Fire Watch Agreement

In situations where it is necessary to disable parts of Emergency Notification Systems (Fire Alarm Systems) or to take them offline, North Carolina Fire Codes require a fire watch. Fire watch will end when the Emergency Notification System is restored to normal operation.

Person Requesting Service ______________________________________

Person Responsible for Fire Watch ________________________________

Contact Information

Office Phone ___ - ___ - ___ Mobile (Cell) phone ___ - ___ - ___

Email ____________________________________

Request for Service:

Date __________

Reason for request _______________________________________________

What devices are to be disabled (Smoke detectors, Heat detectors etc.)?__________________________

How long will system be inoperable? ____________________________________________

Approved by:

Environmental Health/Safety Office ___________________________ Date________

Facilities Management ___________________________ Date________

FM Evening Shift Supervisor ___________________________ Date________

Smoke Evacuation System:

Offline/Disabled                     Date _______ Time _______ am pm

Facilities Management Representative Signature ___________________________

Online/Enabled                     Date _______ Time _______ am pm

Facilities Management Representative Signature ___________________________