

Automatic Sprinkler Systems

Inspection, Testing, and Maintenance

of Wet Pipe Sprinkler Systems

Property Name: _____

Property Address: _____

Technician: _____

Technician Address: _____

Technician Phone Number: _____

This Report Covers: Monthly Quarterly Annual
 Three-Year Five-Year

Inspections

Monthly

Gauges

Pass Fail N/A Gauges—normal water pressure maintained

Control Valves

Pass Fail N/A In the correct (open or closed) position

Pass Fail N/A Sealed, locked, or supervised

Pass Fail N/A Accessible

Pass Fail N/A Free from damage or leaks

Pass Fail N/A Proper signage

Alarm Valves

Pass Fail N/A Free of damage

Pass Fail N/A Accessible

Pass Fail N/A Retard chamber/alarm drains not leaking

Quarterly

Pass Fail N/A Alarm devices—free of damage

Pass Fail N/A Hydraulic data nameplate—securely attached to riser/legible

Fire Department Connections

Pass Fail N/A Visible and accessible

Pass Fail N/A Coupling/swivels operate correctly

Pass Fail N/A Plugs/caps are in place

Pass Fail N/A Gaskets are not damaged.

Pass Fail N/A Identification signs are in place

Pass Fail N/A Ball drip valve is functional

Pressure Reducing Valve

- Pass Fail N/A In the open position/not leaking
- Pass Fail N/A Maintaining downstream pressure
- Pass Fail N/A In good condition

Annual

Sprinklers (visible)

- Pass Fail N/A No damage or leaks
- Pass Fail N/A Free of corrosion, foreign material, or paint
- Pass Fail N/A Installed in proper orientation
- Pass Fail N/A Fluid in glass bulbs
- Pass Fail N/A Spare sprinklers—proper number and type. Complete with wrench?
- Pass Fail N/A Hangers and seismic bracing—not damaged or loose

Pipes and Fittings (visible)

- Pass Fail N/A In good condition/No external corrosion
- Pass Fail N/A No leaks or mechanical damage
- Pass Fail N/A Correct alignment—No external loads
- Pass Fail N/A Hose racks—inspected per NFPA 1962
- Pass Fail N/A Building—wet piping not exposed to freezing temperatures

Five-Year

- Pass Fail N/A Alarm valve interior including strainers, filters, and restriction orifice
- Pass Fail N/A Check valve—internal moves freely, in good condition
- Pass Fail N/A Obstruction inspection—No foreign or obstructing material found
Date of last inspection _____

Test

Quarterly

- Pass Fail N/A Alarm devices—water motor gong
- Pass Fail N/A Main drain test—if the sole supply is through a backflow preventer
Static psi _____ Residual psi _____
- No Yes N/A Do results differ by more than 10% from previous test?

Semi-annual

- Pass Fail N/A Supervisory switch functions
- Pass Fail N/A Alarm devices—inspectors test or bypass opened/obstructed waterflow

Annual

- Pass Fail N/A Main drain test
Static _____ Residual _____
- No Yes N/A Do results differ by more than 10% from previous test?
- Pass Fail N/A All control valves operated through full range of motion and returned to normal position.

Pass Fail N/A Specific gravity or anti-freeze system (if present)

Pass Fail N/A Backflow preventer—test

Pass Fail N/A Backflow preventer—flow test

Three-Year

Pass Fail N/A Hose has been tested in accordance with NFPA 1962

Five-Year

Pass Fail N/A Gauges tested or replaced. Date last tested or replaced

Pass Fail N/A Pressure reducing valve—flow test and comparable to previous results

Routine Maintenance

Pass Fail N/A Sprinklers tested or replaced per appropriate testing schedule

Comments

By my signature below I am certifying that the system has been inspected as per NFPA 25 standards.

Technicians Signature: _____

Date: _____.

License/Certification # _____.