

FIRE WATCH NOTICE

Location Address: _____

Business Name: _____

BY ORDER OF THE FIRE MARSHAL

Responsible Person _____

Sign Here: _____ Print Name: _____ hereby notified that you are 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 I.F.C.2006 403.1 and the New Jersey 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 I.F.C.2006 403.1. 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.

Issued by: _____ Date: _____ Time: _____

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

Call (_____) _____ to arrange a re-inspection.

Comments: _____