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

Definitions:
Fire Protection Systems – Approved devices, equipment, and systems or combination of systems used to detect a fire, activate a fire alarm, extinguish or control a fire, control or manage smoke and products of a fire or any combustible thereof.
Fire Watch – A temporary measure intended to insure 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.

Required Fire Watch:
A permit or plan is not required for a fire watch. However, a representative from Gainesville Fire Rescue may, at any time require a fire watch. The Assistant Fire Chief of the Risk Reduction Bureau shall be informed as soon as possible of or immediately after the implementation of the fire watch.

Background:
Historically, fire departments implement a fire watch requirement 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 a 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 non-compliance or maintenance services due to change of the original approved system.

Fire Watch:
1. Fire watch personnel shall:
   A. Be able to communicate effectively.
   B. Have a reliable method of communicating an emergency to the local public safety answering point (PSAP) via 9-1-1 or the seven digit emergency number (352-955-1818).
   C. Be thoroughly familiar with the area they are patrolling.
   D. Fire watch shall 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 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.

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. A means of reliable communication to the Combined Communications Center (land line: 9-1-1 or cell phone 352-955-1818).
   B. Detailed instruction of the method, location, and frequency to be patrolled.
   C. Two way radios to facilitate communication and evacuation are required when more than one person is on the fire watch.
   D. Instruction in the procedure for reporting emergencies to the fire department.
   E. A method of alerting building occupants and an evacuation procedure when two or more fire watch personnel are required.
   F. Any other instruction required by the authority having jurisdiction.

3. Log Book

A. The owner, property manager, or project manager in charge or control of the premises shall provide a logbook that contains a directory of names, telephone numbers, and other information to assist in making emergency calls and call to key personnel.
B. The logbook shall be maintained on the premises and be immediately available for inspection by Gainesville Fire Rescue.
C. The logbook shall be used to record a history of patrol rounds.
**Occurrences:**
In the event of a fire or medical emergency:

1. Dial 9-1-1 on a hard-line or 352-955-1818 on a cell phone.
2. Tell the dispatch center your name, call back number, location of the emergency, and the circumstances of the emergency. Do not hang up the phone.
3. Alert occupants and/or direct evacuation procedures.
4. Contain/extinguish fire if safe to do so.

**NOTE:** Random checks may be made by fire department personnel to insure compliance with above standard (day or night).

The fire watch shall not be stopped until the Risk Reduction Bureau provides authorization to stop or discontinue.

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

Facility:

_________________________________________
_________________________________________
_________________________________________

Person responsible to supervise fire watch:

_________________________________________
Title: ____________________________________

_________________________________________

**Approved:**

_________________________________________
Assistant Fire Chief
Fire Watch Procedures

1. Notify Alachua County Emergency Communications Center that a fire watch has been initiated by calling (352) 955-1818. Give them the business name and address, the name of the person conducting the fire watch, and an on site phone number.

2. A qualified fire watch includes a security company, off-duty firefighter with minimum standards, off-duty police officer with police standards, or personnel approved by the AHJ. These are the only choices for persons conducting the fire watch. The person assigned to the fire watch shall not serve in any other capacity while performing those duties.

3. A building walk-thru shall be conducted at least once every hour to ensure there are no hazardous conditions.

4. Document the building walk-thru on this form and fax it to Gainesville Fire Rescue, Risk Reduction Bureau every morning by 8:00 AM at (352) 334-2523.

5. The fire watch person shall have independent communications such as a radio or cellular phone.

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Business Name: ___________________________ Phone Number: ___________________________
Business Address: ___________________________
Name of Person Conducting Fire Watch: ___________________________
Company Name: ___________________________ Phone Number: ___________________________
Fire Watch Date: ___________________________