

## LOUISIANA STATE UNIVERSITY HEALTH SCIENCES CENTER

### CRITERIA FOR FIRE WATCHES

**Purpose:** To provide criteria for implementing fire watch

**Policy:** The following table defines staffing levels for the LSUHSC – Shreveport campus if a fire watch must be implemented. A fire watch shall be established if a partial or total shut down or any component of the fire alarm system or sprinkler system occurs for more than 4 hours in a 24 hour period. This includes both maintenance and failure of the system.

#### Levels of Fire Watch

<b>Time</b>	<b># of Zones</b>	<b>Additional duty</b>
1. four to eight hours	one	specifically assigned person
2. more than eight hours	one or more	specifically assigned person

Specifically assigned person goes beyond normal staffing and has the sole responsibility of performing fire watch duties.

If the outage should be wide spread, such as building sprinkler system or total fire alarm system failure a specifically assigned person shall be assigned to inspect every area down at least every ½ hour, or as directed by authority having jurisdiction, and document the inspection. The Safety Officer or Director of Physical Plant or their designee shall contact the State Fire Marshal's Office to notify them of the problem. If problem occurs after hours or on weekends, the State Fire Marshal's Office shall be notified at the beginning of the next work day. At this time the State Fire Marshal's Office may impose a more stringent fire watch than the one in place.