



## CODE APPLICATION NOTICE

Health and Safety Code §129851

CAN: 9-901.7

### SUBJECT

Fire Watch

Effective: 06/11/2025



## CODE SECTIONS

2022 California Fire Code, Part 9

Chapter 2 DEFINITIONS

SECTION 202 GENERAL DEFINITIONS

Chapter 9 FIRE PROTECTION AND LIFE SAFETY SYSTEMS

SECTION 901.7 Systems out of service.

*California Code of Regulations, Title 19, Division 1, §904.1(c)] Inspection Requirements.  
California Code of Regulations, Title 19, Division 1, §904.2(d) Testing and Maintenance  
Requirements.*

Section 3305.5

**Appendix** – 2022 California Building Standards Code, Title 24, California Code of Regulations, code citation(s) related to this Code Application Notice (CAN).

**Acronyms and Definitions** assist the user in recognizing and identifying various acronyms and terms generally used in this CAN. Please refer to the “[Master Glossary of Acronyms and Definitions – Acronyms and Definitions Used in OSHPD Published Documents](#)” which is posted on the HCAI website at <https://hcai.ca.gov/document/master-glossary-of-acronyms-and-definitions/>. Other definitions may also be found in the [California Building Standards Code](#), Title 24, California Code of Regulations.

## PURPOSE

The purpose of this Code Application Notice is to clarify and coordinate the fire watch requirements when a building/premises presents a hazard to life or property as the result of construction, alteration, demolition, fire, unauthorized work, work performed without permit, or other emergency condition, or when any fire protection equipment/system has been rendered inoperable. The fire watch is used to mitigate a hazardous condition which if not corrected, would normally require the evacuation of the structure or a portion thereof.

Fire watch shall be implemented where a fire sprinkler system, fire alarm system, standpipe, fire pump, water supply, or any other fire and life safety system becomes inoperable for an extended period.

## **BACKGROUND**

A Fire Watch may be required in accordance with CFC Section 901.7 (Fire Protection System Impairment), 3305.5 (During Demolition or Construction when required by the Office of the Fire Marshal), 403.11 (Places of Assemblies when required by the Office of the Fire Marshal). This Code Application Notice provides specific technical and procedural information and requirements for fire watch conditions and implementation. The intent of this Code Application Notice is to clarify aspects of the code that are non-specific. The requirements reference herein apply to the most common situations in which a Fire Watch is required.

## **INTERPRETATION**

The following constitute requirements and responsibilities of the owner/ representative, Fire Watch entity and their personnel are provided in this Code Application Notice.

## **RESPONSIBILITY OF THE OWNER/ PERSON IN CHARGE OF THE BUILDING OR PREMISES**

The owner, manager, or person in charge or control of the building OR premises shall assign to the fire watch as many personnel as required, and shall instruct fire watch personnel as follows:

1. Implement the Fire Watch Immediately. (24 hours per day/ 7 days per week unless otherwise agreed to by the OSHPD and Local Fire Authority).
2. Provide a minimum number of Fire Watch personnel as specified by the OSHPD and Local Fire Authority.
3. The procedure for notifying the Fire Department in the event of an emergency. (e.g., 911, premise address, etc.).
4. The areas to be patrolled, including egress routes and locations.
5. A method of alerting building occupants and an evacuation procedure. (e.g., intercom, PA, Bull Horn, face-to-face contact, etc.).
6. Training necessary to ensure Fire Watch personnel are capable of reactivating disabled systems, when required.
7. The location and use of on-site portable fire extinguishers.
8. Documentation requirements as specified in this Guideline.
9. Comply with all special instructions required by the OSHPD and Local Fire Authority.

## **FIRE WATCH PERSONNEL RESPONSIBILITIES**

The entity and the personnel providing Fire Watch services shall comply with the following requirements:

1. Responsible solely for Fire Watch, without any other duties assigned.
2. Have a reliable device to contact/notify the fire department immediately when a fire or other emergency occurs.
3. Capable of alerting building occupants and implementing evacuation procedures.
4. Capable of using portable on-site fire extinguishers as appropriate.
5. Be thoroughly familiar with the area(s) they are patrolling.
6. Perform Fire Watch patrols according to instructions from the OSHPD and Local Fire Authority.
7. Patrol their designated area at least once each hour unless otherwise specified by OSHPD and Local Fire Authority. This includes the entire building/facility, all rooms (offices, spaces, areas) including basements, penthouses.
8. Make reports as instructed.
9. Relay any special orders or pertinent information to relief personnel and management.
10. Remain on duty until properly relieved.
11. Complete required documentation of Fire Watch activities as specified in this Guideline.

## **DOCUMENTATION REQUIREMENTS**

The owner, manager, or person in charge or control of the premises shall maintain a logbook, which contains a directory of names, telephone numbers, and other information to assist Fire Watch personnel in making emergency calls. The logbook shall also be used to document the history of Fire Watch patrol rounds.

The logbook shall be maintained on the premises and be available for inspection by the authority having jurisdiction (RVC).

Fire Watch records shall include the following information:

- A written record of all patrol rounds, (See Attachment A - Sample Fire Watch Information Sheet and Log.). NOTE: Similar forms are allowable provided they contain all required information.
- Provide a copy of the Fire Watch Log (see Attachment B) to OSHPD and Local Fire Authority via email for each 24-hour period: Email the information to: \_\_\_\_\_. In addition, any questions may be directed to \_\_\_\_\_

## **TERMINATION OF FIRE WATCH**

Once a Fire Watch is ordered by OSHPD and Local Fire Authority, it must continue until a formal Fire Watch termination authorization is provided by the OSHPD and Local Fire Authority. Termination Authorization will be in written form on the original Fire Watch Issuance Form or via electronic communication. Verbal Termination Authorizations are not permitted.

Attachments

- 1. Attachment A – Notice to Implement Fire Watch
- 2. Attachment B – Fire Watch Information Sheet and Log

Original Signed	06/11/2025
Chris Tokas, Deputy Director	Date

## APPENDIX

## 2022 California Building Standards Code, Title 24, California Code of Regulations

## 2022 California Fire Code, Part 9

## Chapter 2 DEFINITIONS

## SECTION 202 GENERAL DEFINITIONS

**FIREWATCH.** A temporary measure intended to ensure continuous and systematic surveillance of a building or portion thereof by one or more qualified individuals for the purposes of identifying and controlling fire hazards, detecting early signs of unwanted fire, raising an alarm of fire and notifying the fire department.

## Chapter 9 FIRE PROTECTION AND LIFE SAFETY SYSTEMS

**SECTION 901.7 Systems out of service.** *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 approved 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.*

## Title 19 additional requirements:

**California Code of Regulations, Title 19, Division 1, §904.1(c)] Inspection Requirements.**

*(c) The owner or occupant shall promptly correct or repair deficiencies, damaged parts, or impairments found while performing the inspection, test, and maintenance requirements of this standard. Recalled products shall be replaced or remedied. Such replacement or remedial product shall be installed in accordance with the listing requirements, the manufacturer's instructions and the appropriate NFPA installation standards. A recalled product is a product subject to a statute or administrative regulation specifically requiring the manufacturer, importer, distributor, wholesaler, or retailer of a product, or any combination of such entities, to recall the product, or a product voluntarily recalled by a combination of such entities.*

**California Code of Regulations, Title 19, Division 1, §904.2(d) Testing and Maintenance Requirements.**

*(d) The building or system owner shall insure immediate correction of any deficiencies noted during the service. A tag or label shall be affixed to a system only after all deficiencies have been corrected. The . . .*

**Section 3305.5** Requirements During Demolition or Construction when required by the Office of the Fire Marshal,

**Also, for further guidance, refer to the following:**

- There are additional requirements in NFPA 101 Sections 3.3.91, 9.6.1.6\* and A.9.6.1.7. Section.
- NFPA 25, Section 15.5.2 mandates the provision of a fire watch whenever an automatic fire sprinkler system malfunctions for 10 hours in a 24-hour period.

**ATTACHMENT A**  
**Notice to Implement Fire Watch**

**Fire Watch:** The assignment of a qualified person or persons having the sole responsibility for the continuous patrol of a building or the premises for the purpose of detecting fires and transmitting an immediate alarm to the building occupants and the Fire Department.

**Procedure:** When conditions occur that necessitate the activation of a fire watch, this form shall be used by OSHPD/Local Fire Authority personnel to officially notify the responsible party of their legal responsibility to implement.

***Specific Responsibilities of the Owner/ Responsible Party***

The owner, manager, or person in charge or control of the building premises shall assign to the fire watch as many personnel as are required, and shall instruct fire watch personnel as to:

1. Implement the Fire Watch Immediately. (24 hours per day/ 7 days per week unless otherwise agreed to by the Local Fire Authority?).
2. Provide a minimum number of Fire Watch personnel as specified by the Local Fire Department. (A minimum of \_\_\_\_\_# of Fire Watch Personnel)
3. The procedure for notifying the Fire Department in the event of an emergency. (e.g., 911, premise address, etc.).
4. The areas to be patrolled, including egress routes and locations.
5. A method of alerting building occupants and an evacuation procedure. (e.g., intercom, PA, Bull Horn, face-to-face contact, etc.).
6. Training necessary to ensure Fire Watch personnel are capable of reactivating disabled systems, when required.
7. The location and use of on-site portable fire extinguishers.
8. Documentation requirements as specified in the Fire Watch Guideline.
9. Comply with all special instructions required by the Local Fire Department.

ATTACHMENT A (continued)  
Notice to Implement Fire Watch

Business Name: \_\_\_\_\_

Location: \_\_\_\_\_

Fire Watch Recipient: \_\_\_\_\_

Print

Sign

Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_

Fire Watch Issued by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Special Instructions: \_\_\_\_\_

Fire Watch Termination Authorization: \_\_\_\_\_

Title

Print

Signature

Date

Time

FAILURE TO COMPLY WILL RESULT IN LEGAL ACTION.

Email location information & Fire Watch Log every day to: \_\_\_\_\_

For information call: \_\_\_\_\_

ATTACHMENT B

Fire Watch Information Sheet and Log

<b>FIRE WATCH INFORMATION &amp; LOG SHEET</b>	
This form shall be provided to the Fire Department immediately upon commencement of Fire Watch by the responsible party.	
RECORD NUMBER:	
FACILITY NAME:	
ADDRESS:	
RESPONSIBLE PARTY:	PHONE NUMBER:
NAME OF COMPANY PROVIDING FIRE WATCH:	
PROVIDER ADDRESS:	
PHONE:	
MANAGER/OWNER:	
24 HR. EMERGENCY PHONE NUMBER:	
BUSINESS LICENSE NUMBER:	
STATE LICENSE NUMBER(S):	
NAMES OF PERSONNEL PROVIDING FIRE WATCH:	
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
COMMENTS:	



ATTACHMENT B (continued)  
FIRE WATCH LOG

DATE:		
RECORD NUMBER:	SITE ADDRESS:	
EACH TIMED SIGNATURE ACKNOWLEDGES A COMPLETE CHECK OF THE BUILDING UNDER FIRE WATCH CONDITIONS		
TIME:	FIRE WATCH SIGNATURE	PRINT NAME
MIDNIGHT		
1:00 AM		
2:00 AM		
3:00 AM		
4:00 AM		
5:00 AM		
6:00 AM		
7:00 AM		
8:00 AM		
9:00 AM		
10:00 AM		
11:00 AM		
12 NOON		
1:00 PM		
2:00 PM		
3:00 PM		
4:00 PM		
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6:00 PM		
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8:00 PM		
9:00 PM		
10:00 PM		
11:00 PM		