| Section: 29 - Fire Prevention Division - Inspections | Subject: Fire Watch | OPS: 2940.00 |
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## PURPOSE

To provide fire watch requirements for an owner or responsible party when adequate fire alarm or fire sprinkler systems are not operational.

## SCOPE

This policy applies to all facilities in which the Chula Vista Fire Department has fire prevention authority.

## FIRE WATCH POLICY

Fire watch personnel must inspect the entire building and/or area at least once per 30 minutes.

Fire watch personnel must have access to one approved means of communications, know the exact address of the property, and how to report a fire or other emergency condition by calling 9-1-1.

Fire watch personnel will not be permitted, while on duty, to perform any other duties.

Fire watch personnel must not be impaired and shall remain awake and alert at all times while on fire watch duty.

Fire watch personnel will keep a log of fire watch-related activities. On a daily basis, the log must be either faxed to (619) 691-5204 or delivered to the City of Chula Vista Fire Marshal at 276 Fourth Avenue, Building C at the Fire Admin office.

# FIRE WATCH LOG

**CHULA VISTA FIRE DEPARTMENT** FIRE PREVENTION DIVISION

Location: _____ Building Name: _____

Date of Fire Watch Activation: _____ Time of Activation: _____

Date of Fire Watch Deactivation: _____ Time of Deactivation: _____

Reason for Fire Watch: _____

Fire Watch Issuing Officer (CVFD): _____

## FIRE WATCH PERSONNEL

Name: _____ Phone: _____

Employer: _____ Phone: _____

Employer Address: _____

| Tour Time* | Initial | Status/ Problems Encountered | Correction Made |
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***NOTE: Tours must be made every 30 minutes.**

**Name:** **Signature:** **Date:**

CHULA VISTA FIRE DEPARTMENT • Fire Prevention Division • 276 Fourth Avenue, Building 300, Suite B-143 • Chula Vista, CA 91910
(619) 691-5029 • fax (619) 691-5204 • www.chulavistaca.gov/goto/FirePrevention