



John Meehan
Commissioner

Town of Brookhaven

Department of Public Safety

Division of Fire Prevention



Christopher J. Mehrman
Chief Fire Marshal

Fire Prevention Advisory

Requirements for Fire Watch - Fire Protection / Detection System Impairments

A "Fire watch" is utilized during a limited period of time when fire protection and / or fire detection system(s) are impaired within a building or portion of a building. When a fire watch is approved by the Chief Fire Marshal, a building may remain occupied with normal use or use with some restrictions, while fire detection / fire protection impairment repairs are rendered. The alternative to a "Fire Watch" during system impairments is the evacuation of a building until repairs have been made.

Notification of impairment shall be made to the Division of Fire Prevention immediately.

Fire Watch Personnel Qualifications:

- Minimum of 18 yrs. of age.
- Knowledge of the proper selection and use of portable fire extinguishers.
- Capable of making emergency notification to occupants and the local fire department.
- Capable of recognizing hazards that could result in a fire.
- Capable of performing the duties and requirements listed herein.

Fire Watch Duties & Requirements:

1. No other duties or responsibilities shall be assigned to the designated fire watch personnel.
2. The number of personnel at one time assigned to fire watch duties shall be determined by the Division of Fire Prevention.
3. Perform patrols of the entire building / affected areas, at intervals of
 - 15 minutes, when the building is occupied and
 - 30 minutes when the building is unoccupied and secured.
 - Continuous when the building is used for sleeping purposes.
4. Maintain a log of all patrols, (*the approved log blanks are available at www.brookhavenny.gov/fire, Forms, Online forms for Fire Prevention, Fire Watch Log Blank*) and shall be available for review at any time by the Division of Fire Prevention.
5. Reliable communications shall be available by the fire watch personnel for notification to the local fire department or 911.
6. Identify hazards that could cause a fire, and correct or cause the immediate correction of the hazard.

7. Ensure all means of egress (exits) are unobstructed.
8. Fire extinguishers of proper type and sizes shall be provided to all fire watch personnel.
9. Shall have access / keys to all portions of the building or affected area.
10. In the event that smoke and or fire is discovered;
 - Cause the immediate evacuation of the building.
 - Make emergency notification to the local fire department or 911 (appropriate number to be determined prior to start of the fire watch).
 - For fires discovered in the incipient stage (small), extinguishment utilizing portable fire extinguisher(s).
 - Stand by at the front of building to await fire department arrival and direct them to the fire area.
11. Fire watch shall be maintained until confirmation by the Division of Fire Prevention that all impairments have been corrected.

Fire Watch Advisory / Notification:

1. The local fire department shall be notified that an approved fire watch is in effect including the type of impairment and the expected duration.
2. All employees working within the building shall be advised of the impairment.
3. All entrances of affected buildings shall have temporary signage indicating a “Fire Watch” is in effect and listing the name and telephone number of the Impairment Coordinator. *The approved Fire Watch signage is available at www.brookhavenny.gov, Forms, Online forms for Fire Prevention, Fire Watch Posting).*

Any violation of any section of the Fire Code constitutes an offense pursuant to Section 16 of the Fire Prevention local law and may be punishable by a fine up to \$10,000 per day, imprisonment not to exceed (6) months, or both.

If you should have any questions, comments or concerns, please contact the Division of Fire Prevention at (631) 451-6262 or visit our webpage at www.brookhavenny.gov/fire