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Automatic Sprinkler Systems Inspection, Testing, and Maintenance of Wet Pipe Sprinkler Systems

Property Name: _____ Inspector: _____

Property Address: _____ Contract No.: _____

Phone Number: _____ Date: _____

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

Inspections

Monthly

Yes No N/A Gauges—normal water pressure maintained

Control Valves

Yes No N/A In the correct (open or closed) position

Yes No N/A Sealed, locked, or supervised

Yes No N/A Accessible

Yes No N/A Free from damage or leaks

Yes No N/A Proper signage

Alarm Valves

Yes No N/A Free of damage

Yes No N/A Accessible

Yes No N/A Retard chamber/alarm drains not leaking

Quarterly

Yes No N/A Alarm devices—free of damage

Yes No N/A Hydraulic data nameplate—securely attached to riser/legible

Fire Department Connections

Yes No N/A Visible and accessible

Yes No N/A Coupling/swivels operate correctly

Yes No N/A Plugs/caps are in place

Yes No N/A Gaskets are not damaged

Yes No N/A Identification signs are in place

Yes No N/A Ball drip valve is functional

Pressure Reducing Valve

Yes No N/A In the open position/not leaking

Yes No N/A Maintaining downstream pressure

Yes No N/A In good condition

Form 1

Annual

Sprinklers (visible)

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

Pipes and Fittings (visible)

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

Five-Year

- Yes No N/A Alarm valve interior including strainers, filters, and restriction orifice
- Yes No N/A Check valve—internal moves freely, in good condition
- Yes No N/A Obstruction inspection—no foreign or obstructing material found

Test

Quarterly

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

Semi-annual

- Yes No N/A Supervisory switch functions
- Yes No N/A Alarm devices—inspectors test or bypass opened/obstructed waterflow

Annual

- Yes No N/A Main drain test Static _____ Residual _____
- Yes No N/A Do results differ by more than 10% from previous test?
- Yes No N/A All control valves operated through full range of motion and returned to normal position.
- Yes No N/A Specific gravity or anti-freeze system (if present)
- Yes No N/A Backflow preventer—test
- Yes No N/A Backflow preventer—flow test

Three-Year

- Yes No N/A Hose has been tested in accordance with NFPA 1962

Form 1

Five-Year

Yes No N/A Gauges tested or replaced

Yes No N/A Pressure reducing valve—flow test and comparable to previous results

Routine Maintenance

Yes No N/A Sprinklers tested or replaced per appropriate testing schedule

Comments

Overall System Status

Satisfactory Unsatisfactory

Signature: _____ Date: _____

License/Certification No.: _____