

NFPA
601

**GUARD
SERVICE
IN FIRE LOSS
PREVENTION
1981**



NATIONAL FIRE PROTECTION ASSN.
1190 LEXINGTON AVENUE
NEW YORK, N.Y. 10017
(212) 512-2000

Copyright © 1981

All Rights Reserved

1.5M-7-81-FP
Printed in U.S.A.

NATIONAL FIRE PROTECTION ASSOCIATION, INC.
Batterymarch Park, Quincy, MA 02269

NOTICE

All questions or other communications relating to this document should be sent only to NFPA Headquarters, addressed to the attention of the Committee responsible for the document.

For information on obtaining Formal Interpretations of the document, proposing Tentative Interim Amendments, proposing amendments for Committee consideration, and appeals on matters relating to the content of the document, write to the Vice President and Chief Engineer, National Fire Protection Association, Batterymarch Park, Quincy, MA 02269.

A statement, written or oral, that is not processed in accordance with Section 16 of the Regulations Governing Committee Projects shall not be considered the official position of NFPA or any of its Committees and shall not be considered to be, nor be relied upon as, a Formal Interpretation.

Licensing Provision — This document is copyrighted by the National Fire Protection Association (NFPA).

1. Adoption by Reference — Public authorities and others are urged to reference this document in laws, ordinances, regulations, administrative orders or similar instruments. Any deletions, additions and changes desired by the adopting authority must be noted separately. Those using this method are requested to notify the NFPA (Attention: Vice President and Chief Engineer) in writing of such use. The term "adoption by reference" means the citing of title and publishing information only.

2. Adoption by Transcription — **A.** Public authorities with lawmaking or rulemaking powers only, upon written notice to the NFPA (Attention: Vice President and Chief Engineer), will be granted a royalty-free license to print and republish this document in whole or in part, with changes and additions, if any, noted separately, in laws, ordinances, regulations, administrative orders or similar instruments having the force of law, provided that: (1) due notice of NFPA's copyright is contained in each law and in each copy thereof; and, (2) that such printing and republication is limited to numbers sufficient to satisfy the jurisdiction's lawmaking or rulemaking process. **B.** Once this NFPA Code or Standard has been adopted into law, all printings of this document by public authorities with lawmaking or rulemaking powers or any other persons desiring to reproduce this document or its contents as adopted by the jurisdiction in whole or in part, in any form, upon written request to NFPA (Attention: Vice President and Chief Engineer), will be granted a nonexclusive license to print, republish, and vend this document in whole or in part, with changes and additions, if any, noted separately provided that due notice of NFPA's copyright is contained in each copy. Such license shall be granted only upon agreement to pay NFPA a royalty. This royalty is required to provide funds for the research and development necessary to continue the work of NFPA and its volunteers in continually updating and revising NFPA standards. Under certain circumstances, public authorities with lawmaking or rulemaking powers may apply for and may receive a special royalty when the public interest will be served thereby.

All other rights, including the right to vend, are retained by NFPA.

(For further explanation, see the Policy Concerning the Adoption, Printing and Publication of NFPA Documents which is available upon request from the NFPA.)

Statement on NFPA Procedures

This material has been developed under the published procedures of the National Fire Protection Association, which are designed to assure the appointment of technically competent Committees having balanced representation. While these procedures assure the highest degree of care, neither the National Fire Protection Association, its members, nor those participating in its activities accepts any liability resulting from compliance or noncompliance with the provisions given herein, for any restrictions imposed on materials or processes, or for the completeness of the text.

NFPA has no power or authority to police or enforce compliance with the contents of this document and any certification of products stating compliance with requirements of this document is made at the peril of the certifier.

© 1981 NFPA, All Rights Reserved

Standard for Guard Service

in Fire Loss Prevention

NFPA 601-1981

1981 Edition of NFPA 601

This edition of NFPA 601, Standard for Guard Service in Fire Loss Prevention, was prepared by the Technical Committee on Loss Prevention Procedures and Practices and acted on by the National Fire Protection Association, Inc. on May 29, 1981, at its Annual Meeting in Dallas, Texas. It was issued by the Standards Council with an effective date of July 29, 1981.

This complete revision has been editorially updated to conform to the NFPA *Manual of Style*, and has been updated and reorganized for clarity and simplicity. Much explanatory material has been relocated from the text to an appendix.

A major change is the issuance of this document as a standard, rather than as a recommended practice. This edition uses the word "shall" to indicate requirements.

Origin and Development of NFPA 601

The text dates from 1925 when the NFPA Committee on Field Practice presented a set of advisory rules called *The Watchman*, which was adopted and published by the NFPA, and reprinted in 1930, 1936 and 1949. Jurisdiction for the publication was transferred in 1948 to the Committee on Fire Brigades and Watchmen, which presented revisions under the title, *The Watchman, Recommended Manual of Instruction and Duties for the Plant Watchman or Guard*, which was adopted in 1951, with further amendments adopted in 1956. In 1968, the document was revised under the title *Recommendations for Guard Service in Fire Loss Prevention*. It was at this time that NFPA 601A, *Standard for Guard Operations in Fire Loss Prevention*, was published as a separate standard. Both were reconfirmed by NFPA in 1975.

In 1969, the Committee was reorganized as the Technical Committee on Loss Prevention Procedures and Practices.

Technical Committee on Loss Prevention Procedures and Practices

Walter Orey, Chairman
St. Regis Paper Co.

Dean K. Wilson, Vice Chairman
Industrial Risk Insurers

Bernard J. Clifford, Secretary
General Electric Co.

August G. Brummer, New Jersey State Safety Council

Eugene J. Koret, Ciba-Giegy Co.

John R. Hitt, Pinkerton's, Inc.

Larry W. Marler, General Motors Corp.

Thomas E. Keeley, Ridgewood Fire Department, NJ

John McQuade, New Jersey State Fire Marshals Office

John W. Kennedy Jr., J. W. Kennedy and Son, Inc.

Rep. National Assn. of Fire Equipment Distributors

K. Sauls, Amstar Corp.

F. L. Kieninger, PPG Industries Inc.

Mark Wright, Coors Industries

Alternate

Eldon A. Steen, Industrial Risk Insurers
(Alternate to D. K. Wilson)

This list represents the membership at the time the Committee was balloted on the text of this edition. Since that time, changes in the membership may have occurred.

NOTE: Membership on a Committee shall not in and of itself constitute an endorsement of the Association or of any document developed by the Committee on which the member serves.

Contents

Chapter 1 Introduction	601- 5
1-1 Scope	601- 5
1-2 Purpose	601- 5
1-3 Guard Service Categories	601- 5
1-4 Definitions	601- 5
Chapter 2 Guard Service Direction	601- 7
2-1 Management Responsibility	601- 7
2-2 Procedures and Instructions	601- 7
2-3 Succession to Supervisory Responsibility	601- 7
2-4 Contract Guard Service	601- 7
2-5 Maintenance of Equipment	601- 7
Chapter 3 Communication Equipment	601- 8
3-1 Communications Requirement	601- 8
3-2 Protective Signaling Systems	601- 8
3-3 Patrolpersons' Clocks and Time Recording Systems ..	601- 8
3-4 Compulsory Tour Systems	601- 8
3-5 Delinquency Indication	601- 8
3-6 Guard Control Center	601- 9
3-7 Manning the Guard Control Center	601- 9
3-8 Directory	601- 9
Chapter 4 Guard Service Functions	601-10
4-1 General	601-10
4-2 Number of Guards	601-10
4-3 Guard Patrol Service	601-10
4-4 Guard Service to Facilitate and Control Movement of People	601-11
4-5 Protection Function of Guard Service	601-12
Chapter 5 Selection of Guards	601-13
5-1 Character Investigation	601-13
5-2 Criminal Convictions	601-13
5-3 Contract Service	601-13
5-4 Annual Examination	601-13
5-5 Physical Examinations	601-13
Chapter 6 Training of Guards	601-14
6-1 General Training Program	601-14
6-2 Knowledge of the Property Protected	601-14
6-3 Notification Procedures	601-14
6-4 Knowledge of Fire Protection Equipment	601-14
6-5 Familiarization with Fire Hazards	601-15
Appendix A	601-16
Appendix B	601-20

Standard for Guard Service

in Fire Loss Prevention

NFPA 601-1981

NOTICE: An asterisk (*) following the number or letter designating a paragraph indicates explanatory material on that paragraph in Appendix A.

Chapter 1 Introduction

1-1 Scope. This standard deals with the selection and training of guards who will perform fire loss prevention duties.

1-2 Purpose. Protection of persons and property against hazards of fire is a management responsibility. The requirements of this standard are to aid management in the selection and training of individuals to perform guard services as may be required to protect a property against fire loss.

1-3 Guard Service Categories. Guard services generally fall into three categories:

(a) To protect the property at times when the management is not present.

(b) To facilitate and control the movement of persons and vehicles within the property.

(c) To carry out procedures for the orderly conduct of various operations at the property.

1-4 Definitions.

Approved. Means "acceptable to the authority having jurisdiction."

NOTE: The National Fire Protection Association does not approve, inspect or certify any installations, procedures, equipment, or materials nor does it approve or evaluate testing laboratories. In determining the acceptability of installations or procedures, equipment or materials, the authority having jurisdiction may base acceptance on compliance with NFPA or other appropriate standards. In the absence of such standards, said authority may require evidence of proper installation, procedure or use. The authority having jurisdiction may also refer to the listings or labeling practices of an organization concerned with product evaluations which is in a position to determine compliance with appropriate standards for the current production of listed items.

Authority Having Jurisdiction. The “authority having jurisdiction” is the organization, office or individual responsible for “approving” equipment, an installation or a procedure.

NOTE: The phrase “authority having jurisdiction” is used in NFPA documents in a broad manner since jurisdictions and “approval” agencies vary as do their responsibilities. Where public safety is primary, the “authority having jurisdiction” may be a federal, state, local or other regional department or individual such as a fire chief, fire marshal, chief of a fire prevention bureau, labor department, health department, building official, electrical inspector, or others having statutory authority. For insurance purposes, an insurance inspection department, rating bureau, or other insurance company representative may be the “authority having jurisdiction.” In many circumstances the property owner or his designated agent assumes the role of the “authority having jurisdiction”; at government installations, the commanding officer or departmental official may be the “authority having jurisdiction.”

Labeled. Equipment or materials to which has been attached a label, symbol or other identifying mark of an organization acceptable to the “authority having jurisdiction” and concerned with product evaluation, that maintains periodic inspection of production of labeled equipment or materials and by whose labeling the manufacturer indicates compliance with appropriate standards or performance in a specified manner.

Shall. Indicates a mandatory requirement.

Chapter 2 Guard Service Direction

2-1* Management Responsibility. The property manager shall supervise the guard service, or designate a responsible person, such as the fire loss prevention manager, to handle it. The fire loss prevention manager shall be consulted in setting up guard service procedures affecting fire loss prevention.

2-2* Procedures and Instructions. Procedures and instructions to guards shall be specific with respect to actions required.

2-3 Succession to Supervisory Responsibility. Management shall establish a clear line of succession in event of absences. Even when there are only two guards employed, one shall be designated leader.

2-4* Contract Guard Service. Supervision of guards from outside firms shall be through the designated representatives of the company providing the guard service. In its contract or supplementary documents, that company shall be given full details regarding the services expected. The qualifications of the contracting company selected to perform guard services shall be carefully checked to be sure it is capable of performing the guard service required.

2-5 Maintenance of Equipment. Management shall establish procedures for the maintenance of equipment provided for supervision of guards. Even where equipment used in supervision of guard service is obtained under contract, management shall assure itself that the necessary maintenance procedures for each type of equipment are being satisfactorily performed and recorded.

Chapter 3 Communication Equipment

3-1* Communications Requirement. Guards shall be provided with systems for communication within and outside of the property.

3-2* Protective Signaling Systems. Protective signaling systems, when provided, shall be designed and operated so as to minimize interruptions of communications service, and so that they can be promptly restored to service if physically damaged. They shall be installed in accordance with NFPA 71, 72A, or 72D.

3-3 Patrolpersons' Clocks and Time Recording Systems.

3-3.1 Where patrolpersons' clocks or time recording systems are used to assure that patrols have actually been made as planned, the property management shall establish a series of stations for the patrolpersons to visit on their route. For patrolpersons' clocks, each station shall provide a key which produces a record of time and station when inserted in the clock. For time recording systems, each station shall have a device which, when operated, makes a record of the time and station on a recorder at the control center.

3-3.2 Patrolpersons shall not be permitted to change the time record charts. The changing and review of these charts shall be done by the property manager or the manager's responsible designee, such as the fire loss prevention manager. Management shall promptly review the time records of patrolpersons, and date and file them for review by representatives of any authority having jurisdiction. Management shall thoroughly investigate and record irregularities.

3-4* Compulsory Tour Systems. For compulsory tour systems, stations for the patrolperson to visit shall be provided, together with the station equipment and special patrolpersons' keys required for such systems.

3-5 Delinquency Indication. For delinquency indication service, equipment in patrolpersons' stations shall be designed to notify the guard control center when the patrolperson does not reach it within a prescribed time period. Where such service is used, the control center shall be manned and runners or guards shall be dispatched to investigate the patrolperson's delinquency.

3-6* Guard Control Center. A control center shall provide a point with which guards may communicate. The center shall have communication systems to points outside of the property.

3-7 Manning the Guard Control Center. Where the equipment for guard communications, including those on patrol, requires that signals from guards be monitored, the control center shall be provided with an operator. Additional operators and around-the-clock operator service shall be provided at the control center according to the character of guard service provided. Runners or guards who can be dispatched to investigate signals shall also be provided as necessary.

3-8 Directory. A continuously updated directory of names, telephone numbers and other information to assist in making emergency calls shall be kept at the control center. This directory shall give information about key management personnel, public fire departments and other outside agencies which may be needed in an emergency.

Chapter 4 Guard Service Functions

4-1 General. Guards shall be employees of management or employees of outside firms established to provide these services on a contract basis. When permitted by the authority having jurisdiction, the duties of these individuals may be supplemented, or in some cases supplanted in part, by an approved protective signaling system.

4-2 Number of Guards. A sufficient number of guards shall be provided to accomplish the needed services. If guards are assigned to part-time duties in addition to their regular services, these duties shall not interfere with those services.

4-3 Guard Patrol Service.

4-3.1 Routes to Be Patrolled.

4-3.1.1 Each route to be covered by a patrolperson shall be laid out by the manager responsible.

4-3.1.2 The patrolperson assigned to each route shall be provided with instructions and all details of the route and what is expected in covering it.

4-3.1.3 The route shall be laid out so that the patrolperson is required to pass through the entire area to be covered. It shall be laid out to prevent shortcuts.

4-3.1.4* There shall be a reasonable rest period between rounds.

4-3.1.5 A patrolperson shall perform duties related to fire patrol.

4-3.2 Rounds.

4-3.2.1 A patrolperson shall make rounds at intervals determined by the authority having jurisdiction for the particular situation. When operations in the property are normally suspended, patrolpersons shall make rounds hourly unless the authority having jurisdiction is willing to accept rounds at less frequent intervals. When there are special conditions, such as the presence of exceptional hazards or when fire protection equipment is impaired, management shall institute additional rounds by patrolpersons as may be required.

4-3.2.2* **First Round of a Patrol.** The first round of a patrol shall begin as soon as possible, but no later than $\frac{1}{2}$ hour after the end of activities of the preceding work shift. During this round, the

patrolpersons shall make a thorough inspection of all buildings or spaces on their routes, taking such action as the following:

(a) As may be required, outside doors and gates shall be closed and locked, and windows, skylights, fire doors and fire shutters shall be closed.

(b) All oily waste, rags, paint residue, rubbish, and like items shall be removed from buildings or, if not possible, placed in labeled containers.

(c) All fire apparatus shall be in place and not obstructed.

(d) Aisles shall be clear.

(e) Motors or machines not required to run continuously shall be shut off and reported.

(f) All offices, conference rooms, and smoking areas shall be checked for carelessly discarded smoking materials.

(g) All gas and electric heaters, coal and oil stoves and other heating devices on the premises shall be checked.

(h) All hazardous manufacturing processes shall be left in a safe condition. The temperature of driers, annealing furnaces, and similar equipment, which continue to operate during the night, and on holidays and weekends, shall be noted on all rounds.

(i) Hazardous materials, such as gasoline, rubber cement and other flammable and highly volatile combustibles, shall be kept in labeled containers or removed from buildings.

(j) All sprinkler valves shall be open and sealed, with gages indicating proper pressures. If not open, the fact shall be reported and recorded immediately.

(k) All rooms shall be checked during cold weather to determine if they are heated properly.

(l) All water faucets and air valves found leaking shall be attended to. The condition shall be reported and recorded.

(m) Particular attention shall be given to new construction or alterations which may be under way.

4-4 Guard Service to Facilitate and Control Movement of People. Guard service shall be established to:

(a) Prevent entry of unauthorized persons.

(b) Control the activities of people authorized to be on the property, but who may not be aware of procedures established for the prevention of fire.

(c) Control pedestrian and vehicular traffic during exit drills and evacuation of the property or parts of it during emergencies.

(d) Control gates and vehicular traffic to facilitate access to the property by the public fire department, members of any private fire brigades and off-duty management personnel in case of fire and emergencies.

4-5 Protection Function of Guard Service. Guard service shall be established to carry out certain procedures for the orderly conduct of the operations at the property, including procedures for fire loss prevention both by personnel associated with the property and outside contractors, such as:

(a) Checking permits for hot work, including cutting and welding, and standing by, where required, to operate fire extinguishing equipment at the location of such work.

(b) Detecting conditions likely to cause a fire, such as leaks or spills of flammable liquids, and faulty equipment.

(c) Detecting conditions likely to reduce the effectiveness with which a fire may be controlled, such as sprinkler valves not open, water supplies impaired, or portable fire extinguishers not in place.

(d) Performing operations to assure that fire equipment will function effectively. These may include testing automatic sprinkler and other fixed fire protection systems; testing fire pumps and other equipment related to these systems and assisting in maintenance of this equipment; checking portable fire extinguishers and fire hose and assisting pressure tests and maintenance service on these items; testing fire alarm equipment; checking equipment provided on any motorized fire apparatus and making the periodic tests and maintenance operations required for it.

(e) Promptly discovering a fire and calling the public fire department (also the fire brigade of the property, based upon operating schedule).

(f) Operating equipment provided for fire control and extinguishment after giving the alarm and before the response of other persons to the alarm.

(g) Monitoring receipt of signals due to the operation of protective signaling systems provided, including trouble signals.

(h) Making patrols over routes chosen to assure surveillance of all the property at appropriate intervals. (*See 4-3.1.*)

Chapter 5 Selection of Guards

5-1 Character Investigation. Management shall require individuals considered for guard service to satisfactorily pass a character investigation. This investigation shall attempt to evaluate the individual's reliability, self-control and potential loyalty to the employer.

5-2 Criminal Convictions. Applicants for a position as a guard shall be required to give particulars of any criminal convictions and, once hired, to be fingerprinted.

5-3 Contract Service. Contracts for guard service shall include a provision that the company furnishing guard service will replace any of its employees who, in the judgment of the company purchasing the service, are not qualified.

5-4 Annual Examination. Annually, guards shall be required to pass a written examination dealing with information about the property protected and procedures for fire loss prevention with which they are expected to be familiar.

5-5 Physical Examinations. Management shall require that individuals considered for guard service pass an examination to determine whether they are physically able to perform the guard duties to which they will be assigned. Guards shall also be required to pass an annual physical examination.

Chapter 6 Training of Guards

6-1 General Training Program.

6-1.1* Management shall establish a continuing training program for its guards.

6-1.2 Preliminary Training. Management shall require guards to complete AT LEAST elementary courses of instruction in their duties and responsibilities.

6-1.3* Advanced Training. During service, guards shall be given not less than the equivalent of two full working days per year of training to further their knowledge and experience in any area likely to increase their usefulness in guard service work. Guards shall be required, as part of their training, to participate in meetings of operating personnel devoted to pre-fire/emergency planning.

6-2 Knowledge of the Property Protected. The management shall allot sufficient time for guards to familiarize themselves with the property protected. They shall become thoroughly acquainted with the property, including all buildings and occupancies, doors and fire exits, stairways, elevator shafts, yard areas, entrances and roadways; also the electrical equipment, how to use switches appropriately so as to control the power and lighting systems when necessary, and how to shut off electric power in an emergency.

6-3 Notification Procedures.

6-3.1 How to Call Management Personnel. The management shall provide instruction on which personnel to call in an emergency, and require guards to be familiar with the location of working telephones for this purpose.

6-3.2 How to Call the Fire Department. The management shall require guards to know the location of all local or public fire alarm boxes, and of supplementary working telephone facilities. Guards discovering a fire shall immediately call the public fire department (and private fire brigade, based upon operating schedule).

6-4* Knowledge of Fire Protection Equipment. Management shall require guards to know the location of, and how to operate, portable fire extinguishers, hand hose, standpipes and hydrants, valves controlling sprinkler systems, sectional valves in the property's water system and how to start fire pumps.

6-5 Familiarization with Fire Hazards. Management shall require guards to know the locations of dangerous machinery or materials and identify for them hazardous manufacturing processes, especially those continuing during the night, on holidays or weekends.

Appendix A

This Appendix is not a part of the requirements of this NFPA document, but is included for information purposes only.

A-2-1 Management of any property has responsibility for fire loss prevention and for making plans in some detail for specific actions which are to be taken when fire breaks out.

Where there is a public fire department, and that department has not already initiated a pre-fire plan for the property, the management should initiate it, calling in the proper officers of the department and developing plans for a variety of situations in the property. The objective should be to anticipate, as far as possible, the emergencies and types of hazards which are likely to confront guards and other personnel.

The term "fire loss prevention manager" is used to describe the functions of a person in management. It is not necessarily intended to be a model title for all plant persons to whom are assigned the described responsibilities.

A-2-2 General instructions or superficial training are of little value. Meaningful specific instructions cannot be prepared without the investment of some time and thought by the management of the property.

A-2-4 The following are some of the important items to check concerning the company being considered:

(a) Does the company make a pre-employment investigation of all of its employees?

(b) Does the company have a training program for its guards?

(c) Does the company have an adequate supervisory system?

(d) Does the company have a reporting system to keep management informed?

(e) Does the company have sufficient insurance to cover any incident that may occur as a result of the negligence of its employees? (Ask to be made an additional insured under the policy of the company selected, and get a copy of the insurance certificate to protect your company.)

(f) What qualifications are necessary for employment by the guard service company?

(g) Does the contracting guard service company have good references? (Check references wherever possible. Visit installations being protected by the guard service.)

A-3-1 Communications systems may use telephone, telegraph, radio and other components. For guard service communications, ordinary extension telephones and portable radios could be used if sufficient personnel is provided for a high degree of reliability of operation and maintenance of equipment.

A-3-2 Protective signaling systems embody features of design and arrangement to obtain the needed reliability with minimum costs for operation and maintenance. What distinguishes these from their ordinary telephone or radio counterparts is the fact that each is designed as a "system" in which reliability as well as communication service requirements is recognized.

Management should provide competent and experienced personnel to have control of the system, to do the necessary maintenance, and to assure the proper operation of the system by causing tests and inspections to be made and recorded. Where the management does not itself provide these systems and their maintenance, they should provide them by contract.

Service of "central station" protective signaling systems may be as comprehensive as that for which the property management wishes to contract. The general experience with all protective signaling systems is that their dependability is directly proportional to the amount and effective character of maintenance, testing and supervision, and that these functions are best performed when the property management contracts for service with an outside agency known to be qualified in the handling of central station service.

Local protective signaling systems should be designed to give signals for supervision of guard service at the property protected.

Persons may be provided in control stations with "local" protective signaling systems, but such systems are generally designed for situations where operators or runners are not provided.

"Proprietary" protective signaling systems are those operated and maintained by the property management itself and provide a comprehensive service, including operators on duty and runners available.

With proprietary protective signaling systems, the property management should provide a control center at the property protected and the necessary qualified operators and runners.

A-3-4 Compulsory tour systems reduce signal traffic. In one variation, each station is wired to the central time recorder. Each station has a clockworks which will transmit a signal unless the patrolperson reaches the station within a predetermined period. Another variation has only certain stations connected to the central time recorder which saves some wiring. In this variation, the patrolperson visits the intermediate stations in a required order. At each intermediate station, a special key carried is given a changed setting. If the stations of the compulsory tour are visited in the correct order, the key will be set to operate a wired station.

A-3-6 Such a center is needed even when there is very limited guard service. For example, in a plant with only one or two guards, this center might be simply a room with a telephone to outside. Even with central station service, a control center in the property could often be useful.

A-4-3.1.4 Constant walking for more than 45 minutes each hour is likely to result in excessive fatigue and lower the efficiency of the patrolperson. Longer patrol routes may be necessary at large properties. Patrol routes of up to an hour are reasonable when alternated with one hour of less fatiguing duty.

A-4-3.2.2 The first round of a patrol is very important. Its purpose is to find conditions that might cause a fire or other loss and correct them. The matters listed for attention on the first round of a patrol contain examples of conditions to be covered in the instructions, but are not necessarily complete for all plants.

A-6-1.1 Its scope should be established by the manager or by a fire loss prevention manager, acting for the manager.

Advantage may be taken of courses for guards and fire fighters made available through training programs of vocational agencies, schools, universities and other agencies.

Advantage should be taken of meetings to which guards may be sent for exposure to information useful to them in their work. Examples are meetings, within reasonable travel distance, of groups devoted to fire protection, safety and security. Others are sessions of fire department training schools, municipal or regional.

Management should provide, for its own use, publications dealing with fire loss prevention management, so that decisions regarding guard service can be made with good background information. A selection of publications should also be obtained for distribution to persons serving as guards for their information.