



# Athens-Clarke County Fire & Emergency Services



## 5.1.3 Sprinkler 100% Inspection Checklist

Sprinkler Final	Pass	Fail	N/A
1. Scheduling - The contractor shall schedule the inspection by calling 706-613-3365. Inspections will be scheduled for the next available appointment.			
2. Fire Alarm - Acceptance testing for the above-ground portions of the sprinkler system will not be conducted unless the fire alarm system is fully operational and is ready for acceptance testing at the same time as the sprinkler system. All sprinkler devices shall be tested with both the sprinkler and fire alarm contractors present.			
3. Approved Plans - Approved/Stamped set of plans.			
4. Waterflow Test - Test the water flow alarm by flowing water from the Inspector's Test Valve. The alarm should sound no earlier than 30 seconds and no later than 90 seconds. (Wet and dry systems)			
5. Access Panels - A minimum of 12" x 36" access panels shall be provided for all valves located inside a wall or concealed space. Signage shall be provided on the outside of the access panel indicating the type of valve that is concealed within.			
6. Exterior Horn/Strobe - Verify that a listed horn/strobe device is located on the front exterior of the building in an approved location in close proximity to the building address. The water flow actuation of the automatic sprinkler system shall activate such a device.			
7. Dry-Type Sprinkler Systems – Have the contractor demonstrate that both high and low air pressure are supervised as required. The off-normal signal shall be initiated when the pressure increases or decreases by 10 psi.			
8. Supervised Valves - Close all electronically supervised sprinkler control valves to verify the supervisory alarm at the FACP within 2 turns of the control wheel or, for the post indicator valve, within 1/5 of the valve control mechanism's travel distance. Then, reopen to verify the "restore" signal.			
9. Main Drain - Open the main drain valve; it should be able to be fully opened without causing water damage. When the pressure stabilizes, note whether the pressure dropped and stayed below the residual pressure on the calc plate. If it does, there is a problem with the system.			

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10. Calc Plates - Hydraulic Design Information Sign (Calc Plates) shall be provided by the installing contractor. The sign shall be weatherproof metal or rigid plastic secured with corrosion-resistant wire, chain, or other approved means. Such signs shall be placed at the dry pipe, pre-action, or deluge valve supplying the corresponding hydraulically designed area. The sign shall include the following information: <ul style="list-style-type: none"><li>• Location of the design area or areas</li><li>• Discharge densities over the design area</li><li>• Required flow and residual pressure demand at the base of the riser</li><li>• Occupancy classification or commodity classification and maximum permitted storage height and configuration</li><li>• Hose stream allowance included in addition to the sprinkler demand</li><li>• The name of the installing contractor</li></ul>			
11. Door Signs - Doors leading into rooms that contain controls for fire sprinklers shall be identified with an approved sign. Approved signs shall identify fire protection equipment and be durable materials, red and white in color, permanently installed, and readily visible.			
12. Valve Signs - All control, drain, and test connection valves shall be provided with weatherproof material or rigid plastic identification signs, secured with corrosion-resistant wire, chain, or other approved means. The sign shall identify the portion of the building served, and systems with more than one control valve that must be closed to work on a system or space shall have a sign referring to the existence and location of other valves.			
13. Caution Sign - A caution sign shall be provided with the following wording: This valve controls fire protection equipment. Do not close until after the fire has been extinguished. Use auxiliary valves when necessary to shut off supply to auxiliary equipment. CAUTION: An automatic alarm can be sounded if this valve is closed.			

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14. Painted Heads - Where sprinklers or cover plates on concealed sprinklers have been painted by other than the sprinkler manufacturer, they shall be replaced.			
15. Listings - Escutcheons used with recessed, flush-type, or concealed sprinklers shall be part of a listed sprinkler assembly and be metallic or shall be listed for use around a sprinkler. No caulking or glue shall be used to seal penetrations or to affix the components of a recessed escutcheon or concealed cover plate.			
16. Spare Sprinkler Cabinet - Spare Sprinkler cabinet, sprinkler wrench, and spare sprinklers shall be provided. The stock of spare sprinklers shall include all types and ratings installed			
17. Sprinkler List - A list of the sprinklers installed in the property shall be posted in the spare sprinkler cabinet. The list shall include the following: <ul style="list-style-type: none"><li>• Sprinkler Identification Number (SIN) if equipped; or the manufacturer, model, orifice, deflector type, thermal sensitivity, and pressure rating</li><li>• General description</li><li>• Quantity of each type to be contained in the cabinet</li><li>• Issue or revision date of the list</li></ul>			
18. Sprinkler Guards - Sprinklers subject to mechanical injury shall be protected with listed guards.			
<b>Fire Department Connection (FDC):</b>			
19. Accessible/Orientated - The FDC shall be assessable and arranged/orientated so that a hose line can be attached to the inlets without interference.			
20. Clear Space - A clear working space not less than 36 inches in width, 36 inches in depth, and 78 inches in height shall be provided.			
21. Signs - Verify that a sign complying with the following has been provided: <ul style="list-style-type: none"><li>• Metal sign with raised letters not less than 1 inch in size.</li><li>• Signs shall read AUTOMATIC SPRINKLERS or STANDPIPES or TEST CONNECTION or combination thereof as applicable.</li><li>• Where the FDC does not serve the entire building, a sign shall be provided indicating the portions of the building served. (Address, Location, Zone...)</li></ul>			

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Post Indicator Valve (PIV):	Pass	Fail	N/A
22. Accessible - Both Remote Post Indicator Valves and Wall Post Indicator Valves shall be easily accessible, and the Open/Closed indicator shall be visible at all times.			
23. Cutable Lock - The PIV shall be provided with a cutable padlock.			
24. Clear Space - A clear working space not less than 36 inches in width, 36 inches in depth, and 78 inches in height shall be provided.			
<b>System in Full Operation:</b>			
25. Systems Normal - Ensure all systems are normal			
26. Alarm Off Test - Ensure the Fire Alarm is off of test with the monitoring company.			
27. NFPA 13 Report - The installer shall complete and sign the NFPA 13 Contractor's Material and Test Certificate for Aboveground Piping prior to final approval of the system. (If the building is also equipped with a standpipe system, the installer shall also complete and sign the NFPA 14 Contractor's Material and Test Certificate for Aboveground Piping prior to final approval of the system.)			
28. Keys for Knox Box - Keys for the Fire Sprinkler Room and PIV(s) shall be provided so they may be placed into the Knox Box.			

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

Tech: \_\_\_\_\_

*The above is not an all-inclusive list – all buildings must meet all NFPA, International Fire Code, and State of Georgia requirements. Please refer to Chapter 120-3-3, Rules and Regulations of the Safety Fire Commissioners website.*

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