



Vaughan Fire and Rescue Service

FIRE WATCH

This outlines the requirements of a fire watch if the fire alarm and/or sprinkler systems in any building become inoperative.

Fire watch personnel must be trained in conducting building evacuations, practicing fire prevention techniques and using portable fire extinguishers.

- ◆ A fire watch shall be established in a building when the fire alarm and/or sprinkler system is temporarily shut down for reasons including maintenance, periodic inspection, renovation or demolition work.
- ◆ In residence halls and assembly places, a fire watch is required at all times when buildings are occupied.
- ◆ All building occupants are to be notified that the fire protection systems in the building are not functional and that a fire watch has been instituted until repairs have been made.
- ◆ The elected fire watch personnel are to contact Vaughan Fire and Rescue Service by calling 905-832-8506 to advise what fire protection system is off-line and that a fire watch has been implemented. If the fire protection system is monitored by an outside agency, they must also be notified.
- ◆ Maintain a written Fire Watch Patrol Log (see attached) of the fire watch and include the date, time, name of people conducting the fire watch and the status of the alarm.
- ◆ A thorough inspection of all public areas, mechanical/electrical room, storage/closet areas, kitchen, laundry rooms and other high-risk places must be conducted every 45 minutes in the affected areas of the building.
- ◆ A fire watch will be conducted until the fire alarm and/or sprinkler systems have been repaired, tested and placed back into service.
- ◆ Suitable means of communication (cell phone, portable radio, etc.) will be employed for notifying Vaughan Fire and Rescue Services of any emergencies.
- ◆ When fire protection system(s) is restored and on-line, notify Vaughan Fire and Rescue Service by calling 905-832-8506.

