



REVELSTOKE FIRE RESCUE SERVICES
FIRE PREVENTION OFFICE
FIRE PREVENTION STANDARD

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TITLE: FIRE WATCH

NUMBER: FPS # 2010051801

EFFECTIVE DATE: MAY 18 2010

CODE REFERENCES : BC FIRE CODE 6.1.1.4. PROTECTION DURING SHUTDOWN

NOTE: THIS STANDARD IS A SUMMARY OF FIRE DEPARTMENT CLARIFICATIONS OF MUNICIPAL AND PROVINCIAL CODES. INFORMATION CONTAINED HEREIN APPLIES TO TYPICAL CIRCUMSTANCES AND MAY NOT ADDRESS ALL SITUATIONS .

SCOPE

It is the purpose of this standard to define a uniform guide for providing a fire watch, when required, to protect life, property and enhance the safety and well being of residents, businesses, customers, and partners by Revelstoke Fire Rescue Services.

This standard shall set forth the requirement of a fire watch when a building or premise presents a hazard to life or property as a result of fire or other emergency, or when it is determined that any fire protection equipment or life safety system is inoperable, defective, inadequate, has been taken out of service, not approved, or when deemed necessary by the Fire Chief or his designate.

DEFINITIONS

Fire Protection System - Approved devices, equipment and systems or combination of systems used to detect a fire, activate an alarm, extinguish or control a fire, control or manage smoke and products of a fire or any combination thereof.

Fire Watch - A temporary measure intended to ensure continuous and systematic surveillance of a building or portion thereof by one or more qualified individuals for the purpose of identifying and controlling fire hazards, detecting early signs of unwanted fire, raising alarm of fire and notifying the fire department.

BACKGROUND

Historically, fire departments implement fire watch requirements to augment or substitute certain fire protection requirements to allow certain uses, occupancies, or operations to occur for a short period of time. Significant problems arise from the use of a fire watch where the purpose or direction for the fire watch is vague or non-existent.

Although it is not possible to cover all of the potential uses for a fire watch, 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 fire protection / appliance for repair or maintenance, wanting occupancy prior to the approval of a fire protection system)
3. Fire watch to temporarily substitute for a non-compliance or maintenance services due to change of the original approved system.

REQUIRED FIRE WATCH

A permit is not required for a fire watch. However, the Fire Chief or his designate may, at any time, require a fire watch. The fire watch shall not be stopped until the fire department provides authorization to discontinue the fire watch.

FIRE WATCH

1. *Fire watch personnel shall:*
 - 1.1. Be able to communicate effectively.
 - 1.2. Have a reliable method of communicating an emergency to the public, staff and emergency services.
 - 1.3. Be thoroughly familiar with the area they are patrolling.
 - 1.4. Fire watch shall be performed by personnel solely dedicated to the fire watch and no other facility related activities or events.
 - 1.5. Patrol their area at least once each half hour (24-Hours a day).
 - 1.6. Make reports as instructed including suspicious persons on site. A written record of patrol rounds and any significant information shall be recorded in a logbook.
 - 1.7. Relay any special orders or pertinent information to relief personnel.
 - 1.8. Remain on duty and awake until properly relieved.
 - 1.9. Identify and correct hazards.
 - 1.10. Keep exits clear and obstruction free.
 - 1.11. Ensure fire fighting equipment is in place and operational.
 - 1.12. Emergency access routes are kept clear.
 - 1.13. Ensure posted safety information is in place.
 - 1.14. Alert building occupants of an emergency and direct evacuation when required.

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:

 - 2.1. A means of reliable communication to the fire department.
 - 2.2. Detailed instruction of the method, location and frequency to be patrolled.
 - 2.3. Two way radios to facilitate communication and evacuation.
 - 2.4. Instruction in the procedure for reporting emergencies to the fire department.
 - 2.5. A method of alerting building occupants and an evacuation procedure when two or more fire watch personnel are required.
 - 2.6. Any other instruction required by the authority having jurisdiction.

3. *Log Book:*
 - 3.1. The owner, property manager, or project manager in charge or control of the premises shall provide a log book that contains a directory of names, telephone numbers and other information to assist in making emergency calls to key personnel.
 - 3.2. The logbook shall be maintained on the premises and be immediately available for inspection by Revelstoke Fire Rescue Services.
 - 3.3. The log book shall be used to record a history of patrol rounds (see attached example).

OCCURRENCES

In the event of a fire or life safety emergency:

1. Dial 9-1-1
2. Provide the dispatch centre with your name, call back number, location of the emergency and nature of the emergency.
3. Alert occupants and or direct evacuation procedures.
4. Contain and or extinguish fire if safe to do so.

Note: Random checks may be made by fire department personnel to insure compliance with above standard. Checks may be conducted at any time day or night.

The fire watch shall not be stopped until the fire department provides authorization to discontinue the fire watch.

The undersigned accepts the requirements within this standard and will follow the guidelines as written.

Reason for fire watch:

Facility:

Person responsible to oversee fire watch procedures:

Title: _____

Contact Numbers: _____

ISSUED BY: Fire Prevention Office	APPROVED BY: Fire Chief: Rob Girard 	APPROVED BY: Fire Inspector: Roger Echlin 	REPLACES NO:
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