



Oregon Fire Code Figure N104.1A
FIRE WATCH NOTICE

Location Address: _____ Business Name: _____

BY ORDER OF THE FIRE MARSHAL

_____ is hereby notified that you are responsible to conduct a fire watch
Responsible Person

throughout the building or property. Failure to follow this order will make you liable to prosecution. If fire or injuries results from a failure to comply with this order, you may be liable for damages to persons or property under provisions of ORS 479.190 and the Oregon Fire Code as adopted.

Inspected by: _____ Date: _____

REQUIREMENTS

Definition. A fire watch is 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.

Dedicated person or personnel. At least one dedicated person is required to conduct patrols. Additional personnel shall be added as necessary to meet the interval requirements of N103.3. All personnel shall meet the following criteria and be:

- a. At least 18 years of age.
- b. Competent to identify fire hazards.
- c. Capable of effectively communicating the need for a fire department response.
- d. Physically capable to perform patrols and self-preservation.
- e. Familiar with the structure and the emergency plan for the structure.

Patrol Intervals. The structure or portions thereof shall be checked for fire hazards every 15 minutes or as required by the fire code official.

Notification. At least one method of communication to initiate a fire department response is required. Fire watch personnel shall have a cellular or other means of communication acceptable to the fire code official. In the event of fire, fire watch personnel shall alert occupants and take appropriate action.

Activity Log Sheet. An activity log sheet is required to document the activities of the fire watch. The log shall list the name of the person who conducted the fire watch, time of each activity, and description of the activity performed.

Termination. A fire watch shall continue until the initiating circumstances have been abate and the fire code official has been notified.

- Call (_____) _____ to leave a message that the problem has been abated.
- Call (_____) _____ to arrange a re-inspection.

Comments:

Fire & Rescue Department

Mail 240 S First Avenue, Hillsboro, Oregon 97123 Phone 503.681.6166 Fax 503.681.6208

Web Hillsboro-Oregon.gov/Fire



