



CITY OF RIVERSIDE FIRE DEPARTMENT

FIRE PREVENTION DIVISION

INFORMATIONAL BULLETIN: 2022-028

APPROVED BY: C. Kodat, Fire Marshal, 1/1/2023

FIRE WATCH

2022 California Fire Code (CFC) Section 202; Section 901.7

Definition of 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 purposes of identifying and controlling fire hazards, detecting early signs of unwanted fire, raising an alarm of a fire, and notifying the fire department. (CFC Section 202)

Responsibility for Instruction:

The owner, manager, or person in charge of the building or premises shall assign to the fire watch as many personnel as required, and shall instruct fire watch personnel as to:

1. The approved procedure for notifying the fire department. (CFC Section 901.7)
2. Where utilized, fire watch shall be provided with not less than 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.
3. A procedure shall be provided for reactivating sprinkler valves in the event of a fire which required the sprinkler system to be taken out of service, and any other instruction required.

Logbook:

1. The owner, manager, or person in charge of the premises shall provide a logbook consisting of a directory of names, telephone numbers and other information to make emergency calls, calls to key management personnel, and which also shall be used to record patrol rounds.
2. The logbook shall be maintained on the premises and be available for inspection by the authority having jurisdiction.

Specific Duty Requirements:

The assigned fire watch personnel shall:

1. Notify monitoring company when system is taken out of service and when it is placed back in service.
2. Familiarize themselves with the area they are patrolling.
3. Perform patrol operations according to instructions and local fire department.
4. Patrol their designated area at least once each hour.
5. Record patrol rounds and any other significant information in the logbook.
6. Relay any special orders or pertinent information to relief personnel and management.
7. Remain on duty until properly relieved.
8. Check the entire building, including all rooms, basements, and penthouses, per "C" above.
9. The owner, manager, or person in charge must contact fire prevention to gain approval to be released from fire watch once the life safety issue has been resolved.

FIRE WATCH SCHEDULE

Date: _____	Reason: _____	
Time:	Fire Watch Designee	Administration/House Supervisor
12:00 AM		
1:00 AM		
2:00 AM		
3:00 AM		
4:00 AM		
5:00 AM		
6:00 AM		
7:00 AM		
8:00 AM		
9:00 AM		
10:00 AM		
11:00 AM		
12:00 PM		
1:00 PM		
2:00 PM		
3:00 PM		
4:00 PM		
5:00 PM		
6:00 PM		
7:00 PM		
8:00 PM		
9:00 PM		
10:00 PM		
11:00 PM		
Comments: _____		

