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# Fire Prevention Standard

<b>Title: Fire Watch</b>			
<b>Number: # FPS 06-02</b>	<b>Effective Date: 01-01-2007</b>	<b>Revised Date: 06-01-2011</b>	
<b>Code References:</b> 2010 California Fire Code, Chapter 9, Section 901.7			
<b>Note:</b> <i>This guideline is a summary of Fire Department clarifications of County and State Codes. Information contained herein applies to typical circumstances and may not address all situations.</i>			
Author: D. Evenson	Date:	Approved: T. Hobday	Date:
Sign:		Sign On File:	01-01-07

**Background:** The Riverside County Fire Department 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.

**Fire Watch:** The assignment of a qualified person or persons having the sole responsibility for the continuous patrol of a building or the premises for the purpose of detecting fires and transmitting an immediate alarm to the building occupants and the Fire Department.

**Procedure:** When conditions occur which necessitate the activation of a fire watch, the following guideline shall be utilized.

### RESPONSIBILITY FOR INSTRUCTION:

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

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. Training necessary to insure Fire Watch personnel are capable of reactivating disabled systems, when required.

Any special instructions required by either the Riverside County Fire Department and/or the State Fire Marshal.

**LOG BOOK: Complete and retain for inspection by Riverside County Fire Department and or the State Fire Marshal.**

1. The owner, manager, or person in charge or 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 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 (Riverside County Fire Department and/or the State Fire Marshal.)

Assigned fire watch personnel shall:

1. Not be used for building or site security.
2. Have a device to contact/notify the fire department immediately.
3. Have a method of alerting the building occupants and an evacuation procedure.
4. Be thoroughly familiar with the area(s) they are patrolling
5. Perform patrol operations according to instructions from the Riverside County Fire Department and/or State Fire Marshal.
6. Patrol their designated area at least once each hour.
7. Make reports as instructed. A written record of patrol rounds and any significant information shall be recorded in a logbook provided by management.
8. Relay any special orders or pertinent information to relief personnel and management.
9. Remain on duty until properly relieved.
10. The entire building/facility, all rooms (offices, spaces, areas) including basements, penthouses, shall be checked per item "6" above unless otherwise specified by Riverside County Fire Department and/or the State Fire Marshal.

Terminating fire watch:

The fire watch conditions shall not be terminated until all fire protection equipment/system(s) have been rendered operable and tested by a licensed technician and approved the Fire Department. FAILURE TO COMPLY MAY RESULT IN LEGAL ACTION.

Received by: \_\_\_\_\_ Title: \_\_\_\_\_  
FOR FURTHER INFORMATION PLEASE CALL: (760) 347-1870

Job Site Information & Fire Watch Log shall be faxed to: 760-779-1959 Palm Desert Office

JOB SITE/FIRE WATCH INFORMATION

PROJECT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

FIRE WATCH PHONE: \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_

PERMIT NUMBER: \_\_\_\_\_

RESPONSIBLE PARTY: \_\_\_\_\_ PHONE: \_\_\_\_\_

NAME OF COMPANY PROVIDING FIRE WATCH: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

MANAGER/OWNER: \_\_\_\_\_

24 HR. EMERGENCY PHONE NUMBER: \_\_\_\_\_

LOCAL LICENSE NUMBER: \_\_\_\_\_

STATE LICENSE NUMBER(S): \_\_\_\_\_

NAMES OF PERSONNEL PROVIDING FIRE WATCH

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

FIRE WATCH LOG

DATE: _____	EACH TIMED SIGNATURE ACKNOWLEDGES A COMPLETE CHECK OF THE BUILDING UNDER FIRE WATCH CONDITIONS.	ADDRESS: _____ _____
TIME:	FIRE WATCH SIGNATURE	PRINT NAME
MIDNIGHT		
1:00 AM		
2:00 AM		
3:00 AM		
4:00 AM		
5:00 AM		
6:00 AM		
7:00 AM		
8:00 AM		
9:00 AM		
10:00 AM		
11:00 AM		
12 NOON		
1:00 PM		
2:00 PM		
3:00 PM		
4:00 PM		
5:00 PM		
6:00 PM		
7:00 PM		
8:00 PM		
9:00 PM		
10:00 PM		
11:00 PM		