



# FIRE SPRINKLER PROTECTION SYSTEM INSPECTION FOR RESPONSIBLE MAINTENANCE EMPLOYEES

Property Name: \_\_\_\_\_ Inspector: \_\_\_\_\_

Property Address: \_\_\_\_\_ Date: \_\_\_\_\_

This Report Covers:  Monthly  Quarterly  Annual  Five-Year

## Monthly Inspection

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 from damage

Yes  No  N/A

Accessible

Yes  No  N/A

Retard chambers/alarm drains not leaking

## Quarterly Inspection

Yes  No  N/A

Alarm Devices – free from 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

**Annual Inspection**

- Yes  No  N/A
- Yes  No  N/A
- Yes  No  N/A
- Yes  No  N/A
- Yes  No  N/A
- Yes  No  N/A

**Sprinklers (visible)**

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

- Yes  No  N/A
- Yes  No  N/A
- Yes  No  N/A
- Yes  No  N/A
- Yes  No  N/A

**Pipes and Fittings (visible)**

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

**Five-Year Inspection**

- Yes  No  N/A
- Yes  No  N/A
- Yes  No  N/A

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

**Comments**

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

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

**Annual inspections, repairs and/or modifications must be performed by a licensed Idaho Fire Sprinkler Contractor pursuant to Idaho Statute 41-254(7) & IDAPA 18.08.02.**