

## APPENDIX N

# FIRE WATCH

*The provisions contained in this appendix are guidelines intended to assist the fire code official and are not adopted by the State of Oregon.*

### SECTION N101 GENERAL

**N101.1 Scope.** When a fire watch is required by this code and/or the fire code official in an existing structure(s) or portions thereof, or for a fire protection system that is out of service, or other fire hazard situation, it shall be in accordance with this appendix.

### SECTION N102 DEFINITIONS

**N102.1 Definitions.** For the purpose of this appendix, certain terms are defined as follows:

**FIRE CODE OFFICIAL.** See Section 202.

**FIRE WATCH.** See Section 202.

### SECTION N103 REQUIREMENTS

**N103.1 Fire watch.** A fire watch shall have all of the elements listed in this section.

**N103.2 Dedicated person(s).** At least one dedicated person is required to conduct patrols. Additional personnel shall be added as necessary to meet the interval requirements of N103.3. All personnel shall meet the following criteria and be:

1. At least 18 years of age.
2. Competent to identify fire hazards.
3. Capable of effectively communicating the need for a fire department response.
4. Physically capable to perform patrols and self-preservation.
5. Familiar with the structure and the emergency plan for the structure.

**N103.3 Patrol intervals.** The structure or portions thereof shall be checked for fire hazards every 15 minutes or as required by the fire code official.

**N103.4 Notification.** At least one method of communication to initiate a fire department response is required. Fire watch personnel shall have a cellular phone or other means of communication acceptable to the fire code official. In the event of a fire, fire watch personnel shall alert occupants and take appropriate action.

**N103.5 Activity log sheet.** An activity log sheet is required to document the activities of the fire watch. The log shall list the name of the person(s) who conducted the fire watch, time of each activity, and description of activity performed.

**N103.6 Termination.** A fire watch shall continue until the initiating circumstances have been abated and the fire code official has been notified.

### SECTION N104 DOCUMENTATION

**N104.1 Documentation.** The fire code official may use Figure N104.1A to order a fire watch and require Figure N104.1B to be used by fire watch personnel as documentation of the duty.

FIGURE N104.1A

# FIRE WATCH NOTICE

Location Address: \_\_\_\_\_

Business Name: \_\_\_\_\_

## BY ORDER OF THE FIRE MARSHAL

\_\_\_\_\_ is hereby notified that you are  
Responsible Person  
 responsible to conduct a fire watch throughout the building or property. Failure to follow this order will make you subject to prosecution. If a fire or injuries result from a failure to comply with this order, you may be liable for damages to persons or property under provisions of O.R.S. 479.190 and the Oregon Fire Code as adopted.

### REQUIREMENTS

**Definition.** A fire watch is a temporary measure intended to ensure continuous and systematic surveillance of a building or portion thereof by one or more qualified individuals for the purposes of identifying and controlling fire hazards, detecting early signs of unwanted fire, raising an alarm of fire and notifying the fire department.

**Dedicated person or personnel.** At least one dedicated person is required to conduct patrols. Additional personnel shall be added as necessary to meet the interval requirements of FW103.3. All personnel shall meet the following criteria and be:

- a. At least 18 years of age.
- b. Competent to identify fire hazards.
- c. Capable of effectively communicating the need for a fire department response.
- d. Physically capable to perform patrols and self-preservation.
- e. Familiar with the structure and the emergency plan for the structure.

**Patrol Intervals.** The structure or portions thereof shall be checked for fire hazards every 15 minutes or as required by the fire code official.

**Notification.** At least one method of communication to initiate a fire department response is required. Fire watch personnel shall have a cellular phone or other means of communication acceptable to the fire code official. In the event of a fire, fire watch personnel shall alert occupants and take appropriate action.

**Activity Log Sheet.** An activity log sheet is required to document the activities of the fire watch. The log shall list the name of the person who conducted the fire watch, time of each activity, and description of activity performed.

**Termination.** A fire watch shall continue until the initiating circumstances have been abated and the fire code official has been notified.

Inspected by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Call ( ) \_\_\_\_\_ to leave a message that the problem has been abated.

Call ( ) \_\_\_\_\_ to arrange a re-inspection.

Comments:



