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# Automatic Sprinkler Systems Inspection, Testing, and Maintenance of Preaction/Deluge 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 air and 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

#### Deluge Valve

Yes     No     N/A    Exterior free of damage, trim valves are in correct open or closed position, and intermediate chamber is 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    Check valve is not leaking

Yes     No     N/A    Ball drip is functional

Yes     No     N/A    FDC clapper is functional

#### Pressure Reducing Valve

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

Yes     No     N/A    Maintaining downstream pressure

**Form 7**

Yes  No  N/A In good condition

**Annual**

**Sprinklers**

- 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**

- 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 Preaction/deluge valve interior inspection following trip test
- Yes  No  N/A Building—prior to onset of freezing weather—all openings are closed, no water filled pipe is exposed to freezing temps

**Five- Year**

- Yes  No  N/A Obstruction inspection—no foreign or obstructing material found
- Yes  No  N/A Check valve—internal moves freely, in good condition
- Yes  No  N/A Preaction/deluge valve strainers, filters, restricted orifices, and diaphragm chambers internal inspection

**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 or pressure reducing valve  
Static psi \_\_\_\_\_ Residual psi \_\_\_\_\_
- Yes  No  N/A Do results differ by more than 10% from previous test?
- Yes  No  N/A Priming water—test level
- Yes  No  N/A Low air alarm—test per manufacturer’s instructions

**Semi-Annual**

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

**Annual**

- Yes  No  N/A Main drain test                      Static psi \_\_\_\_\_ Residual psi \_\_\_\_\_
- Yes  No  N/A Do results differ by more than 10% from previous test?

**Form 7**

Yes  No  N/A All control valves operated through full range of motion and returned to normal position

**Full Flow Trip Test**

Yes  No  N/A Unobstructed discharge from all nozzles

Yes  No  N/A Pressure reading at preaction/deluge valve

Yes  No  N/A Pressure reading at most remote nozzle or sprinkler: \_\_\_\_\_ psi

Yes  No  N/A Air maintenance device functions

Yes  No  N/A Correctly?

Yes  No  N/A Backflow test

Yes  No  N/A Backflow full flow test

**Three-Year**

Yes  No  N/A Full flow trip test (if not performed annually)—record pressures as indicated above

Yes  No  N/A Results compared to previous results

**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/pilot sprinklers tested or replaced per appropriate testing schedule

**Comments**

**Overall System Status**

Satisfactory  Unsatisfactory

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

License/Certification No.: \_\_\_\_\_