

FIRE WATCH EVENT SHEET

In the event that any of the following fire protection systems are off-line, a FIRE WATCH is to be implemented IMMEDIATELY – Fire Alarm System, Sprinkler System, Standpipe System, Fire Pump, and Specialized Fire Suppression System.

Persons assigned to Fire Watch duties shall follow the requirements listed on the Fire Watch Procedures sheet and shall patrol all unprotected areas of the building every hour to check for signs of fire or smoke conditions. All patrols are to be recorded on this Fire Watch Log Sheet immediately following each round. Records of Fire Watch shall be retained at OSB for one (1) year after they are made, and shall be made available upon request to the Fire Marshal.

NOTE: Start a new Fire Watch Log Sheet for each new day of Fire Watch

If fire or smoke conditions are discovered, alert all building occupants by sounding the alarm or another device approved by the Fire Marshal and dial 911.

System OUT OF SERVICE: _____

Date: _____ Time: _____

System BACK IN SERVICE: _____

Date: _____ Time: _____

NAMES & ROUTE OF PERSONS CONDUCTING FIRE WATCH:

Name	Route
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____

Attach to Fire Watch Log Sheet