

Fire Watch Program



**ENVIRONMENTAL
HEALTH & SAFETY**
TEXAS A&M UNIVERSITY

Document Name: Fire and Life Safety – Fire Watch Program

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General Information

This procedure addresses the requirements for fire watches and fire watch documentation. Fire watches require the continuous patrol of all areas of the building affected by the impairment to look for evidence of smoke, fire, or any abnormal conditions. As noted in its definition, if a life threatening situation is discovered, the person conducting the fire watch must immediately contact emergency personnel, alert the occupants (if applicable) to the emergency and assist in their evacuation.

Applicability

This procedure applies to any fire watch required during special events, construction, or other times as necessitated by an operation, or when specified by the Authority Having Jurisdiction on the Texas A&M University Campuses and the TAMUS RELIS Campus.

Definitions

1. **Authority Having Jurisdiction (AHJ)** – The organization, office or individual responsible for enforcing the requirements of a code, standard, or approving equipment, materials, an installation or procedure (Specifically TAMU EHS)
2. **Fire Watch** – The assignment of a person or persons to an area for the expressed purpose of notifying the fire department, the building occupants, or both of an emergency; preventing a fire from occurring; extinguishing small fires; protecting the public from fire and life safety dangers
3. **Texas A&M University Campuses** – All facilities under the jurisdiction of TAMU AHJ; These include TAMU and TAMUS facilities in Burleson and Brazos County, all TAMU HSC Facilities, and the TAMU HEC McAllen.

Guidelines

- Have no other duties assigned other than the fire watch**
- Continually patrol the area, structure, or facility and document (log sheet) the patrol a minimum of once every hour
- Be trained in the use of portable fire extinguishers and have one accessible at all times
- Be capable of communicating with building occupants and the fire department to notify them about fires or other emergencies
- Maintain a record of the Fire Watch for inspection by the Authority Having Jurisdiction
- Must remain awake and alert at all times
- Patrol all areas of the building
- Be familiar with the building name, number, and address
- Maintain an emergency contact list (if fire or smoke discovered, call 911 first)
- Have a direct line of communication (i.e. cell phone) for contacting 911
- Be able to meet with emergency responders outside upon arrival to direct them to emergency location
- Ensure egress/access routes are clear
- Shall adhere to this document and the OSHA Standard 1519.504 Fire Watches/NFPA

Responsibilities:

Applicant/Contractor

- Provide a competent and qualified person or persons to conduct the fire watch
- Maintain record of the Fire Watch Record/Log
- Notify the AHJ of any changes that occur impacting the approved fire watch process

References

National Fire Protection Association 1 *Fire Code*

Occupational Safety and Health Administration Standard 1915.504 – Fire Watches