



# Lake Travis Fire Rescue

Travis County Emergency Services District No. 6

Fire Watch Required by Licensed Security Officer?			
	Alarm Inoperative?	Sprinkler Inoperative?	Monitoring Inoperative?
APARTMENTS	YES	YES	NO - 1
EDUCATIONAL	YES - 7	YES - 7	NO - 1
HOTEL/MOTEL	YES	YES	YES - 2
HOSPITAL & NURSING HOMES	YES	YES	NO - 3
OFFICE BUILDING	NO - 8	YES - 2 & 4	NO
WAREHOUSE	NO - 8	YES - 2 & 4	NO
HI-RISE RESIDENTIAL	YES	YES - 6	YES - 5
HI-RISE OFFICE	YES - 7	YES - 6	YES - 5

1. Management must notify all occupants that monitoring is down and inform them they should call 911 in event of fire. Management shall email LTFR with any correspondence sent to

2. An employee, knowledgeable about the situation may be used. Must remain on site at all

3. All employees must be notified and advised to dial 911 in case of fire.

4. Required after normal business hours when monitoring is also inoperative.

5. One person to remain at Fire Alarm Control Panel at all times to dial 911 in case of alarm. May be an employee.

6. Hi-Rise - Must be able to walk each floor every 30 minutes. Recommended - 1 person per 5 floors maximum.

7. Not required when building is not occupied.

8. All occupants must be notified.

**The following requirements must be met anytime that LTFR requires a fire watch at a location.**

1. The fire watch will require \_\_\_\_ individuals to perform the watch. (# Determined by LTFR inspector).

2. The only duty of the above required individuals is to perform fire watch. No other duties, including security work, may be performed.

3. The fire watch personnel must have some form of communication to alert 911 in case of emergency. If more than one person is conducting the fire watch, they must be able to communicate with each other (cell phone, portable radio).

4. The company required to have the fire watch is required to email a notification letter to LTFR Prevention Division office at [inspection@ltfr.org](mailto:inspection@ltfr.org), to the attention requiring the fire watch confirming that a company has been hired to perform the fire watch.

5. The company hired to perform the fire watch is also required to email a letter to LTFR Prevention Division office at [inspection@ltfr.org](mailto:inspection@ltfr.org) informing us that they have been hired for the purpose of fire watch at the time with the dates and times that the fire watch will be conducted.

6. Fire watch personnel are required to keep a journal with an hourly log, and present it to any LTFR inspector when requested.

7. The watch is to be maintained until the conditions that resulted in the fire watch have been corrected and an LTFR fire inspector releases the fire watch.

8. The Prevention Office can be reached by calling 512-266-2533 or emailing

9. Fire watch shall be provided by a licensed security company unless it is unfeasible for management to hire such a company because the need arose on a weekend or after hours. In such a case management may provide "in-house" fire watch personnel, but such personnel should be replaced as soon as possible with licensed security personnel.