



**Monterey Park Fire Department
Fire Watch Requirements**

SAFETY BULLETIN

**BY ORDER OF THE FIRE DEPARTMENT
THIS NOTICE SHALL BE POSTED
UNTIL RESCINDED**

Where applicable, the following requirements shall be met.

One of the most important goals of the Monterey Park Fire Department is to prevent accidental fires and burn injuries from occurring within the community. When occupancies served by Automatic Fire Sprinkler Systems are not in full compliance of the California Fire Code (CFC), the Fire Department may allow occupancy of a non-compliant building for a limited amount of time. Until the occupancy meets acceptable compliance standards, adequate safeguards shall be taken.

Where occupancies are working toward full compliance with meeting specific provisions of the CFC, the following minimum requirements shall be met for the entire duration when the building is occupied or otherwise required by the Fire Department:

- ✓ Absolutely no candles or other flaming devices may be lighted or displayed in the occupancy.
- ✓ "No Smoking" signs shall be posted so that they may be seen from all points of any assembly rooms or areas designated by the Fire Department.
- ✓ An approved fire safety plan shall be established in case of an emergency.
- ✓ There must be a designated responsible adult acting as a fire safety officer located in an accessible location within the assembly area at all times that the building is occupied.
- ✓ The fire safety officer shall be knowledgeable about principles of fire extinguishment and effective operation of the occupancy's required fire protection systems and devices (i.e., portable fire extinguishers).
- ✓ The fire safety officer SHALL NOT perform other duties while the building is occupied.
- ✓ The fire safety officer shall have direct access to a telephone and shall call or direct another designee to immediately make a phone call to 911 in the event of a fire or injury.

The Monterey Park Fire Department may revoke the occupant's right to occupy an unsafe structure if the above requirements are not met, and reserves the right to rescind occupancy of any structure for just cause.

**If you have any questions, please contact the
Monterey Park Fire Department's Fire Prevention Division at (626) 307-1308.**

Reference: California Fire Code Section 901.7



**Monterey Park Fire Department
Fire Prevention Division**

**Order to Restore Fire and Life Safety System
and Establish an Approved Firewatch**

Address: _____ **Date:** _____

Business: _____ **Time:** _____

Issued To: _____ **Issued By:** _____

I. Failure to Meet Minimum Standards

The Monterey Park Fire Department has determined that the fire and life safety system does not meet the minimum standards established for system operation and reliability.

II. Order to Comply

In accordance with California Fire Code, Section 901.7, you are ordered to:

1. Immediately establish an approved 24-hour a day continuous firewatch at the subject building.
2. Immediately cause the fire and life safety system to be restored to a fully operational condition by means of repair or replacement.

III. Duration of Fire Watch

The firewatch shall remain on the premises until a qualified contractor presents written certification to the Monterey Park Fire Department that the fire and life safety system meets all applicable standards and is fully operational. **The firewatch ORDER cannot be rescinded verbally.**

IV. Service of Order

The firewatch shall be provided immediately upon service of this ORDER. Your immediate attention to this matter is required to avoid further legal action.

V. Penalty for Failure to Comply with Order

These requirements are made pursuant to authority granted through the California Fire Code, Sections 901.7 and 109.3. Failure to comply with this ORDER is a violation of the Monterey Park Municipal Code and is punishable by issuance of Civil Citation up to \$500 and/or six (6) months in the city or county jail for each offense. Each day is a separate offense.

For high-rise buildings, the requirements are made pursuant of authority granted in the California Health and Safety Code, Section 13215, with each day being a separate offense. Each offense is punishable by a fine of \$10,000 and/or six (6) months in the county jail.

VI. Approved Firewatch Standard

To assist you in complying with this ORDER, the following standard is established. No deviation from the standard is permitted without prior written approval from the Fire Prevention Division.

1. The firewatch shall provide a reliable means of detecting and reporting a fire, assist in the safe evacuation of building occupants, and shall operate on a continuous basis 24-hours per day, seven (7) days per week until this ORDER is terminated in writing by the Fire Prevention Division.
2. The firewatch shall consist of licensed security officers who are employees of a state licensed security firm. The number of required officers will be determined by the Fire Department based on the complexity of the building. Officers shall be equipped with a reliable means of notifying the Fire Department. Building maintenance or service employees are **NOT** eligible to serve as firewatch officers.
3. Fire Watch personnel shall constantly patrol the building to provide an alternate means of detection and sounding a fire alarm. If a second officer is required, the second officer shall remain in the fire control room or at the fire alarm control panel, shall cause the fire alarm system to sound, and report the fire by a telephone using the 911 telephone system.
4. The firewatch shall have immediate access to an approved portable fire extinguisher with a minimum rating of 2A:10 BC.
5. An official Monterey Park Fire Department Firewatch Daily Log Sheet shall be used to document the firewatch. All log sheets shall be returned to the Monterey Park Fire Department at the completion of the firewatch.

6. Additional Requirements: _____



Monterey Park Fire Department
Fire Prevention Division
Phone (626) 307-1308 Fax (626) 307-2590

Firewatch Daily Log Sheet

Business: _____ **Date:** ____ / ____ / ____

Address: _____ **Firewatch Contact Phone #:** _____

RESPONSIBILITIES: The responsibilities of Firewatch personnel include performing constant patrols of the premises to keep watch for fires; maintaining a means of communication with the 911 Dispatch Center; reporting all fires to the 911 Dispatch Center; remaining accessible via telephone; be easily identified; and log **hourly** actions during Firewatch.

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All log sheets shall promptly be returned to the Monterey Park Fire Department's Fire Prevention Division following completion of the Firewatch.

Firewatch Contact Signature: _____