



**CITY OF CAMDEN**  
**FIRE DEPARTMENT**  
**FIRE MARSHAL'S OFFICE**  
4 North 3rd Street Camden, New Jersey 08102  
PHONE (856)757-7510 FAX (856) 757-7243



**Braulio Villegas**  
Chief Fire Marshal

**Fire Watch:**

A temporary measure intended to ensure continuous and systematic surveillance of a building or portion thereof by one or more qualified individuals for the purpose of identifying and controlling fire hazards, detecting early signs of unwanted fires, raising and notifying the fire department.

**When is a Fire Watch required? [N.J.A.C. 5:70-3, 901.7]**

When a required fire alarm and/or fire protection system is out of service for more than 4 hours in a 24-hour period, the Camden City Fire Department and Fire Official shall immediately be notified, and the building shall be evacuated or an approved fire watch shall be provided for all parties and/or areas left unprotected by the shutdown until the fire alarm/fire protection systems have been returned to service.

Notifications to the Fire Official shall be made by contacting the Camden County Communications at (856) 757-7500 or through the local Fire Department (856) 757-7520.

**An Approved Fire Watch shall consist of, but not limited to:**

- Some special action beyond normal staffing, such as assigning an additional security guard(s) to walk the areas affected.
- Fire Watch personnel shall be provided with a least one approved means for notification of the Fire Dept.
- Fire Watch personnel's only duty shall be to perform constant patrols of the unprotected premises and keep watch for fires.
- Administrator or assigned Fire Watch personnel shall document entire duration of the Fire date, time and problems encountered.
- Fire Watch patrols shall be conducted at approved time intervals and are subject to change upon the discretion of the Fire Official upon observable life safety issues impacting occupants.

**Qualified Fire Watch personnel shall:**

- Be required to attend performance based training and education program that will allow them to meet their assigned Fire Watch duties and functions.
- Be trained in site-specific program that will ensure that they are knowledgeable about the property and basic building components.
- Have basic knowledge of all buildings, occupancies, and hazards.
- Be familiar with the building's emergency evacuation plan and procedures.
- Have basic knowledge of building's fire alarm and fire protection systems.



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- Be trained in the use of portable fire extinguishing equipment.
- Be able to identify hazardous materials and their location.
- Be familiar with ongoing construction, demolition, alterations, and repair operations.

**FIRE WATCH LOG**  
**THIS LOG SHALL BE SUBMITTED TO THE**  
**OFFICE OF THE FIRE MARSHAL BY FAX OR**  
**E-MAIL**  
**(856) 757-7243 (FAX)**

**OR**

**[BRVILLEG@CI.CAMDEN.NJ.US](mailto:BRVILLEG@CI.CAMDEN.NJ.US)**

**FAILURE TO COMPLY WITH ESTABLISHED**  
**FIRE WATCH REQUIRMENTS SHALL RESULT**  
**IN A PENALTY SET FORTH BY THE UNIFORM**  
**FIRE SAFE ACT**