



CITY OF
SANTA ROSA
 Fire Department
 955 Sonoma Ave
 Santa Rosa, CA 95404
 (707) 543-3500

**CITY OF SANTA ROSA
 FIRE DEPARTMENT
 FIXED FIRE EXTINGUISHING SYSTEM MAINTENANCE WORKSHEET**
 (Fire Sprinklers and Standpipes)
 For use by Building Owners or Occupants

Date of Inspection: _____ Inspected By: _____

COMPONENT	STATUS			CHECK POINTS	COMMENTS
	YES	NO	N/A		
Fire Department Connection (Systems 1, 3, 4, 5)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Caps in place	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Couplings swivel freely	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gaskets present and in good condition	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clapper valves closed tight	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appropriate sign in place	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No visible obstructions	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Painted red	
Hose Outlets (Systems 1, 3, 4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Caps in place	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hose threads undamaged	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Valve handles present	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gaskets present and in good condition	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Valves operate smoothly	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No visible obstructions	
Hose Assembly And Cabinet (Systems 2, 3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No mildew, cuts, abrasions or deterioration	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Couplings undamaged	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nozzles in place	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gaskets present and in good condition	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hose racked properly	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rack or reel swivels freely	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cabinet opens easily	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Readily distinguishable	

COMPONENT	STATUS			CHECK POINTS	COMMENTS
	YES	NO	N/A		
Control Valves (Systems 2, 3, 4, 5)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Valves seat properly	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Valves secured in "open" position	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No visible obstructions	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PIV's painted red, locked open	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Breakaway locks used	
Riser (Systems 1, 2, 3, 4, 5)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No leaks	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bracing in place	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No obstructions	
Gauges (Systems 4, 5)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not damaged	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gauges valves "on"	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	System pressure (upper gauge) _____ p.s.i.	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Supply pressure (lower gauge) _____ p.s.i.	
Sprinklers (Systems 4, 5)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not leaking, corroded or painted	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All areas covered	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flow pattern unobstructed – no storage within 18" of sprinklers.	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Installed in correct position – pendant vs. upright.	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Spare heads and wrench	
Nozzles (Systems 6 and 7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nozzles clean and in correct positions, caps in place.	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All areas covered	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flow pattern unobstructed	

TYPES OF SYSTEMS

1. Class I Standpipes	Dry standpipe systems equipped with 2 ½ inch outlets for use by Fire Department personnel.
2. Class II Standpipes	Wet standpipe system equipped with 1 ½ inch hose for use by building occupants.
3. Class III Standpipes	Combination standpipe with both 2 ½ inch outlets and 1 ½ inch hose.
4. Automatic Sprinkler System	System that automatically detects a fire and discharges water onto or in the area of the fire.
5. Combined System	System which supplies automatic fire sprinklers and has 2 ½ inch outlets for use by the Fire Department.
6. Kitchen System	System that automatically detects a fire and discharges dry chemical or a liquid foam fire suppression agent; system can also be manually activated.
7. Clean Agent System	System that automatically detects a fire and discharges a gaseous fire suppression agent; system can also be manually activated.

MAINTENANCE INTERVALS

Maintenance inspections shall be conducted by the building owner or occupant, and records of inspections must be kept on the premises for Fire Department review. Standpipes shall be inspected semi-annually. Fire sprinkler systems shall be inspected quarterly. Kitchen and Clean Agent systems shall be inspected monthly.