



GRAND TRAVERSE METRO FIRE DEPARTMENT

FIRE PREVENTION BUREAU

897 Parsons Road ~ Traverse City, MI 49686

Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: www.gtmetrofire.org Email: Info@gtmetrofire.org

Proudly serving the citizens of Acme, East Bay and Garfield Townships

Fire Watch

ATTACHMENT A: SOG 718

General

A Fire Watch shall be provided for the protection of a building, structure and/ or occupants when any of the following exist:

1. An impairment to a fire protection system
2. A planned event, concert, gathering or assembly in which the nature of the facility/event poses a significant risk to the safety of the occupants.
3. When it is determined by the Fire Marshal or Fire Chief essential for public safety in accordance with International Fire Code (IFC) section 403.

Definitions

1. 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 an alarm of fire and notifying the fire department
2. Standby Personnel – Qualified fire service personnel as approved by the Fire Chief. When utilized, the number required shall be as directed by the Fire Chief. Charges for utilization shall be billed as determined by the Fire Chief.

General Fire Watch Requirements

1. The attached Fire Watch Log shall be printed and filled in completely during the Fire Watch period. This log shall be made available to any Fire Dept Official and a copy provided for.
2. Only persons approved by a Fire Dept Officer may perform a Fire Watch. Those persons shall meet the following criteria:
 - a. Must be familiar with the building, fire protection systems and occupancy.
 - b. Must be dedicated to the Fire Watch assignment and have no other duties than that of the Fire Watch Patrol.
 - c. Must have a direct form of communication to 911 Dispatch Center.
 - d. Must be equipped with a method to alert occupants, i.e. bullhorn/canister airhorn and a flashlight.
 - e. Must be trained in the use of fire extinguishers.

If no qualified personnel are available, the Fire Chief is authorized to require the use of Stand By personnel.



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3. Fire Watch Patrol shall be conducted every 15 minutes in the following situations:

- a. The facility has occupants sleeping in it.
- b. Institutional occupancies
- c. Occupied assembly occupancies

Other occupancies that do not meet these criteria shall be patrolled every 30 minutes.

If the facility is such size or complexity these frequencies cannot be accomplished with one person, additional persons shall be assigned to the Fire Watch Patrol duty and/or as determined by the Fire Chief.

4. Duties of Fire Watch personnel shall include but not be limited to:

- a. Patrol all areas of the building checking for hazards, fires, ensure all egress points are unobstructed and operating properly at frequency designated above.
- b. Notify occupants of fires or other hazards.
- c. Notify the 911 Dispatch Center of the incident.
- d. Assist occupants with the evacuation of the building.
- e. Complete Fire Watch Patrol Log.

5. The building owner or representative shall notify the Fire Department upon the repair of the fire protection system for approval to discontinue the Fire Watch Patrol. In order for the patrol to be cancelled, all fire protection systems shall be 100% operational including monitoring of fire alarm/ sprinkler system.