

Fire Watch

Safety & Risk Management • 1160 Research Drive • Bozeman, MT 59718 • (406)994-7583 • Christopher.Salter@montana.edu

Location / Building Name :			
Impairment Date/s :	Expected Tir	meframe	
Fire Watch Supervisor	Phone Number:	Email:	
MSU Contact :	Phone Number:	Email:	
	n is out of service, the building shall be eithe ted by the shutdown until the fire protection	r evacuated or an approved fire watch shall be n system has been returned to service.	
A fire watch is required if:			
 Fire Alarm Systems impaired occupied during the impairn 	d for more than four hours in a 24-hour peri nent.	od or the building will continue to be	
Water-based fire protection continue to be occupied du	systems impaired for 10 hours or more in a ring the impairment.	a 24-hour period or the building will	
Please provide a short explanation for	the outage (what system/s and type of work	is being performed):	
Fire watch personnel shall:			
1. Be able to communicate eff	ectively.		
2. Have a reliable method of c	ommunicating with emergency services via	9-1-1.	
3. Be thoroughly familiar with	the area they are patrolling.		
4. Be performed by personnel	solely dedicated to the fire watch and no of	ther facility related activities or events.	
5. Patrol their designated area	a at least once each hour (24 hours a day).		
6. Make reports as instructed significant information shal	including suspicious persons on the site. A v I be recorded in a logbook.	vritten record of patrol rounds and any	
7. Relay any special orders or	pertinent information to relief personnel.		
8. Remain on duty and awake	until properly relieved.		
9. Alert building occupants of	an emergency and direct evacuation when r	equired.	
10. Post the fire watch schedu	ile at each entrance.		

Fire Watch Log Sheet

Location:		Date
Fire Watch Staff Name		Signature
Fire Watch Relief Staff Name		
During the pof the buildi	patrol of the area, the person shou ing such as egress routes and alarn	ld not only be looking for fire, but making sure that the other fire protection features in systems are available and functioning properly.
Continually patrol the area, structure or facility and document the patrol a minimum of once every hour.		
Time	Signature	Life Safety Issues / Notes
	*	
_		