



**STATE OF IOWA  
DEPARTMENT OF PUBLIC SAFETY**

**STATE FIRE MARSHAL DIVISION**

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**MEMORANDUM**

**TO:** Whom it May Concern

**FROM:** Iowa State Fire Marshal Division

**DATE:** October 28, 2016

**SUBJ:** Fire Watch Plan Guidance

The purpose of this memorandum identifies fire watch plan requirements for fire alarm and sprinkler systems in accordance with the 2012 Life Safety Code & the Centers for Medicaid and Medicare Services (CMS).

**Fire Watch Plan – Fire Alarm**

**NFPA Standard: 2012 NFPA 101, 9.6.1.6** Where a required fire alarm is out of service for more than 4 hours in a 24-hour period, the authority having jurisdiction shall be notified, and the building shall be evacuated, or an approved fire watch shall be provided for all parties left unprotected by the shutdown until the fire alarm system has been returned to service.

- a. Pre-planned or emergency
- b. Shall be dedicated
- c. Shall be trained in fire prevention
- d. Shall have means to notify the fire department
- e. Occupants notified
- f. Local fire department, Department of Inspections and Appeals, and Fire Marshal
- g. No propping open of the fire doors
- h. Fire watch must be logged appropriately
- i. Documentation maintained for one year
- j. Must be continuous **and** the person conducting the fire watch must be in each room once every 30 minutes

**Fire Watch Plan – Sprinkler Systems**

**NFPA Standard: 2012 NFPA 101, 9.7.6** Sprinkler impairment procedures shall comply with NFPA 25.

**NFPA Standard: 2011 NFPA 25, 4.1.9.1** Where an impairment to a water-based fire protection occurs, the procedures outlined in Chapter 15 of this standard shall be followed, including the attachment of a tag to the impaired system.

**NFPA Standard: 2011 NFPA 25, 4.1.9.2** Where a water based fire protection system is returned to service following an impairment, the system shall be verified to be working properly by means of an appropriate inspection or test.

1. Assignment of an impairment coordinator
2. The system shall be tagged to indicate the system has been removed from service at each FD connection, system control valve, and any other locations deemed by the AHJ

### **1. Preplanned Impairments**

- a. Before authorization by impairment coordinator
- b. Extent and duration determined and involved areas inspected for increased risks determined
- c. Recommendations submitted to property owner or representative
- d. More than 10 hours in a 24 hour period impairment coordinator shall arrange for one of the following:
  - i. Evacuate
  - ii. Implement an approved fire watch (Fire watch must be continuous **and** the person conducting the fire watch must be in each room once every 30 minutes.)
  - iii. Establish a temporary water supply
  - iv. Establish/implement an approved program to eliminate potential ignition sources and limit the amount of fuel available
- e. More than 10 hours in a 24 hour period impairment coordinator shall arrange for one of the following:
  - i. Notify fire department, insurance carrier, alarm company, property owner, AHJ's (Department of Inspection and Appeals, Fire Marshal), supervisors of affected area/occupants
  - ii. Tag impairment
  - iii. All tools and materials have been assembled on the impairment site

### **2. Emergency Impairments**

- a. Emergency action shall be taken to minimize injury and damage
- b. Implement all of the actions required under 15.5

### **3. Return to Service**

- a. Impairment coordinator shall verify the following:
  - i. Necessary inspection and testing have been conducted to verify system is operational
  - ii. Occupants/supervisors of affected area informed the system is restored
  - iii. Fire department , property owner/designee, insurance carrier, alarm company, Department of Inspection and Appeals, Fire Marshal, and any other AHJ have been notified the system is restored
  - iv. Impairment tag is removed