



**CITY AND COUNTY OF DENVER**  
**DEPARTMENT OF SAFETY**  
**FIRE • POLICE • SHERIFF**  
**9-1-1 • COMMUNITY CORRECTIONS**  
**CRIME PREVENTION & CONTROL • SAFE CITY**

Office of Fire Prevention  
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**FIRE WATCH GUIDELINES**

*2/10/15*

Fire watch is a temporary measure designed to ensure continuous and systematic surveillance of large crowds of people in a tent, air-supported structure, or building/area, or portion thereof, by one or more qualified individuals for the following purposes: to identify and control fire hazards, to detect early signs of fire, to raise an alarm of fire when unwanted fires are detected, to call 911 and inform Fire Dispatch of the need for emergency response, to take prompt measures for extinguishing fires, and/or to assist in the evacuation of occupants from a building/area when necessary.

Fire watch is used to allow continued occupancy of a site that is temporarily without full fire protection. City and County of Denver Ordinance requires that a building's fire protection, fire alarm, and fire detection systems remain fully functional at all times. When any required system(s) is out of service or rendered nonfunctional in part or in full for a period greater than 10 hours in one 24-hour period, a fire watch permit must be obtained from the Fire Prevention Division of the Denver Fire Department and a fire watch instituted. The ensuing fire watch must remain in effect continuously until the system(s) is restored to a fully functional condition.

When a situation (as described above) requires the initiation of a fire watch, the officer in charge of the incident or that officer's representative will notify the duty officer. An "Order to Comply" to the responsible party will be issued. This will officially inform the responsible party of the action being taken along with informing them that a fire watch permit must be obtained from the Fire Prevention Division as soon as possible during normal working hours. The permit shall have the following basic conditions: additional specific conditions will be determined based on the type of occupancy and an actual on-site survey, which the Fire Prevention Division will conduct prior to issuing the permit:

- ♦ An adequate number of qualified personnel shall be on site continuously to conduct fire watch throughout the entire structure or building/area at 30-minute intervals, or as determined by the Fire Prevention Division.
- ♦ A log and subsequent record of all actions taken during the fire watch must be maintained and/or submitted to the Fire Prevention Division of the Denver Fire Department.
- ♦ The number of fire watch personnel required and their qualifications shall be determined by the Fire Prevention Division based on life safety factors that include, but are not

limited to: occupancy classification, occupancy use, construction type, functionality of fire and life safety systems present, hours of occupancy, and occupancy management staffing.

- ♦ If it is determined by the Fire Prevention Division that fire watch personnel must consist of Fire Prevention Division members due to significant life safety concerns, the property owner or manager shall be responsible for payment of the services of that Fire Prevention member(s) at rates established by the City and County of Denver.
- ♦ Fire watch personnel must have access to a cellular telephone or portable radio for undelayed wireless access to the fire dispatcher (911).
- ♦ Fire watch personnel must have access to portable fire extinguishers at locations required by the Denver Fire Department with a minimum rating of 2-A 10-B: C and be trained in their use.
- ♦ Fire watch personnel must abide by and follow all instructions and conditions as set forth in the fire watch permit.

This policy is not intended to replace or contradict any portions of fire watch as it pertains to “hotworks” operations requiring welding, grinding, cutting, or other uses of torches. Hotworks fire watch conditions are defined on each hotworks permit.

:ms (Fire watch 4-19-05)

