

**FIRE DEPARTMENT
INFORMATION BULLETIN**

SUBJECT: MAINTENANCE AND SERVICE OF FIXED EXTINGUISHING SYSTEMS

Bulletin Number: 014 Date of Issue: June 10, 1994
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Code References:

2001 California Fire Code (CFC) Section 1001.5.1, and 1001.5.2.
Title 19 California Code of Regulations (CCR) Section 904, NFPA 25.

NOTE: This bulletin is a summary of Fire Department interpretations of City and State Codes. Information contained herein applies to typical instances and may not address all circumstances.

California State Law requires that fixed fire protection equipment be maintained and serviced regularly. The fire protection systems affected by this law are automatic fire sprinklers, standpipes, and other extinguishing systems such as clean agent, dry chemical, liquid agent, carbon dioxide, foam, and any other engineered or pre-engineered fixed extinguishing systems. This is a two-fold program, which covers maintenance and routine service inspections.

MAINTENANCE INSPECTIONS

These regulations require that the building or system owner, a designated employee, or a licensed service company inspect automatic sprinkler systems quarterly and standpipe systems semi-annually. A written record of each inspection shall be maintained for five years and shall be available for Fire Department review during inspections.

For your convenience, the Santa Rosa Fire Department provides a standardized inspection form (Fixed Fire Extinguishing System Maintenance) to assist you in completing the required inspection (a copy is attached to this bulletin). Keep the completed inspection forms on or near the system riser, or at an accessible location to insure the forms are available for review when the Fire Department conducts an inspection. Owners are required to immediately correct any deficiency identified at the time of the inspection.

FIRE DEPARTMENT

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INFORMATION BULLETIN

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SERVICE INSPECTIONS

The regulations require that fixed extinguishing systems be serviced by a State Fire Marshal licensed company. Three licenses are issued to companies which are approved to do the servicing: "Type 1" for Fire Sprinkler Systems, "Type 2" for Engineered and Pre-engineered Fixed Extinguishing Systems, and "Type 3" for Standpipe Systems. Certain contractors, licensed by the State Contractors License Board, may service systems without obtaining a separate license from the State Fire Marshal. The latest list of licensed companies may be obtained from the State Fire Marshal's office by calling (916) 445-8200.

Sprinklers and standpipes shall be serviced every five years. Other fixed extinguishing systems shall be serviced every six months. Owners are required to make immediate correction of any deficiency noted during the inspection and to maintain a record of the inspection for five years.

If you have questions or need further information, please call the Santa Rosa Fire Department at (707) 543-3500, or visit our Web page at: <http://ci.santa-rosa.ca.us/fd/>

Attachment: Fixed Fire Extinguishing System Maintenance Form



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.