



AMARILLO FIRE DEPARTMENT

821 S Johnson St
Amarillo, Texas 79101
Phone (806) 378-4238
Fax (806) 378-9308
TDD (806) 378-4229

Fire Watch Requirements

A Fire Watch is a temporary measure to ensure a continuous and systematic surveillance of a building when the building or facilities fire protection system(s); i.e. Fire Suppression System, Fire Alarm System or both, are fully or partially out of service.

The City of Amarillo Fire Code States:

Where a required fire protection system is out of service, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, the building shall either be evacuated or an approved Fire Watch shall be provided for all occupants left unprotected by the shut down until the fire protection system has been returned to service.

Where utilized, fire watches shall be provided with at least one 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.

Owner / Management Responsibilities:

1. Establish a Fire Watch. Insure that qualified personnel are appointed to Fire Watch Duties. More than one person may need to be assigned due to the size of the building or facility.
2. Contact the Alarm Monitoring Company (if applicable) to notify them that the facility is under Fire Watch.
3. Contact the appropriate Fire Protection System contractor to have the system repaired and placed back in service as soon as possible.
4. After the Fire Protection System has been placed back in service contact Fire Prevention at 378-4238 and advise that the system has been repaired and is back in service. On Weekends, Holidays or after hours call Fire Dispatch at 376-8218.

Fire Watch Personnel Duties:

1. Conduct periodic patrols of the entire facility:
 - a. One patrol every 15 minutes for facilities that has people sleeping in it and/or Institutional or Assembly Occupancies.
 - b. One patrol every 30 minutes for all other facilities.
2. In the event that smoke or fire is discovered:
 - a. Call 9-1-1
 - b. Notify all occupants to evacuate immediately through the nearest exit.
3. Maintain the Fire Watch Log. (Refer to back side of this page)
4. Have a good working knowledge of all on-site fire protection systems / equipment including portable fire extinguishers.

Amarillo Fire Department Fire Watch Log

| | | | |
|------------------------------|--|-----------------------------|--|
| Building Name | | Building Address | |
| Date of Activation | | Time of Activation | |
| Date of Deactivation | | Time of Deactivation | |
| Reason for Fire Watch | | | |
| | | | |

| Start Tour Time | End Tour Time | Status/Problems Encountered | Signature | Printed Name |
|-----------------|---------------|-----------------------------|-----------|--------------|
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NOTE: This Log is to be continued on another page if needed. Provide the same information if an additional page is used.

This Log is to be made available for inspection by the Amarillo Fire Department upon request.