

### Owner Responsibilities

- a. Establish, instruct and maintain fire watch personnel.
- b. Notify the monitoring company.

- c. Notify the FMO that the system is not working.
- d. Contact a service company to repair the fire protection system(s).
- e. Notify the monitoring company and the FMO when the system has been repaired.

### Frequency of Inspections

The frequency of patrol is based on occupancy type as follows:

**Continuous Intervals-** Fire watch personnel shall patrol the entire area affected by fire protection system failure continuously when the following conditions exist:

1. Where occupants are sleeping
2. Where occupants are incapable of self-preservation or require assistance.
3. In occupancies where high numbers or concentrations of people are expected (i.e., places of assembly and educational occupancies).

**Every 30 Minutes -** Fire watch personnel shall patrol high hazard areas of buildings affected by fire protection system failure every 30 minutes.

**Every 60 Minutes -** All other occupancies not meeting the above requirements (such as unoccupied buildings affected by fire protection system failure) shall be patrolled at 60 minute intervals.

If a facility cannot be completely patrolled by a fire watch person in the required number of minutes, extra personnel shall be assigned fire watch duties to assure that the complete facility is patrolled in the required time frame.



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If for any reason a fire watch cannot be provided, the building shall not be occupied.

### Fire Watch Duties

Personnel serving as a fire watch have the following requirements/duties:

- Conduct patrols of the entire facility as specified.
- Be at least 18 years of age and familiar with the facility.
- Have the ability to identify fire hazards, and perform patrols.
- Have access to one approved means of communication; know the exact address of the property and how to report a fire or other emergency condition by calling 9-1-1.
- Be familiar with the buildings and property and have an accepted written plan for patrolling the property.
- Be trained in the use of fire extinguishers.
- Have access to all facility fire extinguishers and know their location.
- Have knowledge of and be trained in the facilities evacuation plan in the event of a fire.
- Be able to communicate with non-English speaking residents well enough to give an evacuation order.
- Not be permitted, while on duty, to perform any other duties.
- Not be impaired and remain awake and alert at all times.

- Keep a daily *Fire Watch Log* related activities to include; address of the facility, time of each patrol, name of the fire watch person, and notes for other related activities performed.
- Provide the *Fire Watch Log* to the FMO each day via:
  - 1) Email: [fmo@cityofcamas.us](mailto:fmo@cityofcamas.us)
  - 2) Fax: 360-834-8866 or;
  - 3) Delivery to 605 NE 3<sup>rd</sup> Ave., Camas

### Record Keeping

A fire watch log shall be maintained at the facility. The log must be available to the Fire Department at all times during the fire watch.

The log shall show the following:

1. Address of the facility
2. Time the patrol has completed each tour of the facility.
3. Name of the person conducting the fire-watch.
4. Record of the communication(s) to the Fire Department and monitoring company.
5. Record of other information as directed by Fire Department personnel.

### Completion of the Fire Watch

A fire watch shall be maintained until such time that the fire alarm and or suppression system has been placed back in operation. The FMO shall be notified that the systems are back in service and the fire watch halted.