OREGON STATE HOSPITAL

POLICY ATTACHMENT

PROCEDURES B:	Firewatch Qualifications and Duties	**POLICY:8.028**
POINT PERSON:	Director of Safety	
APPROVED:	Interim Superintendent	**DATE: JULY 31, 2024**
SELECT ONE:	(●) New policy attachment	( ) Minor/technical revision of existing policy attachment
	( ) Reaffirmation of existing policy attachment	( ) Major revision of existing policy attachment

I. QUALIFICATIONS

A. A person assigned to fire watch patrol must fully meet the following specifications and complete the following responsibilities.

1. The fire watch patrol-dedicated person must:

   a. Be at least 18 years of age;

   b. Have successfully completed the OSH Fire Safety training (which means the person is considered to be competent to identify fire hazards);

   c. Be capable of effectively communicating the need for a fire department response to the impairment coordinator;

   d. Be physically capable to perform patrols and self-preservation;

   e. Be familiar with the structure or area of patrol and the corresponding Emergency Operations Plan, including the Fire Response Plan;

   f. Have completed the training provided by the Director of Safety or designee.

2. A fire watch patrol-dedicated person who is responsible to conduct fire watches must:

   i. Be provided with at least one approved means for notification of the local fire department, and

   ii. Perform constant patrols of the affected area to watch for signs of fire.

II. DUTIES

A. When the fire alarm system or the fire sprinkler system is impaired or inoperable, the person assigned fire watch patrol duties must complete a walk-through of all

affected areas no less than once every 15 minutes, or as otherwise directed by the fire marshal.

1. The fire watch patrol-dedicated person may not be assigned any other duties while patrolling for fires.
2. The fire watch patrol-dedicated person must document fire watch rounds on the approved fire watch log.
3. A new fire watch documentation cover sheet must be completed at every fire watch shift change.

B. Fire watch is not required in the following situations:

1. for planned testing, inspection, or maintenance if the system is out of service for less than ten hours in a 24-hour period;
2. for a construction area if the area of impairment is not occupied by patients and/or staff and if the area is separated from the occupied portion of the facility by a two-hour fire wall; or
3. for a construction area if the area of impairment is separated from the occupied portion of the facility by a one-hour-rated wall and fire sprinklers remain active during the project.

C. All documentation regarding fire watch and other ILSM must be maintained by the Safety Department. Documentation must be kept at least five years and be made available to authorities upon request.