



**EL SEGUNDO FIRE DEPARTMENT**  
**Fire Prevention Division**

**Regulation F-3-b**  
**Standards for Fire Protection System Fire Watch**  
(Replaces Regulation 1001.5.3.1, issued 11/27/02)

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**I. INTRODUCTION**

- A. **Purpose:** The purpose of this regulation is to establish a consistent regulatory guide for fire watch activities performed when a fire protection system is problematic or out of service.
- B. **Scope:** This regulation applies to buildings whose fire protection systems are determined problematic, due to excessive number of accidental activations, or where the fire protection system is not able to perform as designed and approved. This regulation provides specific requirements when a fire watch is required, including minimum training for fire watch personnel and minimum number of personnel required to perform fire watch activities. The California Fire Code, Section 901.7, authorizes the Fire Chief to require a building owner or occupant to provide fire watch personnel when a fire protection system is problematic or inoperative.
- C. **Authority:** El Segundo Municipal Code Sections 13-10-1 and 13-10-2, California Fire Code, Chapter 1, Division II, Sections 102.9 and 104.1

**II. RESPONSIBILITY**

- A. Individuals, Companies and Corporations that have fire protection systems shall be responsible for compliance with this regulation.
- B. The Fire Prevention Division of the El Segundo Fire Department shall authorize fire watch activities and verify compliance with this regulation.

**II. POLICY**

When a fire protection system is found to be problematic or out of service by the Fire Department, the party responsible for the fire protection system must initiate fire watch activities in accordance with the Regulation.

**III. PROCEDURES**

- A. It is the responsibility of building owners or operators to notify the Fire Department when a fire protection system has excessive accidental activations, or the system is out of service. When required by the Department, the responsible owner or operator shall initiate a fire watch in accordance with California Fire Code Section 901.7 and this Regulation.
- B. It is the responsibility of the Fire Prevention Division to identify when a fire protection system is problematic and/or out of service, and to initiate actions to have the responsible building owner or occupant to have an approved fire watch until the fire protection system is repaired. The Division shall also witness testing to verify the fire protection system is functioning normally.
- C. All fire watch personnel must be trained in the following:
1. Use of fire extinguishers.
  2. How to evacuate a building.
    - a. This includes:
      - (1) Using the site-specific equipment to notify building occupants to evacuate.
      - (2) Knowledge of the building's evacuation plan, evacuation routes and assembly areas.
      - (3) Ability to verbally communicate with building occupants.
  3. How to report an emergency.
    - a. This includes:
      - (1). Knowledge of site-specific procedures to communicate with a Proprietary Control Station or 9-1-1 to initiate an emergency call.
      - (2). Location of the building's fire alarm control panel.
- D. There shall be a minimum of one fire watch person per every 100,000 square foot of building floor area (single floor), or in multi-story buildings, one fire watch person every two floors.
1. When two or more fire watch personnel are required, two-way radios shall be used
- E. The fire watch shall be continuous until the fire protection system is repaired and tested for function in the presence of Fire Department personnel.
- F. Other methods of providing fire watch may be provided if approved by the Fire Chief.
1. Request for use of alternative methods must be in writing.
  2. Alternative methods cannot be used until approved by the Department.

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Approved By: James Carver, Fire Marshal