

Quarterly self-inspection and testing of automatic sprinkler system components

NFPA 25: Inspection and Testing Requirements for Fire Sprinkler Systems includes monthly, quarterly and annual inspection and testing requirements for automatic sprinkler systems. UFG Insurance is recommending at least quarterly inspection and testing of the items listed below. Annual inspection and testing requirements will be completed by the sprinkler contractor.

Automatic sprinkler systems should be placed on an annual inspection and testing schedule, at minimum, with a qualified automatic sprinkler contractor. Inspection and testing of the sprinkler system will be completed by the contractor to ensure there is proper sprinkler system performance and maintenance.

In addition to the annual sprinkler system service by the contractor, UFG Risk Control recommends at least quarterly inspections of sprinkler system components be completed by designated and trained personnel.

QUARTERLY INSPECTION	
Gauges on dry, pre-action and deluge valves — Check to see that air and water pressures are maintained.	<input type="checkbox"/>
Gauges on wet systems — Check that gauges are in good maintenance and water supply pressure is maintained.	<input type="checkbox"/>
Alarm devices inspected to verify they are free of physical damage.	<input type="checkbox"/>
Hydraulic nameplate/placard, if provided, attached to sprinkler riser and legible.	<input type="checkbox"/>
Alarm valves inspected for external physical damage.	<input type="checkbox"/>
Sprinkler riser and valves inspected for leaks or corrosion.	<input type="checkbox"/>
Sprinkler heads inspected from floor level for leaks.	<input type="checkbox"/>
Sprinkler head box inspected for a minimum of six spare heads and sprinkler head wrench.	<input type="checkbox"/>
Sprinkler heads inspected and verified to have minimum 18-inch clearance from stored materials.	<input type="checkbox"/>

QUARTERLY TESTING	
Main drain test completed and record of pressures recorded. If significant pressure changes are noted, this may be an indicator of a water supply impairment to the sprinkler system.	<input type="checkbox"/>
Waterflow alarm should be tested for proper operation according to manufacturer's instructions.	<input type="checkbox"/>

The items on this page are to be completed quarterly to review sprinkler system component maintenance. Annual inspection and testing requirements following *NFPA 25: Inspection and Testing Requirements for Fire Sprinkler Systems* should be completed by your qualified automatic sprinkler contractor with report provided for your files and documentation.

If you have any questions or require assistance, please contact your UFG Risk Control consultant directly or email us at riskcontrol@unitedfiregroup.com.

This form, supplied by UFG Insurance, merely provides minimum guidelines for you to follow and may be utilized as a tool for fact-gathering purposes to assist in your investigation. The information requested above is not exhaustive and you should, at your own discretion, request any necessary additional information as the specific situation may warrant.