



FIRE WATCH PROCEDURES

If authorized by the Fire Official, a Fire Watch may be temporarily used while a fire detection or fire protection system is out of service for repairs or alterations.

The following are minimum requirements that must be met before a fire watch will be approved. Additional requirements may be ordered by the fire code official:

- ***Fire watch must immediately report any fire or suspected fire to the Daphne Fire Department.***
The person responsible for performing the fire watch must be at least 18 years of age.
- Fire watch shall be continuous ***24 hours a day and not discontinued without prior approval of the Fire Official.***
- Fire watch must have and be familiar with an approved means of contacting the Daphne Fire Department using the 9-1-1 system.
- Fire watch must have the ability to communicate a fire alarm and/or evacuation orders to other occupants of the building.
- Fire watch shall be familiar with the premises and evacuation procedures for the building.
- Fire watch shall have access to and appropriate training for an approved fire extinguisher at all times.
- Fire watch must not have any other duties or responsibilities other than being a fire watcher.
- Fire watch must conduct a complete walk through of the entire building at least one time every 30 minutes.
- Fire watch shall keep a written log of all patrols and shift activities. This log shall be submitted to the Daphne Fire Department Bureau of Fire Prevention ***within 24 hours of the approved termination*** of the fire watch. The log may be emailed to the Fire Marshal upon completion.
- If at any time it is found that fire watch is not being conducted in the manner required, the premises will be evacuated until all impairments to the fire alarm/ fire protection system have been made.

CITY OF DAPHNE • BUREAU OF FIRE PREVENTION

1705 Main Street | PO Box 400 | Daphne, Alabama 36526 | 251-620-0781 www.daphneal.com



NOTIFICATION OF FIRE WATCH

DATE: _____

PROPERTY NAME: _____

RESPONSIBLE PARTY: _____

CONTACT NUMBER: _____

SIGNATURE: _____

Return the attached Fire Watch Log within 24 hours of the approved termination

of the fire watch via email to the Daphne Fire Marshal at

bcamilleri@daphneal.com.



FIRE WATCH LOG

DATE: _____ TIME: _____ am or pm

AREA PATROLLED: _____

DATE: _____ TIME: _____ am or pm

AREA PATROLLED: _____

DATE: _____ TIME: _____ am or pm

AREA PATROLLED: _____

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