



**ROSEBURG FIRE DEPARTMENT
FIRE PREVENTION DIVISION**

fireprevention@cityofroseburg.org

700 SE Douglas Avenue
Roseburg, OR 97470
Phone (541) 492-6770

Fire Watch

Date: _____ Time: _____

Notice given by (Name / Station / Shift): _____

Business Name: _____

Address: _____

Daytime phone: _____

The Fire Protection System for your occupancy is not functioning properly and needs to be repaired. Until such time that repairs have been completed, you are required to post a twenty-four (24) hour Fire Watch in the building(s) protected by this system. A competent adult will make regular tours of the facility in order to provide early notification of a fire or other emergency condition. This person shall have access to the 9-1-1 system at all times. (OFC Section 901.7)

Exception:

For a malfunctioning flow switch in a sprinkler riser, the assigned Fire Watch may remain at the riser and notify 9-1-1 if the water motor gong activates more than one (1) minute.

An Out-of-Service (O/S) tag must be placed at the location in which the system is not in service. The O/S tag indicates which system, or portion thereof, has been removed from service.

When the system has been repaired, call the Roseburg Fire Department, at **(541) 492-6770**.

I certify that I represent the building owner and will perform the Fire Watch duties as outlined above.

Print name: _____

Signature: _____

Indicate regulars tours completed at least once each hour:

Time												
Initial												