



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701

Department of Fire and Emergency Services
Fire Prevention Division
1930 Promise Road
(605) 394-5233
Fax (605) 394-5235

Fire Watch

1. Purpose:

To establish requirements for an owner or responsible party to provide fire watch personnel when a fire alarm or sprinkler system are in **disrepair** or **nonfunctional**. Exception: If a fire alarm or sprinkler system is only non-functional for one day during regular business hours (8:00 AM to 5:00 PM).

2. Scope:

This policy applies to all facilities, buildings, or uses in which the Fire Marshal's Office has authority.

3. Regulation:

The fire marshal is authorized to require the owner or responsible party to provide fire watch when the fire marshal determines it is essential for public safety, when building demolition is hazardous in nature, when a fire protection system is out of service, where there has been an excessive number of fire alarm activations, or when conditions (in the opinion of the fire marshal) lead to a situation that puts the buildings occupants at risk.

4. Fire Watch Requirements:

Fire Marshal's Office specifics:

- A. The duration and times per day for a fire watch shall be assigned by the Office of the Fire Marshal.
- B. Conduct periodic patrols of the entire facility. Patrol the facility every 15 minutes if the facility has people sleeping, is an institutional facility, or is an occupied assembly facility. Facilities not meeting the previous conditions shall be patrolled every 30 minutes.
- C. The Office of the Fire Marshal may designate additional safety duties for fire watch personnel.
- D. Fire watch designee shall be approved by fire department personnel.

Duties:

- A. Fire watch personnel shall have access to one approved means of communication; know the exact address of the property, and how to report a fire or other emergency condition by calling 9-1-1.
- B. Fire watch personnel shall be familiar with the buildings and property and have an accepted written plan for patrolling the property.
- C. Fire watch personnel shall be trained in the use of fire extinguishers shall have access to all facility fire extinguishers and know their location.
- D. Fire watch personnel shall have knowledge of and be trained in the facility's evacuation plan in the event of a fire. They shall be able to communicate with non-English speaking residents well enough to give an evacuation order.
- E. Fire watch personnel shall NOT be permitted, while on duty, to perform any other duties.
- F. Fire watch personnel shall NOT be impaired and shall remain awake and alert at all times.
- G. Fire watch personnel shall keep a log of fire watch related activities. The log shall include; name and address of the facility, time of each patrol, name of the fire watch person, notes for other related activities performed. The log shall be faxed to (605-394-5235) or delivered daily to the Office of the Fire Marshal.

References: 2003 International Fire Code Sections 403.1 and 901.7

Effective date: 07/30/2010

If you should have any further questions regarding these requirements, contact our office at 1930 Promise Rd, (605) 394-5233, Monday through Friday, 7:30 a.m. till 4:00 p.m. Mountain Standard Time.



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