



Fire Prevention Division

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SUPPLEMENTAL RULES & REGULATIONS

Number:	08-403.1		
Subject:	Fire Watch and Standby Personnel		
Code:	2003 International Fire Code	Code Section:	403.1, 901.7, 1404.5, & 2404.20
Effective Date:	July 3, 2008	Issued by:	Fire Marshal Roger Parker <i>Roger Parker</i>
Revision Date:	March 15, 2010	Issued by:	Fire Marshal Roger Parker <i>Roger Parker</i>
Revision Date:	April 3, 2012	Issued by:	Fire Marshal Roger Parker <i>Roger Parker</i>
Supersedes:	NA	Date:	NA

AUTHORITY:

§104.1 of the 2003 International Fire Code authorizes the fire marshal to render interpretations of the fire code, and to adopt policies, procedures, rules and regulations in order to clarify the application of its provisions.

PURPOSE:

To establish rules and regulations regarding requirements for fire watch and standby personnel.

SCOPE:

This regulation covers all facilities, buildings, or uses within the City of Avondale after the effective date.

GENERAL:

The 2003 International Fire Code §202 defines "fire watch" as:

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.

GENERAL:

The 2003 International Fire Code §403.1 states:

When, in the opinion of the fire code official, it is essential for public safety in a place of assembly or any other place where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest or activity, the owner, agent or lessee shall provide one or more fire watch personnel, as required and approved, to remain on duty during the times such places are open to the public, or

when such activity is being conducted. The fire watch personnel shall keep diligent watch for fires, obstructions to means of egress and other hazards during the time such place is open to the public or such activity is being conducted and take prompt measures for remediation of hazards, extinguishment of fires that occur and assist in the evacuation of the public from the structures.

The 2003 International Fire Code §901.7 states:

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 either be evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shut down until the fire protection system has been returned to service. Where utilized, fire watches shall be provided with at least 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.

The 2003 International Fire Code §1404.5 states:

When required by the fire code official for building demolition that is hazardous in nature, qualified personnel shall be provided to serve as an on-site fire watch. Fire watch personnel shall be provided with at least one approved means for notification of the fire department and their sole duty shall be to perform constant patrols and watch for the occurrence of fire.

The 2003 International Fire Code §2404.20 states:

When, in the opinion of the fire code official, it is essential for public safety in a tent, canopy or membrane structure used as a place of assembly or any other use where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest or activity, the owner, agent or lessee shall employ one or more qualified persons, as required and approved, to remain on duty during the times such places are open to the public, or when such activity is being conducted. Before each performance or the start of such activity, standby personnel shall keep diligent watch for fires during the time such place is open to the public or such activity is being conducted and take prompt measures for extinguishment of fires that occur and assist in the evacuation of the public from the structure. There shall be trained crowd managers or crowd manager supervisors at a ratio of one crowd manager/supervisor for every 250 occupants, as approved.

SUPPLEMENTAL RULE OR REGULATION:

The fire marshal is authorized to order the owner or responsible party to provide fire watch (standby personnel) when the fire marshal determines it is essential for public safety, when building demolition is hazardous in nature, when a fire protection system is out of service, where there has been an excessive number of fire alarm activations, or when conditions (in the opinion of the fire marshal) lead to a situation that puts the building's occupants at risk.

Fire Watch Requirements:

1. The duration and times for fire watch shall be assigned by the Fire Marshal's Office.
2. Fire watch personnel shall be pre-approved by the Fire Marshal's Office.
3. **Fire watch shall be maintained until a written release is issued by the Fire Marshal's Office. Contact the Fire Marshal's Office to request a Fire Watch Release.**

Fire Watch Duties:

1. Fire watch personnel shall have access to one approved means of communication; know the exact address of the property, and how to report a fire or other emergency condition by calling 9-1-1.
2. Fire watch personnel shall be familiar with the buildings and property and have an accepted written plan for patrolling the property.
3. Fire watch personnel shall be trained in the use of fire extinguishers, shall have access to all facility fire extinguishers, and know their location.
4. Fire watch personnel shall have knowledge of and be trained in the facility's evacuation plan in the event of a fire. They shall be able to communicate with non-English speaking residents well enough to give an evacuation order.
5. Fire watch personnel shall conduct periodic patrols of the entire facility. Patrols of the facility are required every 15 minutes if the facility has people sleeping, is an institutional facility, or is an occupied assembly facility. Patrols of the facility are required every 30 minutes for all other facilities.
6. Fire watch personnel shall NOT be permitted, while on duty, to perform any other duties.
7. Fire watch personnel shall NOT be impaired and shall remain awake and alert at all times.
8. Fire watch personnel shall keep a log of fire watch related activities (see sample). The log shall include; address of the facility, time of each patrol, name of the fire watch person, notes for other related activities performed. The log shall be faxed (623-333-0600) or delivered to the Fire Marshal's Office daily.
9. The Fire Marshal's Office may designate additional safety duties for fire watch personnel.

Fire Watch Log Sheet

Name of Building Under Fire Watch _____

Person performing Fire Watch Duties _____

I have read the instructions about conducting this Fire Watch and understand that I am responsible to follow those instructions and patrol my designated area at least once every 15 minutes if the facility has people sleeping, is an institutional facility, or is an occupied assembly facility. Patrols of the facility are required every 30 minutes for all other facilities.

Signature: _____

Print Name: _____

Date: ___/___/___ Time: ___/___ am pm

Area patrolled: _____

Date: ___/___/___ Time: ___/___ am pm

Area patrolled: _____

Date: ___/___/___ Time: ___/___ am pm

Area patrolled: _____

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Notes/Comments:

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