



FIRE WATCH REQUIREMENTS

Jan-20

This information is provided to clarify the requirements of a fire watch. A fire watch is the action of an on-site person whose sole duty is to watch for the occurrence of a fire on the premises.

FIRE WATCH REQUIREMENTS

The Fullerton Fire Department may require a building owner (or their representative) to provide a fire watch if:

- A fire protection system fails.
- A fire protection system is out of service due to lack of water, maintenance, or repairs.
- A fire protection system is in a trouble or supervisory mode for more than 8 hours.
- There has been an excessive number of accidental activations or nuisance alarms.

A nuisance alarm is defined as any alarm caused by mechanical failure, malfunction, improper installation, lack of proper maintenance, or any alarm activated by a cause that cannot be determined, per NFPA 72.

Personnel to conduct the fire watch are determined by the building owner. A professional security company is not required.

WHERE REQUIRED

A fire watch is required in buildings with a fire sprinkler system, including hotels, motels, apartment buildings, bed and breakfasts, overnight hotels, public assembly buildings used for entertainment and/or nightclub activities (theaters, bars), residential care facilities, and schools (only when schools are not occupied/after hours).

OWNER RESPONSIBILITIES

- A) Establish, instruct and maintain fire watch personnel.
- B) Provide training necessary to ensure fire watch personnel are capable of activating fire alarm/sprinkler system(s) when required or necessary.
- C) Provide procedures for notifying the building or facility occupants of fire watch status.
- D) Provide a log book containing a directory of names, telephone numbers and other information to assist in making emergency calls.
- E) Notify the system monitoring company.
- F) Notify the Fullerton Fire Department Dispatch Center at (714) 738-6122 when the system is not working and again when the system has been repaired and put back in service.
- G) Contact the fire sprinkler or fire alarm contractor to repair the fire protection system(s).
- H) If a "Notice of Violation" has been issued, contact the Fullerton Fire Department when the system has been repaired.

FREQUENCY OF INSPECTIONS

Fire watch personnel should patrol the entire facility every 15 minutes in the following situations:

- a) The facility has people sleeping.
- b) The facility is an institutional occupancy.
- c) The facility is an occupied assembly or educational occupancy.

Other occupied facilities that do not meet the requirements for a 15-minute patrol frequency should have a 30-minute patrol frequency. Vacant/unoccupied properties that are not in stand-alone buildings (i.e. share a structure with other occupancies) shall be patrolled at a frequency to be determined by the fire code official.

FIRE WATCH DUTIES

Personnel serving as a fire watch have the following duties:

- a) Be thoroughly familiar with the area they are patrolling.
- b) Conduct periodic patrols of the entire facility as specified.
- c) Fire watch personnel cannot have other duties besides their assigned fire watch.
- d) Identify any fire, life or property hazards.
- e) Dial 911 and notify the Fullerton Fire Department if a fire is discovered.
- f) Notify occupants of the facility to evacuate immediately. If the fire alarm tone or public address function is still functional, use them to assist with evacuation of the building.
- g) Determine at least one means of direct communication with the Fire Department. Both a land line telephone or a cell phone are acceptable.
- h) Maintain a log of fire watch activities. The log book shall be the official document used to record a history of patrol rounds. It shall be maintained on the premises and be available for inspection by the Fullerton Fire Department.
- i) Have knowledge of the location and use of fire protection equipment, such as fire extinguishers.

NOTE: The fire watch person will not perform firefighting duties beyond the scope of an ordinary citizen.

RECORD KEEPING/FIRE WATCH LOG

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

The log should show the following:

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

TERMINATION OF FIRE WATCH

NOTE: FIRE WATCH CONDITIONS SHALL NOT BE TERMINATED WITHOUT PRIOR AUTHORIZATION FROM THE FULLERTON FIRE DEPARTMENT.

The owner or representative must obtain prior authorization from the Fullerton Fire Department prior to termination of a fire watch. Once the authorization has been given to cancel the fire watch, the owner or representative is responsible to cancel the fire watch and is required to notify the monitoring company and the Fullerton Fire Department Dispatch Center at (714) 738-6122.

2019 CALIFORNIA FIRE CODE, SECTION 901.7 - SYSTEMS OUT OF SERVICE:

Where a required fire protection system is out of service, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, the building shall be either evacuated or 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.

Where utilized, fire watches shall be provided with not less than one approved means for notification of the fire department and their only duty shall be to perform constant patrols of the protected premises and keep watch for fires.

[illegible]

INSTRUCTIONS:

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Visually inspect each room and/or space in the facility at _____ minute intervals.

Visually inspect the perimeter (outside) of the facility at _____ minute intervals. When directed by the Fullerton Fire Department, inspection areas may include mechanical/electrical rooms and outbuildings.

[illegible]

ATTENTION OCCUPANTS:

***FIRE WATCH
IN
PROGRESS***

**FIRE ALARM OR SPRINKLER SYSTEM
IS OUT-OF-SERVICE.**

Fire watch personnel are conducting a continuous tour of common areas to provide smoke and/or fire detection.

Please be alert to evidence of smoke or fire.

**IF YOU SEE FIRE OR SMOKE,
DIAL 911 IMMEDIATELY.**

**IF YOU HEAR AN ALERT, EVACUATE
THE BUILDING IMMEDIATELY.**