



GA Fire Watch – Reporting Quick Reference

Georgia Office of Commissioner of Insurance and Safety Fire

Fire watch requirements are mandated by the state-adopted International Fire Code (IFC) section 901.7 and NFPA standards, NFPA 25 & 72. Fire watch personnel must be trained, dedicated solely to monitoring for fire hazards, conduct hourly patrols, and have the means to call 911.

Fire Watch Types

- **Type A:** is due to maintenance, construction, or system failures
- **Type B:** is due to rekindling from a structure fire

Quick Steps for Reporting Fire Watch in a Fire Incident Report

- 1. Select Incident Type:**
 - a. Type A:** *Public Service* → *Others* → *Standby*
 - b. Type B:** Utilize the original Structure Fire Incident Report
- 2. Enter Core Details:** Times, Location, Apparatus, Personnel
- 3. Actions Taken:** Select yes to show Incident/Building is under Fire Watch.
 - a. Complete Fire Watch Form :** The form is intended for departmental use to ensure accurate recordkeeping for all Fire Watch activities both Type A & B.
- 4. Add Narrative,** Log Actions & Tactics performed in main report if any
- 5. Report Status:** Change Status
 - a. During Active Fire Watch:** “Active Fire Watch”
 - b. Cancel Fire Watch:** “Change Status to the next step your department has agreed upon until the report is completed and marked “Ready for NERIS”



Fire Watch Report Details

1. Purpose
 - a. Purpose of Fire Watch
 - b. Fire Watch Code Information
2. Fire Watch Information
 - a. Occupancy Type
 - b. New or Existing Fire Watch
 - c. Start Date/Time of Fire Watch
 - d. Fire Watch Reason
 - e. Fire Watch Comments
3. Contact Information
 - a. Location Contact First and Last Name
 - b. Location Contact: Email Address
 - c. Location Contact: Phone Number
4. Fire Watch Representative
 - a. First and Last Name
 - b. Email Address
 - c. Phone Number
 - d. Type B Fire Watch: Crew/Personnel remaining on scene
 - e. Monitoring Company (If applicable) Name
 - f. Monitoring Company (If applicable) Phone
5. Report
 - a. Type B Fire Watch: Did the fire rekindle?
 - b. Type A Fire Watch: Were there any issues during the Active Fire Watch?
6. End of Watch
 - a. End of Watch Date/Time
 - b. How to upload a Firewatch Log if available.