

ANNUAL WET SPRINKLER INSPECTION PROTOCOL

Pre Test Contact alarm company and fire department. Inform them of the test. Record name or dispatcher badge number and time on inspection report.

Walk entire building. Inspect visible sprinkler heads, pipe and hangers from the floor level.

- 1) Look for corrosion, foreign materials, paint or physical damage on sprinkler heads.
- 2) Check age of sprinkler heads.
- 3) Look for obstructions that could affect spray patterns.
- 4) Check for a supply of spare sprinkler heads.
- 5) Check hangers and braces to see if damaged or loose.
- 6) Check pipe and fittings for leakage, corrosion or any external load resting or attached to pipe.
- 7) Check gauges. Must be in good condition and not more than 5 years old.
- 8) Check to determine if Hydraulic Nameplate is provided.
- 9) Check to determine if all systems are in service.
- 10) Check to determine if there is proper drainage and the area by the main drain and all test valves is free of people and property.
- 11) Check to determine when backflow prevention assemblies were last tested and record date.
- 12) Check to determine when the alarm valve had its last internal maintenance and record date.
- 13) Check for antifreeze loop and if one is in service, record the last test date.
- 14) Check to determine when the last obstruction investigation was performed. (5 years) Record date.
- 15) Check that hose connection is connected to sprinkler system and record last inspection date.

- Test**
- 1) Test alarm devices electric water flow switch, pressure and mechanical water motor gongs by opening the inspector test connection. Record time for alarm to ring.
 - 2) Perform water flow test from main drain. Record pressure before test, during test and after test.
 - 3) Open and close all control valves. Lubricate OS and Y valves.
 - a) All valves should be properly sealed, locked or supervised.
 - b) They should be accessible and free from external leaks.
 - 4) Test all supervisory switches. A distinctive signal shall indicate movement from the valve's normal position during either the first two revolutions of a hand wheel or when the stem of the valve has moved one fifth of the distance from its normal position.
 - 5) Inspect fire department connection to verify it is visible and accessible; couplings or swivels are not damaged and rotate smoothly; plugs or caps are in place and undamaged; gaskets are in place and in good condition; the check valve is not leaking and the automatic drain valve is in place.

- Final**
- 1) Assure that all control valves are in proper position.
 - 2) Contact alarm company and record signals they received.
 - 3) Contact fire department to inform them the test is complete and the system is on line. Record dispatcher name or badge #.
 - 4) Inform responsible party of test completion. Show them the system is back on line.

As per NFPA25 standard for the inspection, testing and maintenance of water-based fire protection systems.



**CITY FIRE
EQUIPMENT CO. INC.**
Family owned and operated since 1952

www.cityfire.com
973.560.1600