**SOUTHERN OREGON FIRE CODE OFFICIALS**

**NFPA 25**

**Fire Sprinkler Inspection, Testing and Maintenance**

**Inspection, Testing and Maintenance: Qualifications, Frequency and Reporting**

The Oregon Fire Code (OFC) Chapter 9 requires fire protection systems to be maintained and tested according to the referenced standards (OFC 901.6.1). Qualified individuals or companies acceptable to the authority having jurisdiction are to test and maintain the systems.

Fire sprinkler systems shall be inspected, tested and maintained according to the NFPA 25 standard (OFC Table 901.6.1). An annual testing and inspection is required to be performed on a fire sprinkler system by a qualified contractor. All records of system inspections, tests and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three years (OFC 901.6.2). **The contractor shall forward a record of any NFPA 25 inspection to the authority having jurisdiction within 30 days of the inspection.** Initial records, including the construction plans, shall be maintained on the premises for the life of the building (OFC 901.6.2.1).

Attached to this document is a form containing the minimum annual inspection/testing tasks and the minimum information required on a NFPA 25 inspection form sent to the authority having jurisdiction. The contractor may use a NFPA, NFSA, or equivalent form as long as it contains this minimum required information.

**Additional Requirements (From NFPA 25):**

**1.1.1 Coordination with *NFPA 72* Testing Requirements.** This standard does not address all of the inspection, testing, and maintenance of the electrical components of the automatic

fire detection equipment used to activate preaction and deluge systems that are addressed by *NFPA 72*, *National Fire Alarm and Signaling Code*.

**1.1.1.1** The inspection, testing, and maintenance required by this standard and *NFPA 72*, *National Fire Alarm and Signaling Code*, shall be coordinated so that the system operates as intended.

**1.1.1.2\*** All inspections, testing, and maintenance required by *NFPA 72* shall conform to *NFPA 72*, and all inspections, testing, and maintenance required by this standard shall conform to this standard.

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| **INSPECTION, TESTING, and MAINTENANCE of FIRE SPRINKLER SYSTEM**  **Southern Oregon Fire Code Officials (SOFCO)**  [**http://www.ci.medford.or.us/Page.asp?NavID=2563**](http://www.ci.medford.or.us/Page.asp?NavID=2563)  **Based on NFPA 25, 2011 Edition** | |
| **Property Information:**  Name:Click here to enter text.  Address:Click here to enter text.  Property Contact:Click here to enter text.  Telephone:Click here to enter text.  Fire Department/District: Click here to enter text. | **Contractor Information:**  Name:Click here to enter text.  Address: Click here to enter text.  Telephone: Click here to enter text.  OR License #:Click here to enter text.  Performed by: Click here to enter text.  Date Performed: Click here to enter text. |
| **System Riser ID:** Click here to enter text.  **Type of System (Check box):**  ☐ Wet Pipe ☐ Dry Pipe  ☐ Preaction ☐ Deluge | **Main Drain Test Results:**  Initial Static Pressure (psi): Click here to enter text.  Residual Pressure (psi):Click here to enter text.  Restored Static Pressure (psi): Click here to enter text. |

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| **Item** | | **Activity** | | **Description** | | **References/Date** | | **Fail** | | **N/A** | | **Pass** | |
| 1.1 | | I | | Control valves  (Sealed, accessible, correct position) | | Table 13.1.1.2 | | ☐ | | ☐ | | ☐ | |
| 1.2 | | I | | Waterflow alarm devices and valve supervisory alarm devices (Free of physical damage) | | 5.2.5 | | ☐ | | ☐ | | ☐ | |
| 1.3 | | I | | Valve supervisory alarm devices  (Free of physical damage) | | 5.2.5 | | ☐ | | ☐ | | ☐ | |
| 1.4 | | I | | Supervisory signal devices  (Free of physical damage) | | 5.2.5 | | ☐ | | ☐ | | ☐ | |
| 1.5 | | I | | Gauges  (Good condition with normal water supply pressure) | | 5.2.4 | | ☐ | | ☐ | | ☐ | |
| 1.6 | | I | | Hydraulic nameplate  (Attached securely to riser and legible) | | 5.2.6 | | ☐ | | ☐ | | ☐ | |
| 1.7 | | I | | Buildings  (Not subject to freezing, change in floor plan) | | 4.1.1.1, 4.1.5 | | ☐ | | ☐ | | ☐ | |
| 1.8 | | I | | Hangers/bracing  (In good condition without signs of damage or loosening) | | 5.2.3 | | ☐ | | ☐ | | ☐ | |
| 1.9 | | I | | Sprinklers  (No sign of leakage, corrosion, physical damage, loss of fluid in glass bulb, loading, painting unless by manufacturer, escutcheons in place where required) | | 5.2.1 | | ☐ | | ☐ | | ☐ | |
| 1.10 | | I | | Pipe & fittings  (Good condition, free of damage, leakage, corrosion) | | 5.2.2 | | ☐ | | ☐ | | ☐ | |
| 1.11 | | I | | Spare sprinklers and wrench  (Provided for premises) | | 5.2.1.4 | | ☐ | | ☐ | | ☐ | |
| 1.12 | | I | | Fire department connections  (plugs/caps, check valve, gaskets, drain valve, clapper, no leakage, spin freely, ID sign) | | 13.7.1 | | ☐ | | ☐ | | ☐ | |
| 1.13 | | I | | Valves (all types)  (Position, operation, supervision) | | Table 13.1.1.2 | | ☐ | | ☐ | | ☐ | |
| 1.14 | | I | | Pressure reducing valves  (Good condition, free of damage, leakage, corrosion) | | Table 13.1.1.2 | | ☐ | | ☐ | | ☐ | |
| **Item** | | **Activity** | | **Description** | | **References/Date** | | **Fail** | | **N/A** | | **Pass** | |
| 2.1 | T | | Waterflow alarm devices  (Inspectors test – 90 sec. max.) | | 5.3.3 | | ☐ | | ☐ | | ☐ | |
| 2.2 | T | | Valve supervisory alarm devices  (Functioning) | | Table 13.1.1.2 | | ☐ | | ☐ | | ☐ | |
| 2.3 | T | | Supervisory signal devices  (Functioning) | | Table 13.1.1.2 | | ☐ | | ☐ | | ☐ | |
| 2.4 | T | | Main drain  (Static and residual pressure within tolerance) | | Table 13.1.1.2 | | ☐ | | ☐ | | ☐ | |
| 2.5 | T | | Antifreeze solution  (Within tolerance) | | 5.3.4 | | ☐ | | ☐ | | ☐ | |
| 2.6 | T | | Gauges  (Replaced or tested every 5 years, within 3%) | | 5.3.2  Date of last test/replacement: Click here to enter a date. | | ☐ | | ☐ | | ☐ | |
| 2.7 | T | | Sprinklers – Extra high temperature  (5 –year testing) | | 5.3.1.1.1.4  Date of last test/replacement: Click here to enter a date. | | ☐ | | ☐ | | ☐ | |
| 2.8 | T | | Sprinklers – Fast / Quick response  (Tested after 20 years at 10-year intervals) | | 5.3.1.1.1.3  Date of last test/replacement: Click here to enter a date. | | ☐ | | ☐ | | ☐ | |
| 2.9 | T | | Sprinklers – At 50 years and thereafter  (Replaced or tested at 10-year intervals) | | 5.3.1.1.1  Date of last test/replacement: Click here to enter a date. | | ☐ | | ☐ | | ☐ | |
| 2.10 | T | | Sprinklers – At 75 years and thereafter  (Replaced or tested at 5-year intervals, replace prior 1920) | | 5.3.1.1.1.5  Date of last test/replacement: Click here to enter a date. | | ☐ | | ☐ | | ☐ | |
| 2.11 | T | | Sprinklers – Dry at 10 years and thereafter  (Replaced or tested at 10-year intervals) | | 5.3.1.1.1.6  Date of last test/replacement: Click here to enter a date. | | ☐ | | ☐ | | ☐ | |
| 3.1 | | I & M | | Valves (all types)  ( 5-year internal inspection) | | Table 13.1.1.2  Date of last internal inspection: Click here to enter a date. | | ☐ | | ☐ | | ☐ | |
| 3.2 | |  | | Dry Pipe/Preaction Valves  (Trip test, quick-opening device, low pressure alarm, 5-year internal inspection) | | Table 13.1.1.2  Date of last internal inspection: Click here to enter a date. | | ☐ | | ☐ | | ☐ | |
| 3.3 | | M | | Low-point drains (dry pipe system)  (Drain water prior to freezing conditions) | | 13.4.4.3.2 | | ☐ | | ☐ | | ☐ | |
| 3.4 | | M | | Sprinklers and automatic spray nozzles protecting commercial cooking equipment and ventilation systems (Replaced annually) | | 5.4.1.9  Date of last replacement:  Click here to enter a date. | | ☐ | | ☐ | | ☐ | |

Abbreviation Key: I=Inspection; T=Test; M=Maintenance

Use this section to explain any “Fail” answers from above, and to note any changes in Hazard, Occupancy, Use, Process, or Materials. If changes in occupancy, use, process or materials are observed, an additional evaluation, by the property owner or their qualified designate, will be required (NFPA 25, Sec. 4.1.5 and 4.1.6). This evaluation is intended to verify the adequacy of the installed system to protect the change in hazard, occupancy, use, process or materials. Include any evaluations, and corrective actions taken, either in this report, or as an attached, separate report.

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| 1. **Deficiencies and Comments (Explain any “Fail” answers)** 2. **Note any Changes in Hazard, Occupancy, Use, Process, or Materials (Sec. 4.1.5 and 4.1.6)** |
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By signing this, I certify that the information on this form is correct, I am trained and qualified to test this fire sprinkler system according to NFPA 25 requirements, and all equipment tested at this time was left in operating condition upon completion of this inspection except as noted in the “Deficiencies and Comments” section.

**The contractor shall forward a record of any NFPA 25 inspection to the authority having jurisdiction within 30 days of the inspection.**

Inspector’s Signature: Date:

Owner / Occupant’s Signature: Date:

License/Certification No.: Click here to enter text.