

Fire Watch Log

() Sprinkler () Alarm

The Central Mat-Su Fire & Life Safety Office (F&LS) requires a fire watch to be initiated when a facility's fire protection system(s) is/are not operational or other reasons determined by the Fire Marshal.

The **SOLE DUTY** of the fire watch personnel shall be to serve as an on-site fire watch. The fire watch consists of a person dedicated to perform the fire watch and capable of initiating the emergency plan. A complete walk-through of the facility shall be performed hourly.

The fire watch will occur 24-hours a day and will continue until the Fire Marshal has deemed the watch no longer necessary. A third-party system report must be provided confirming system is operational.

Facility Name: _____ **Location:** _____
Facility Contact: _____ **e-mail:** _____
Date: _____ **Phone:** _____

Time (<i>exact minute started</i>)	Fire Watch Person	Signature	Comments
12: a.m.			
1: a.m.			
2: a.m.			
3: a.m.			
4: a.m.			
5: a.m.			
6: a.m.			
7: a.m.			
8: a.m.			
9: a.m.			
10: a.m.			
11: a.m.			
12: p.m.			
1: p.m.			
2: p.m.			
3: p.m.			
4: p.m.			
5: p.m.			
6: p.m.			
7: p.m.			
8: p.m.			
9: p.m.			
10: p.m.			
11: p.m.			

This form shall be emailed/faxed into this office every morning (FireCode@MatSuGov.US or 907-861-8157) while the fire watch is in effect. Any questions, should be directed to a staff member at 907-861-8030.

**TABLE 901.6.1
FIRE PROTECTION SYSTEM MAINTENANCE STANDARDS**

SYSTEM	STANDARD
Portable fire extinguishers	NFPA 10
Carbon dioxide fire-extinguishing system	NFPA 12
Halon 1301 fire-extinguishing systems	NFPA 12A
Dry-chemical extinguishing systems	NFPA 17
Wet-chemical extinguishing systems	NFPA 17A
Water-based fire protection systems	NFPA 25
Fire alarm systems	NFPA 72
Mechanical smoke exhaust systems	NFPA 204
Smoke and heat vents	NFPA 204
Water-mist systems	NFPA 750
Clean-agent extinguishing systems	NFPA 2001

901.6.2 Records. Records of all system inspections, tests and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three years and shall be copied to the *fire code official* upon request.

901.6.2.1 Records information. Initial records shall include the name of the installation contractor, type of components installed, manufacturer of the components, location and number of components installed per floor. Records shall also include the manufacturers' operation and maintenance instruction manuals. Such records shall be maintained on the premises.

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 shutdown 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.

901.7.1 Impairment coordinator. The building *owner* shall assign an impairment coordinator to comply with the requirements of this section. In the absence of a specific designee, the *owner* shall be considered the impairment coordinator.

901.7.2 Tag required. A tag shall be used to indicate that a system, or portion thereof, has been removed from service.

901.7.3 Placement of tag. The tag shall be posted at each fire department connection, system control valve, fire alarm control unit, fire alarm annunciator and *fire command center*, indicating which system, or part thereof, has been removed from service. The *fire code official* shall specify where the tag is to be placed.

901.7.4 Preplanned impairment programs. Preplanned impairments shall be authorized by the impairment coordinator. Before authorization is given, a designated individ-

ual shall be responsible for verifying that all of the following procedures have been implemented:

1. The extent and expected duration of the impairment have been determined.
2. The areas or buildings involved have been inspected and the increased risks determined.
3. Recommendations have been submitted to management or building *owner/manager*.
4. The fire department has been notified.
5. The insurance carrier, the alarm company, building *owner/manager*, and other authorities having jurisdiction have been notified.
6. The supervisors in the areas to be affected have been notified.
7. A tag impairment system has been implemented.
8. Necessary tools and materials have been assembled on the impairment site.

901.7.5 Emergency impairments. When unplanned impairments occur, appropriate emergency action shall be taken to minimize potential injury and damage. The impairment coordinator shall implement the steps outlined in Section 901.7.4.

901.7.6 Restoring systems to service. When impaired equipment is restored to normal working order, the impairment coordinator shall verify that all of the following procedures have been implemented:

1. Necessary inspections and tests have been conducted to verify that affected systems are operational.
2. Supervisors have been advised that protection is restored.
3. The fire department has been advised that protection is restored.
4. The building *owner/manager*, insurance carrier, alarm company and other involved parties have been advised that protection is restored.
5. The impairment tag has been removed.

901.8 Removal of or tampering with equipment. It shall be unlawful for any person to remove, tamper with or otherwise disturb any fire hydrant, fire detection and alarm system, fire suppression system, or other fire appliance required by this code except for the purpose of extinguishing fire, training purposes, recharging or making necessary repairs, or when *approved* by the *fire code official*.

901.8.1 Removal of or tampering with appurtenances. Locks, gates, doors, barricades, chains, enclosures, signs, tags or seals which have been installed by or at the direction of the *fire code official* shall not be removed, unlocked, destroyed, tampered with or otherwise vandalized in any manner.

901.9 Termination of monitoring service. For fire alarm systems required to be monitored by this code, notice shall be made to the *fire code official* whenever alarm monitoring services are terminated. Notice shall be made in writing, to the