

# Fire Watch Worksheet

1. A fire watch must be in place anytime a fire protection system is impaired.
2. Fire watch procedure requires a complete walk through of the building (if completely impaired) or just the affected area (if isolated area is impaired).
3. The fire watch tours shall be conducted every hour, 24 hours per day or for the duration of the impaired system.
4. The fire watch tours must be documented and available for review.
5. Personnel must solely be dedicated to the fire watch and no other facility-related activities shall be assigned or performed other than fire watch.
6. **IF FIRE OR SMOKE IS NOTED CALL 911 AND REPORT THE LOCATION.**

Unit/Area \_\_\_\_\_ Date \_\_\_\_\_

Time of tour	Person completing	Finding
0100 (1 AM)		
0200 (2 AM)		
0300 (3 AM)		
0400 (4 AM)		
0500 (5 AM)		
0600 (6 AM)		
0700 (7 AM)		
0800 (8 AM )		
0900 (9 AM)		
1000 (10 AM)		
1100 (11 AM)		
1200 (12 AM)		
1300 (1 PM)		
1400 (2 PM)		
1500 (3 PM)		
1600 (4 PM)		
1700 (5 PM)		
1800 (6 PM)		
1900 (7 PM )		
2000 (8 PM)		
2100 (9 PM)		
2200 (10 PM)		
2300 (11 PM)		
2400 (12 PM)		

**Return completed fire watch form(s) along with your impairment worksheet to EHS  
impairment coordinator when impairment is complete**