



FIRE PREVENTION CONSTRUCTION STANDARDS FIRE WATCH PROCEDURE

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STANDARD

1009.1 It is the policy of the Cosumnes Fire Department ("Department") that any time automatic fire protection or detection systems are inoperable, when adequate egress is not available, or in the event of an excessive number of accidental activations, the owner or the authorized designee of a property shall be required to notify the Department immediately.

The Fire Marshal or the authorized designee shall decide whether the location has a high life-risk occupancy and, if so, immediately implement a fire watch. If the location does not have a high life-risk occupancy, the Fire Marshal or the authorized designee shall evaluate each set of unique circumstances and make a determination whether the property owner shall implement a fire watch.

This policy includes all new or existing buildings with an automatic fire protection and/or detection system installed but not operable, including buildings undergoing alteration, repair, and demolition.

PURPOSE AND SCOPE

1009.2 The purpose of this policy is to establish a fire watch procedure and applies to all applicable construction in the Cosumnes Fire Department's jurisdiction.

APPLICATION

1009.3 Definitions

- a. **Accidental** - The activation of any alarm that results in a response by the Department and that is caused by the negligence or intentional misuse of the system by a business owner, employees, staff, or agents of the business; by mechanical failure, malfunction, improper installation, improper design, insufficient or inappropriate maintenance;



improper placement or component over-sensitivity; any response in which Department personnel are unable to gain access to the premises for any reason or are unable to determine the apparent cause of the alarm system failure; or any other activation that is not caused by heat, smoke or fire, exclusive of an excessive false alarm, as defined below.

- b. **Excessive** - More than six (6) accidental activations resulting in a response by the Department at the same premises in any 12-month period.
- c. **Fire guard** - A properly trained person whose sole duty is to patrol the premises and watch for fire. This person should be equipped with an approved means of calling 9-1-1 in the event of a fire. Several fire guards might comprise a single fire watch.
- d. **Fire watch** - A system of trained, on-site fire guards who notify the Cosumnes Fire Department and the occupants of a building if a fire occurs and calls 9-1-1. Fire watch may be conducted by Department personnel.
- e. **High life-risk occupancy** - Hospitals and other institutions, dialysis clinics, care facilities, daycares, schools, high-rise buildings, assembly occupancies, hotels, motels, and multi-family occupancies.

1009.4 Responsibilities

- a. The owner or the authorized designee shall immediately notify the Cosumnes Fire Department any time an automatic fire protection or detection system is not in operation or in the event of an excessive number of accidental activations.
- b. The owner or the authorized designee should immediately initiate any repair or corrective action.
 - 1. After repair or corrective action is completed and the system is back in service, the Cosumnes Fire Department and occupants should again be notified by the owner or the authorized designee.
- c. A fire watch should be provided when the system cannot be repaired in a timely manner (more than 24 hours) and/or the lack of protection creates a building or life safety hazard as determined by the Fire Marshal or the authorized designee.



1. *Exception:* A fire watch shall be established immediately when fire protection, detection, and alarm systems are not in operation in high, life-risk occupancies, such as hospitals and other institutions, dialysis clinics, care facilities, daycares and schools, high-rise buildings, assembly occupancies, hotels, motels, and other multi-family occupancies.
- d. Building occupants must be notified within 24 hours of establishing a fire watch.
- e. Fire watch personnel shall be trained in using fire extinguishers, know the location of and have access to all facility fire extinguishers.
- f. Fire watch personnel shall know and be trained in the facility's evacuation plan.
 1. Fire watch personnel shall be able to communicate with non-English speaking residents well enough to give an evacuation order.
- g. Fire watch personnel shall not be permitted to perform other duties while on fire watch patrol.
- h. Fire watch personnel shall conduct periodic patrols of the entire facility.
 1. The facility is to be patrolled every 15 minutes if people are sleeping in the facility, if it is an institutional facility, or if it is an occupied assembly facility.
 2. Facilities that do not fall under the above categories shall be patrolled every 30 minutes.
- i. Fire watch personnel shall keep a log of fire watch-related activities.
 1. The log shall include the address of the facility, the time of each patrol, the name of the fire watch person(s), and notes of other related activities performed.
 2. The log shall be emailed to the appropriate Fire Inspector in the Fire Prevention Division daily.

REFERENCES

1009.5 None