



# FIRE WATCH LOG

Fire Watch date

Case number

Business name

Contact/person conducting fire watch

Address

Phone

City

Zip code

Alternate phone

Fire Watch patrol interval  30 minutes  60 minutes  Continuous

Document each fire watch patrol on the log sheet below. In addition, document any significant related events in more detail in the Additional Comments section. Make additional form copies as needed.

Date	Time	AM	PM	Findings
___/___/___	___/___	<input type="checkbox"/>	<input type="checkbox"/>	
___/___/___	___/___	<input type="checkbox"/>	<input type="checkbox"/>	
___/___/___	___/___	<input type="checkbox"/>	<input type="checkbox"/>	
___/___/___	___/___	<input type="checkbox"/>	<input type="checkbox"/>	
___/___/___	___/___	<input type="checkbox"/>	<input type="checkbox"/>	
___/___/___	___/___	<input type="checkbox"/>	<input type="checkbox"/>	
___/___/___	___/___	<input type="checkbox"/>	<input type="checkbox"/>	
___/___/___	___/___	<input type="checkbox"/>	<input type="checkbox"/>	
___/___/___	___/___	<input type="checkbox"/>	<input type="checkbox"/>	

## SPECIFIC DUTY REQUIREMENTS

1. Assigned personnel shall not be assigned to duties other than fire watch.
2. Assigned & adequate personnel shall patrol area every 30 minutes where fire protection system is out of service
3. Assigned & adequate personnel shall patrol area every 30 minutes as required by the Fire Official
4. Assigned personnel shall maintain a log documenting fire watch activities. (enclosed) \_\_\_\_\_
5. Assigned personnel shall be able to notify occupants of the facility if the need to evacuate arises.
6. Assigned personnel shall be provided with communication equipment to notify 9-1-1 of a fire or emergency.
7. Assigned personnel shall have knowledge of the location and use of fire protection equipment. Ex. Fire extinguishers
8. Assigned personnel shall contact the fire department when out of service fire protection systems are restored.

