

# MIDWEST CITY FIRE DEPARTMENT

## FIRE WATCH INFORMATION

### When is a Fire Watch Required?

- Fire alarm system fully or partially out of service and life safety is a concern.
- Sprinkler system fully or partially out of service and life safety is a concern.
- Fire pump is out of service and life safety is a concern.
- Other conditions as required by the Fire Department

### Owner/Occupant Responsibilities

- Contact a licensed contractor to repair the system and pull any needed permits.
- Maintain the Fire Watch until the system has been repaired or until as directed by the Midwest City Fire Marshal's Office.

### Fire Watch Duties

- Perform periodic patrols of the area(s) affected.
- Shall not perform any other duties other than acting as a Fire Watch.
- Identify any signs of fire, life safety or other hazards and immediately report them.
- Shall have at least one (1) means of direct communication with the Fire Department.
- Be equipped with a bullhorn/air horn (or other loud sounding device), flashlight, mobile phone and/or radio.
- **If a fire or other immediate life safety hazard is discovered**, the Fire Watch must notify the Fire Department by calling 9-1-1.
- Fire Watch shall notify occupants of the need to evacuate if a fire or other life safety hazard is discovered.
- Know the location of operation of fire extinguishers located within the area under Fire Watch.
- Maintain entries on the Fire Watch Log Sheet.

### Frequency of Fire Watch Patrols

- Shall be conducted every 15 minutes for areas/buildings in which occupants are sleeping, non-ambulatory, institutional occupancies or assembly occupancies.
- All other occupancies shall be every 30 minutes.

### Record Keeping

- The Fire Watch Log Sheet (opposite side) shall be maintained for the duration of the impairment. The log shall be made available to the Fire Department upon request.
- If the Log Sheet is not completed, a citation may be issued with a fine of up to \$2,000.

### Cancellation of Fire Watch

- It is the owner/occupants reasonability to cancel the Fire Watch when the fire protection systems have been restored. Once cancelled, the owner/occupant shall contact the Fire Department to inform them the repairs have been completed.

