Mecklenburg County Fire Watch Requirements

Fire Watch Defined: (NCSBC: Fire Code; Section 202)

“A temporary measure intended to ensure continuous and systematic surveillance of a building or portion thereof by one or more qualified individuals for the purposes of identifying and controlling fire hazards, detecting early signs of unwanted fire, raising an alarm of fire and notifying the fire department”.

General Requirements for a Fire Watch:

1. Building personnel must notify the County Fire Marshal’s Office during normal business hours (Monday - Friday 8am - 5pm) at 980-314-3070 or contact your district Fire Marshal directly. If unable to speak to a person, do not leave a voicemail, follow item 3.
2. The local fire department must also be notified by calling their non-emergency phone number. If unable to speak to a person, do not leave a voicemail, follow item 3.
3. In the event you are unable to reach anyone at the Fire Marshal’s Office or local fire department, contact the County Fire Communications Center at (704) 943-6200 and ask them to relay the information to the on-call Fire Marshal.
4. Building personnel will enter the date, time and names of persons spoken with on the Fire Watch Checklist and Patrol Log provided by the Fire Marshal.
5. Each effected floor or area must be patrolled once per hour during the fire watch period and patrols documented on the fire watch checklist. In the event the entire system is taken off line, all floors and areas of the building must be patrolled hourly.
6. When the system is restored, complete the fire watch checklist, ensuring all system functions are restored and follow the notification procedure in steps 1-3 to notify the Fire Marshal’s Office and local fire department that systems have been restored.
7. The Fire Watch Checklist and Patrol Log must be maintained and available for inspection on the premises for which the fire watch is authorized.
**Requirements for Personnel Assigned to Fire Watch Duty:**

1. Personnel assigned to fire watch must be provided with not less than one means of notifying the fire department.
2. Personnel assigned to fire watch cannot be assigned ANY other duties, except for those specifically outlined in these requirements.
3. Fire watch personnel shall keep diligent watch for fires, obstructions to means of egress and other hazards by constantly patrolling and observing their assigned area(s).
4. Fire watch personnel shall take prompt measures for remediation of hazards and extinguishment of fires that occur.
5. Fire watch personnel shall take prompt measures to assist in the evacuation of the public from the structure(s).
6. Fire watch personnel shall have fire extinguishing equipment readily available and be trained in the use of portable fire extinguishers and any other fire extinguishing equipment.

**Code References:** (NCSBC Fire Code) Construction/demolition Section 3304.5, Fire Protection Systems Section 901.7, Hot Work Section 3504.2