



San Bruno Fire Department

Fire & Life Safety Division

555 El Camino Real · San Bruno, CA 94066 · (650) 616-7096 · fireprevention@sanbruno.ca.gov

Fire & Life Safety Standard

Title: Fire Watch

Note: *This standard is a summary of San Bruno Fire Department clarifications of City and State Codes. Information contained herein applies to typical circumstances and may not address all situations.*

Address of Fire Watch: _____

Person Responsible to Supervise Fire Watch: _____

Contact Number: _____ Email Address: _____

PURPOSE

This standard was developed with safety as the principle objective, pursuant to the California Fire Code (CFC) Section: 104.1 General Authority and Responsibilities. The fire code official is authorized to render interpretations of the CFC, and to adopt policies, procedures, rules and regulations in order to clarify the application of its provisions. Such interpretations, policies, procedures, rules and regulations shall be in compliance with the intent and purpose of the CFC and shall not have the effect of waiving requirements specifically provided for in the CFC.

SCOPE

This standard provides specific guidelines for the most commonly encountered use of a fire watch, which fall into three main categories:

1. Fire watch for augmenting fire protection (i.e. special events or operations).
2. Fire watch to temporarily substitute for required fire protection that is inoperable or not consistent with the level required for any reason until such system has been approved for service (i.e. shutting down a fire protection system / appliance for repair or maintenance).
3. Fire watch to temporarily substitute for non-compliance or maintenance services due to change of the original approved system.

FINDINGS

1. **Fire watch personnel shall:**
 - a. Be able to communicate effectively.
 - b. Have a reliable method of communicating with emergency services via 9-1-1.
 - c. Be thoroughly familiar with the area they are patrolling.
 - d. Be performed by personnel solely dedicated to the fire watch and no other facility related activities or events.
 - e. Patrol their designated area at least once each half hour (24 hours a day).
 - f. Make reports as instructed including suspicious persons on the site. A written record of patrol rounds and any significant information shall be recorded in a logbook.
 - g. Relay any special orders or pertinent information to relief personnel.
 - h. Remain on duty and awake until properly relieved.
 - i. Alert building occupants of an emergency and direct evacuation when required.



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2. **Responsibility-** The owner, property manager, or project manager has the sole responsibility for the fire watch. The responsible party in conjunction with the authority having jurisdiction shall assign to the fire watch as many personnel as necessary and such person shall provide:
 - a. Detailed instruction of the method, location and frequency to be patrolled.
 - b. Two way radios to facilitate communication and evacuation.
 - c. Instruction in the procedure for reporting emergencies to the San Bruno Fire Department.
 - d. A method of alerting building occupants and an evacuation procedure when two or more fire watch personnel are required.
 - e. Any other instruction required by the authority having jurisdiction.
3. **Log Book**
 - a. The log book shall be maintained on the premises and be immediately available for inspection by the San Bruno Fire Department.
 - b. The log book shall be used to record a history of patrol rounds.
 - c. Email or Fax a copy of the 24 hour log to the above email or 650-875-8113 fax. If sheets are not received every 24 hours an inspection fee will be charged.
4. **Emergencies**
 - a. Contact emergency services via 9-1-1.
 - b. Tell Dispatch your name, call back phone number, location of emergency and the circumstances of the emergency. Do not hang up the phone.
 - c. Alert occupants and/or direct evacuation procedures.
 - d. Contain/extinguish the fire if it is safe to do so.

Note: Random checks may be made by San Bruno Fire Department personnel to insure compliance with this standard. The fire watch shall not be stopped until the San Bruno Fire Department provides authorization to stop or discontinue. The undersigned accepts the requirements within this standard and will follow the guidelines as written.

In affirming my signature hereon, I am responsible for compliance with all provisions under this standard.

Responsible Party's Signature: _____ **Date:** _____

Fire Department Representative: _____ **Issue Date:** _____

Fire Watch Log Sheet (example)

Location: _____

Date: _____

Rounds are to be made a minimum of once every 30-minutes.

Time	Signature	Life Safety Issues/Notes