

AUTOMATIC SPRINKLER SYSTEMS

General Information

Date: _____ Inspector: _____ System: _____

Location: _____

General

System designation: _____

Building: _____

Location of sprinkler valve: _____

Type of Sprinkler system ☐ Wet ☐ Dry ☐ Deluge ☐ Preaction

Make and model of sprinkler valve _____

Is building fully sprinklered? ☐ Yes ☐ No

Is entire sprinkler system in service? ☐ Yes ☐ No

Has sprinkler system been modified since last inspection? ☐ Yes ☐ No

Valves

How are valves supervised? ☐ Sealed ☐ Locked ☐ Tamper switch

Are valves identified with signs? ☐ Yes ☐ No

Water Supply

When was last water supply test made? _____

Are reservoirs, tanks, or pressure tanks in good condition? ☐ Yes ☐ No

Pumps

Is fire pump ☐ Diesel ☐ Electric ☐ Gasoline ☐ None

When was pump last inspected? _____

Is pump in good condition? ☐ Yes ☐ No

Fire Department Connections

Location _____

Are identification signs provided? ☐ Yes ☐ No

Wet Systems

Is building adequately heated? ☐ Yes ☐ No

Is system hydraulically calculated? ☐ Yes ☐ No

If yes, is hydraulic information sign provided at valve? ☐ Yes ☐ No

Dry Systems

Is dry pipe valve in heated room? ☐ Yes ☐ No

Does heated room have low temperature alarm? ☐ Yes ☐ No

Comments: _____

AUTOMATIC SPRINKLER SYSTEMS

Quarterly Inspection and Tests

Year: _____ System: _____

Location: _____

Y=Satisfactory

N=Unsatisfactory (explain below)

N/A=Not Applicable

Date				
Inspector (name or badge number)				
Main Drain Test (where water supply is through backflow preventer or pressure reducing valve)				
Record the static water supply pressure in psi (bar) as indicated on the lower pressure gauge. Open the main drain and allow water flow to stabilize.				
Record the residual water supply pressure while water is flowing from the man drain as indicated on the lower pressure gauge in psi (bar). Close the main drain (slowly).				
Fire Department Connections				
Verify connection is visible and accessible, not damaged, caps or plugs are in place, identification sign is in place, and automatic drain is working properly				
Wet Pipe System Flow Alarm				
Test water flow alarms by opening the inspector's test valve. (Notify alarm company to avoid false alarms)				
Water Flow Alarm				
Test mechanical water flow devices (e.g., water motor gongs)				
Dry Pipe Priming Level				
Check dry priming water level by opening the test valve and checking for a small amount of water to discharge. If no water flows out of that test line, add priming water.				
Dry Pipe System Low Air Pressure Alarm				
Close the water supply valve and open inspector's test valve to reduce air pressure. (Do not reduce air pressure sufficiently to trip the dry pipe valve.) Confirm operation of low pressure alarm, record air pressure at which low pressure alarm activated, close inspector test, allow air pressure to rise to normal, then open water supply valve.				
Dry Pipe System Flow Alarm				
Open the alarm bypass valve. (Notify alarm company to avoid false alarms)				
Quick-Opening Device				
Test in accordance with manufacturer's instructions.				
Preaction System Flow Alarm				
Open the alarm bypass valve. (Notify alarm company to avoid false alarms)				
Deluge System Flow Alarm				
Open the alarm bypass valve. (Notify alarm company to avoid false alarms)				
Control valves				
Close valves and reopen until spring or tension is felt-back valve one quarter turn				
Hydraulic Nameplate				
If system was hydraulically calculated, assure nameplate is legible and securely attached to riser				
Comments				
Record any notes about the system that the inspector believes to be significant. Place a number in this block and number the corresponding note on the reverse of this form				

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AUTOMATIC SPRINKLER SYSTEMS

Annual Inspection and Tests

Year: _____ System: _____

Location: _____

Y=Satisfactory

N=Unsatisfactory (explain below)

N/A=Not Applicable

Date	
Inspector (name or badge number)	
General Condition	
Inspect sprinklers, sprinkler piping, hangers, and seismic braces to make sure they are in good condition	
Verify supply of spare sprinklers	
Freezing	
Before freezing weather, inspect building to ensure exterior wall openings will not expose sprinkler piping to freezing temperatures	
Test Antifreeze	
Wet pipe systems with antifreeze solution should have the solution checked for proper freeze level, Record freezing point	
Maintain Valves	
Valves should be maintained, including exercising each valve and lubricating each valve stem	
Clean Strainers	
Shut the water supply valve and remove the strainer for thorough cleaning	
Main Drain Test	
Record the static water supply pressure in psi (bar) as indicated on the lower pressure gauge. Open the main drain and allow water flow to stabilize	
Record the static water supply pressure while water is flowing from the main drain as indicated on the lower pressure gauge in psi (bar). Close the main drain (slowly)	
Dry Pipe System	
Trip test the dry pipe valve. Record the time from opening the inspector's test valve until the dry pipe valve trips	
Internally inspect dry pipe valve	
Test air pressure maintenance device	
Inspect/test low temperature alarm in valve room (if provided)	
Preaction Sprinkler System	
Trip test the Preaction system (refer to manufacturer's instructions)	
Internally inspect Preaction valve	
Test automatic air pressure maintenance device (if provided) at time of trip test	
Inspect/test low temperature alarm in valve room (if provided)	
Deluge Sprinkler System	
Trip test the deluge system. (refer to manufacturer's instructions)	
Record time from activation of detector until water is discharged	
Check to see that water discharge pattern is adequate	
Record water pressure at hydraulically most remote sprinkler	
Record water pressure at deluge valve	
Internally inspect deluge valve	

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