



**PALM BEACH COUNTY FIRE RESCUE**  
**Fire Watch Requirements**  
405 Pike Road, West Palm Beach, FL 33411  
[FIRE-Marshall@pbcgov.org](mailto:FIRE-Marshall@pbcgov.org)



The information provided within this document defines what a Fire Watch is, the required action, and the responsibilities for these actions.

A fire watch is the action of an on-site person designated by the property owner or their agent meeting the approval of the Fire Marshal, whose responsibilities include continually monitoring the property for fire, preventing fire from occurring, notifying property occupants and the fire department if a fire occurs, and using a fire extinguisher to extinguish a small fire.

Per the Florida Fire Prevention Code, the Authority Having Jurisdiction "AHJ" or Fire Marshal, shall have the authority to require an approved Fire Watch when potentially hazardous conditions or a reduction in a life safety feature exists due to any of the following:

- a. A required fire protection system that fails, is altered or not being used as intended
- b. An impairment to a fire protection feature
- c. An excessive number of accidental activations/nuisance alarms
  - A nuisance alarm is defined as "any alarm caused by mechanical failure, malfunction, improper installation, or lack of proper maintenance, or any alarm activated by a cause that cannot be determined.
- d. A required fire protection system is in a trouble or a supervisory mode for more than four hours.
- e. The activation of a required fire protection system that needs to be restored
- f. The unauthorized, non-permitted removal of a required fire protection system

The designated fire watch person(s) shall be subject to the Fire Marshal's orders at all times and shall be identifiable and remain on duty as required by the Fire Marshal. The designated fire watch person(s) shall have no other responsibilities other than Fire Watch. The assignment of a person or persons to an area for the express purpose of notifying the fire department, the building occupants, or both of an emergency; preventing a fire from occurring, extinguishing small fires, or protecting the public from fire or life safety dangers.

The express purpose of the designated fire watch person is to:

- a. Conduct required periodic patrols of the entire property (every 15 minutes for residential and assembly occupancies and 30 minutes all other occupancies). Fire Watch is to be conducted 24-hours per day until such time as the Fire Marshal approves termination.
- b. Maintain a "Fire Watch Log" (Attachment 2) of ALL Fire Watch related activities which shall be emailed daily to [FIRE-Marshall@pbcgov.org](mailto:FIRE-Marshall@pbcgov.org)
- c. Identify any fire, life safety or property hazards and report them by contacting 9-1-1, reporting the type of emergency and exact location.

For more information on Fire Safety click here

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- d. For all occupied properties, Fire Watch personnel shall notify all occupants to evacuate. If the sirens or public address systems are operational, use them to assist with evacuation.
- e. Determine at least one means of direct communication with fire rescue. A landline or cellular phone is acceptable.
- f. Must be capable and knowledgeable in the use of on-site fire extinguishing equipment to include fire extinguishers and other site-specific fire protection systems.

The property owner is responsible for the following:

- a. All costs associated with conducting the Fire Watch.
- b. Hiring/assigning Fire Marshal approved fire watch personnel.
- c. Ensuring all Fire Watch logs are maintained and forwarded to the Fire Marshal's office
- d. Contracting with a certified contractor to repair or replace any equipment or system that caused the fire watch
- e. Ensuring required plans are submitted and permits applied for and approved prior to replacement of non-repairable /damaged systems
- f. Provide the Fire Marshal with receipts/proof of repairs and request to fire watch termination.

Fire Watch Termination. Upon completion of all repairs, the owner or their representative must contact the Fire Marshal's office to request termination of the Fire Watch. Upon inspection of the property and receipt of all required documentation, the Fire Marshal shall make the final determination on Fire Watch termination or continuance.

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