

TOWN OF ISLIP



OFFICE OF THE FIRE MARSHAL

ROBERT DOUCET
CHIEF FIRE MARSHAL

24 NASSAU AVENUE
ISLIP, NEW YORK 11751

FIRE PREVENTION....631-224-5477
FAX..... 631-224-5458

To whom it may concern:

Enclosed please find the NFPA 25 forms needed for **FIRE SPRINKLER** inspections as per NYS Fire Code Section 901.6.2-**Records**. Please be advised that these forms are to be maintained on premises for at least ***three years*** and be made available to the code enforcement official upon request.

If you have any further questions regarding this matter feel free to contact me.

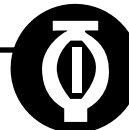
Sincerely,

Robert Doucet
Chief Fire Marshal

The records shall be maintained on premises for review by the Fire Marshal.

The FPS Notification worksheet shall be utilized when the system is taken out of service.

Failure to comply with the above instructions will result in legal action.



Automatic Sprinkler Systems General Information

Date: _____ **Inspector:** _____ **System:** _____
Location: _____

General

System designation _____

Building _____

Location of sprinkler valve _____

Type of sprinkler system Wet Dry Deluge Preaction

Make and model of sprinkler valve _____

Is building fully sprinklered? Yes No

Is entire sprinkler system in service? Yes No

Has sprinkler system been modified since last inspection? Yes No

Valves

How are valves supervised? Seated Locked Tamper switch

Are valves identified with signs? Yes No

Water Supply (See Chapter 9 of this manual.)

When was last water supply test made? _____

Are reservoirs, tanks, or pressure tanks in good condition? Yes No

Pumps (See Chapter 8 of this manual.)

Is fire pump Diesel Electric Gasoline None?

When was pump last inspected? _____

Is pump in good condition? Yes No

Fire Department Connections

Location _____

Are identification signs provided? Yes No

Wet Systems

Is building adequately heated? Yes No

Is system hydraulically calculated? Yes No

If yes, is hydraulic information sign provided at valve? Yes No

Dry Systems

Is dry pipe valve in heated room? Yes No

Does heated room have low-temperature alarm? Yes No

Deluge System (See Chapter 1 of this manual for discussion of detection systems.)

Preaction System (See Chapter 1 of this manual for discussion of detection systems.)

Notes _____



FORM 2-C

Automatic Sprinkler Systems Monthly Inspection

This form covers a 1-year period.

Year: _____ **System:** _____
Location: _____

1. Confirm valves are open. If valves are locked, note "yes" in this block. If any are not locked, relock and note "relocked" in this block.
2. Inspect alarm valves to assure no leakage from retard chamber or alarm drains and no physical damage. Confirm that trim valves are in appropriate closed or open position.
3. Assure there is proper number and type of sprinklers and a sprinkler wrench.
4. Check for physical damage and that electrical connections are secure.
5. Record pressure readings in psi (bar). A loss of more than 10% should be investigated.
6. Record any notes about the system that the inspector believes to be significant. Place a number in this block and number the corresponding note at the end of the inspection form.

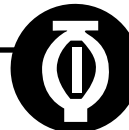
Y = Satisfactory N = Unsatisfactory (explain below)

| Date | Inspector | Valves Open, Locked, or Tamper (1) | Alarm Valves (2) | Spare Sprinklers (3) | Alarm Devices (4) | Water Pressure (5) | Notes (6) |
|------|-----------|------------------------------------|------------------|----------------------|-------------------|--------------------|-----------|
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Notes _____



FORM 2-D



Automatic Sprinkler Systems Quarterly Inspection and Tests

Year: _____ **System:** _____
Location: _____

Y = Satisfactory N = Unsatisfactory (explain below)

| | | | | |
|---|--|--|--|--|
| Date | | | | |
| Inspector | | | | |
| Main Drain Test Record the static water supply pressure in psi (bar) as indicated on the lower pressure gauge. Open the main drain and allow water flow to stabilize. Record the residual water supply pressure while water is flowing from the 2-in. (51-mm) main drain as indicated on the lower pressure gauge in psi (bar). Close the main drain (slowly). | | | | |
| Fire Department Connections Verify connection is visible and accessible, not damaged, caps or plugs are in place, identification sign is in place, and automatic drain is working properly. | | | | |
| Wet Pipe System Flow Alarm Test water-flow alarms by opening the inspector's test valve. (Notify alarm company to avoid false alarms.) | | | | |
| Dry Pipe Priming Level Check dry priming water level by opening the test valve and checking for a small amount of water to discharge. If no water flows out of the test line, add priming water. | | | | |
| Dry Pipe System Low-Air-Pressure Alarm Close the water supply valve and <i>carefully</i> open inspector's test valve to reduce air pressure <i>slowly</i> . (Do not reduce air pressure sufficiently to trip the dry pipe valve.) Confirm operation of low-pressure alarm, record air pressure at which low-pressure alarm activated, close inspector test, allow air pressure to rise to normal, then open water supply valve. | | | | |
| Dry Pipe System Flow Alarm Open the alarm bypass valve. (Notify alarm company to avoid false alarms.) | | | | |
| Quick-Opening Device Test in accordance with manufacturer's instructions. | | | | |
| Preaction System Flow Alarm Open the alarm bypass valve. (Notify alarm company to avoid false alarms.) | | | | |
| Deluge System Flow Alarm Open the alarm bypass valve. (Notify alarm company to avoid false alarms.) | | | | |
| Control Valves Close valves and reopen until spring or tension is felt—back valve 1/4 turn. | | | | |
| Hydraulic Nameplate If system was hydraulically calculated, assure nameplate is legible and securely attached to riser. | | | | |
| Notes Record any notes about the system that the inspector believes to be significant. Place a number in this block and number the corresponding note on the reverse of this form. | | | | |



FORM 2-E



Automatic Sprinkler Systems Semi-Annual Inspection and Tests

This form covers a 1-year period.

| | |
|------------------------|----------------------|
| Year: _____ | System: _____ |
| Location: _____ | |

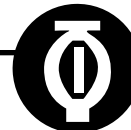
Y = Satisfactory N = Unsatisfactory (explain below) N/A = Not applicable

| | | |
|---|--|--|
| Date | | |
| Inspector | | |
| Cold-Weather Valves Cold-weather valve, if used, should be closed before freezing weather, and piping drained. Valve should be opened in Spring. Use "O" for open—"C" for closed. | | |
| Dry Pipe Systems Test quick-opening devices and accelerators, if provided. Low-point drains should be drained thoroughly before cold weather and after any system trip. | | |
| Deluge System Test fire detection system for proper operation (see Chapter 1 of this manual). | | |
| Praction System Test fire detection system for proper operation (see Chapter 1 of this manual). | | |
| Notes Record any notes about the system that the inspector believes to be significant. Place a number in this block and number the corresponding note below. | | |

Notes _____



FORM 2-F



Automatic Sprinkler Systems Annual Inspection and Tests

Date: _____ **Inspector:** _____ **System:** _____
Location: _____

| Y = Satisfactory N = Unsatisfactory (explain on reverse) N/A = Not applicable | |
|--|--|
| General Condition Inspect sprinklers, sprinkler piping, pipe, hangers, and seismic braces to make sure they are in good condition. Verify supply of spare sprinklers. | |
| Freezing Before freezing weather, inspect building to assure exterior wall openings will not expose sprinkler piping to freezing temperatures. | |
| Test Antifreeze Wet pipe systems with antifreeze solution should have the solution checked for proper freeze level. Record freezing point. | |
| Maintain Valves Valves should be maintained, including exercising each valve and lubricating each valve stem. | |
| Clean Strainers Shut the water supply valve and remove the strainer for thorough cleaning. | |
| Dry Pipe System Trip test the dry pipe valve. Record the time from opening the inspector's test valve until the dry pipe valve trips. Internally inspect dry pipe valve. Test air pressure maintenance device. Inspect/test low-temperature alarm in valve room (if provided). | |
| Precision Sprinkler System Trip test the precision system. (Refer to manufacturer's instructions.) Internally inspect precision valve. Test automatic air pressure maintenance device (if provided) at time of trip test. Inspect/test low-temperature alarm in valve room (if provided). | |
| Deluge Sprinkler System Trip test the deluge system. (Refer to manufacturer's instructions.) Record time from activation of detector until water is discharged. Check to see that water discharge pattern is adequate. Record water pressure at hydraulically most remote sprinkler. Record water pressure at deluge valve. Internally inspect deluge valve. Inspect/test low-temperature alarm (if provided). | |
| Cooking Equipment Sprinklers Replace sprinklers with fusible links. | |



FORM 2-I



Automatic Sprinkler Systems 5-, 20-, and 50-Year Tests

Location: _____ **System:** _____

Y = Satisfactory N = Unsatisfactory (explain below)

| Years | 5 | 10 | 15 | 20 | 25 | 30 | 35 | 40 | 45 | 50 |
|--|-------|----|----|----|----|----|----|----|----|----|
| Every 5 Years | | | | | | | | | | |
| Obstruction Investigation (every 5 years or as needed) | | | | | | | | | | |
| Inspector | | | | | | | | | | |
| Date | | | | | | | | | | |
| Notes | | | | | | | | | | |
| Calibrate Pressure Gauges | | | | | | | | | | |
| Inspector | | | | | | | | | | |
| Date | | | | | | | | | | |
| Notes | | | | | | | | | | |
| Test Sample of Extra High Temperature Sprinklers | | | | | | | | | | |
| Inspector | | | | | | | | | | |
| Date | | | | | | | | | | |
| Notes | | | | | | | | | | |
| Every 20 Years | | | | | | | | | | |
| Test Sample of Fast Response Sprinklers | | | | | | | | | | |
| Inspector | | | | | | | | | | |
| Date | | | | | | | | | | |
| Notes | | | | | | | | | | |
| Every 50 Years | | | | | | | | | | |
| Test Sample of Standard Response Sprinklers | | | | | | | | | | |
| Inspector | | | | | | | | | | |
| Date | | | | | | | | | | |
| Notes | | | | | | | | | | |
| Notes | _____ | | | | | | | | | |
| Notes | _____ | | | | | | | | | |
| Notes | _____ | | | | | | | | | |