WHEREAS Section 653 of the Local Government Act authorizes Council by bylaw to regulate businesses, business activities and persons engaged in business;

AND WHEREAS Council may by bylaw deal with matters within the scope of the Fire Services Act and regulations made under it;

AND WHEREAS the District of Sechelt wishes to ensure that certain inspections and tests required under the British Columbia Fire Code are carried out by persons certified as fire protection technicians under the Applied Science Technologists and Technicians Act;

NOW THEREFORE the Council of the District of Sechelt in open meeting assembled, enacts as follows:

1. **TITLE:**

   This Bylaw may be cited for all purposes as District of Sechelt “Fire Protection Equipment Inspection and Testing Bylaw No. 397”, 2002.

2. **DEFINITIONS:**

   (1) In this bylaw:

   “Fire Protection Equipment” shall include but not be limited to fire alarm systems, automatic sprinkler systems, special extinguishing systems, portable extinguishers, water supplies for fire protection; water supplies for fire protection, standpipe and hose systems, fixed pipe fire suppression systems in commercial kitchen exhaust systems, smoke control measures and emergency power installations.

   “Fire Protection Technician” means a person certified under the Applied Science Technologists and Technicians Act to inspect and test Fire Protection Equipment.
“Hotel” includes:

(a) an apartment house;
(b) a residential condominium building that has
   (i) two or more levels of strata lot as defined in the Condominium Act, and
   (ii) one or more corridors that are common property as defined in the Condominium Act; and
(c) a boarding house, lodging house, club or any other building, except a private dwelling, where lodging is provided, and

“Local Assistant” means a local assistant as identified in Section 6 of the Fire Services Act.

“Public Building” includes a factory within the meaning of the Workplace Act, a warehouse, store, mill, school, hospital, theatre, public hall, office building and any building other than a private dwelling house.

3. **REGULATIONS:**

(1) All fire protection equipment in hotels and public buildings within the boundaries of the District shall be inspected and tested by a Fire Protection Technician in accordance with the requirements of the Fire Services Act and the regulations made under it.

(2) Where a Fire Protection Technician has inspected or tested Fire Protection Equipment pursuant to Section 3 of this bylaw, the Fire Protection Technician shall label the equipment and maintain records as per Schedules A, B, C, D and E.

(3) No person shall undertake or inspect any Fire Protection Equipment in hotels or public buildings within the boundaries of the District unless that person, at the time of undertaking the inspection or testing, is a Fire Protection Technician.

4. **PENALTY:**

Every person who violates any provision of this Bylaw shall, upon summary conviction, be liable to a fine not exceeding $2,000 (Two Thousand Dollars), plus the costs of prosecution.
5. **SEVERABILITY:**

If any portion of this bylaw is held invalid by a Court of competent jurisdiction, then that invalid portion shall be severed and the remainder of this Bylaw shall be deemed to have been adopted without the severed portion.

READ A FIRST TIME THIS 3rd DAY OF JULY, 2002

READ A SECOND TIME THIS 3rd DAY OF JULY, 2002

READ A THIRD TIME THIS 3rd DAY OF JULY 2002

RECONSIDERED AND FINALLY ADOPTED THIS 17th DAY OF JULY, 2002

I hereby certify this to be a true and accurate copy of District of Sechelt “Fire Protection Equipment Inspection and Testing Bylaw No. 397”, 2002.

Anne Jeffrey
Municipal Clerk
Inspection, Testing and Maintenance of Fixed Extinguishing Systems

Service Company

<table>
<thead>
<tr>
<th>Date of Service</th>
<th>Time</th>
<th>Wet Chemical</th>
<th>Dry Chemical</th>
<th>Last Recharge Date</th>
</tr>
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<tbody>
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<table>
<thead>
<tr>
<th>Monthly</th>
<th>Semi-annual</th>
<th>Recharge</th>
<th>Installation</th>
<th>Renovation</th>
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<tbody>
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Location of System Cylinders:

<table>
<thead>
<tr>
<th>Name:</th>
<th>Manufacturer:</th>
<th>Model #:</th>
<th>Serial #:</th>
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<table>
<thead>
<tr>
<th>Address:</th>
<th>City:</th>
<th>Fuse Link 350</th>
<th>Fuse Link 450</th>
<th>Fuse Link 500</th>
<th>Other</th>
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<thead>
<tr>
<th>Phone:</th>
<th>Fax:</th>
<th>Store #:</th>
<th>Fuel Shut off</th>
<th>Electric</th>
<th>Gas</th>
<th>Size</th>
</tr>
</thead>
<tbody>
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</table>

Owner/Mgr:

<table>
<thead>
<tr>
<th>Cylinder Master size</th>
<th>Cylinder Slave Size</th>
<th>Cylinder Slave Size</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

Technicians certified by the Manufacturer

Yes ☐ No ☐ If No, have you advised the owner that your not being certified may affect his/her insurance or warranty of the system.

Maintenance shall be conducted in accordance with applicable codes and the manufacturers maintenance manuals.

Equipment Protected (left to right)

- Filters are listed and in proper position?
- Proper clearance from flame to filters?
- Damper Operates as intended?
- Proper separation between fryers and open flame?
- Proper portable fire ext. in accessible location?
- Personnel instructed in manual operation?
- Operating instructions posted in a conspicuously?
- Manual and remote set/seals in place?
- System operational & seals in place?

Tests and Maintenance

- Hydrostatic test, 12 yr. Last date test?
- Cleaned cylinder and mount?
- Actuating test from pull station?
- Actuating test from fusible link?
- Acting test from electrical detection?
- Fusible link checked, cleaned or replaced?
- Connection to fire alarm test?
- Fuel shutoff tested?
- Exhaust Fan tested and is operational?

Hydrostatic test required every 12 years

- Dry Chemical Containers?
- Wet Chemical Containers?
- Hoses and fittings?
- Auxiliary Pressure Containers?

Comments:

I state that the information on this form is correct at the time and place of my inspection, and that all equipment was tested in conformance with applicable codes and the Manufacturers requirements and at this time was left in operational condition upon completion of this inspection except as noted in comments.

Technician Stamp | Date | Time | Owner or Authorized Agent
## Inspection, Testing and Maintenance of Unit Equipment for Emergency Lighting

### Service Company

<table>
<thead>
<tr>
<th>Monthly</th>
<th>Annual</th>
<th>Page ______ of ______</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Service</td>
<td>Time</td>
<td>Manufacturer:</td>
</tr>
<tr>
<td>Contact Person:</td>
<td>Phone:</td>
<td>Fax:</td>
</tr>
<tr>
<td>Building Name:</td>
<td>Owner:</td>
<td>Phone:</td>
</tr>
<tr>
<td>Address:</td>
<td></td>
<td>City:</td>
</tr>
</tbody>
</table>

### Monthly Inspection and Tests

<table>
<thead>
<tr>
<th>Location of Unit</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>G</th>
<th>H</th>
<th>On</th>
<th>Off</th>
<th>Comments</th>
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</tbody>
</table>

### Annual Tests

<table>
<thead>
<tr>
<th>Time</th>
<th>Comments</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Monthly Tests</th>
<th>Annual Tests</th>
</tr>
</thead>
<tbody>
<tr>
<td>A - Pilot lights are functioning?</td>
<td>G - Test to ensure lights function for a duration equal to design duration to ensure charging system is functioning.</td>
</tr>
<tr>
<td>B - Terminal connections clean - lubricated?</td>
<td>H - Test charging conditions for voltage &amp; current recovery period.</td>
</tr>
<tr>
<td>C - Terminal clamps clean and tight?</td>
<td>F - Test to ensure light function - power loss?</td>
</tr>
<tr>
<td>D - Battery surface clean and dry?</td>
<td>E - Electrolyte level and specific gravity, OK?</td>
</tr>
</tbody>
</table>

I state that the information on this form is correct at the time and place of my inspection, and that all equipment was tested in conformance with applicable codes and the Manufacturers requirements and at this time was left in operational condition upon completion of this inspection except as noted in comments.

<table>
<thead>
<tr>
<th>Technician Stamp</th>
<th>Date</th>
<th>Time</th>
<th>Owner or Authorized Agent</th>
</tr>
</thead>
</table>
## Inspection, Testing and Maintenance of Fire Alarm Systems

### Service Company
<table>
<thead>
<tr>
<th>Date of Service</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Inspection</td>
<td>Initial Inspection</td>
</tr>
<tr>
<td>Single Stage</td>
<td>Two Stage</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Direct Connection</th>
</tr>
</thead>
<tbody>
<tr>
<td>yes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Manufacturer:</th>
<th>Model #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Name:</td>
<td>Contact Person:</td>
</tr>
<tr>
<td>Address:</td>
<td>Owner:</td>
</tr>
<tr>
<td>City:</td>
<td>Postal Code:</td>
</tr>
<tr>
<td>Central Station:</td>
<td>Phone:</td>
</tr>
</tbody>
</table>

### “Yes”- Acceptable    “No” - Unacceptable   (Explain No answers in comments)

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>The Fire alarm system is now fully functional</td>
</tr>
<tr>
<td></td>
<td></td>
<td>The Fire alarm system has deficiencies noted on the pages attached.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>The Fire Alarm System is tested in accordance with CAN/ULC S536-97</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sequence of Operation confirmed and tested.</td>
</tr>
</tbody>
</table>

### Technicians After-test Checklist
- Reconnect time limit cutouts?
- Reconnect ancillary functions?
- Reconnect ancillary functions (off site connections)?
- Reconnect signal power?
- Advise fire department the testing is completed?
- Ensure that the alarm system is functional?

### Comments

---

I state that the information on this form is correct at the time and place of my inspection, and that all equipment was tested in conformance with applicable codes and the Manufacturers requirements and at this time was left in operational condition upon completion of this inspection except as noted in comments.

<table>
<thead>
<tr>
<th>Technician Stamp</th>
<th>Date</th>
<th>Time</th>
<th>Owner or Authorized Agent</th>
</tr>
</thead>
</table>
**Inspection, Testing and Maintenance of Fire Alarm Systems**

<table>
<thead>
<tr>
<th>Date</th>
<th>Building Name</th>
</tr>
</thead>
</table>

- “Y” Yes - Tested correctly
- “X” No - Did not test correctly (Explain NO answers in comments)
- “NA” Not applicable

### Control Unit Tests
- Power on visual indicator?
- Common visual trouble signal?
- Common audible trouble signal?
- Trouble signal silence switch?
- Main Power supply failure trouble signal?
- Ground fault tested on positive and negative trouble signal?
- Alert signal operation?
- Alarm signal operation?
- Automatic transfer from Alert signal to Alarm signal?
- Acknowledge switch operation?
- Alarm signal silence inhibit?
- Alarm signal silence operation?
- Alarm signal silence visual indication?
- Alarm signal when silenced automatically reinstate on subsequent alarm?
- Alarm signal silence automatic cut-out timer?
- Input circuit alarm and supervisory operation including visual indicator?
- Input circuit trouble operation?
- Output circuit alarm operation?
- Output circuit trouble operation?
- Visual indicator test (lamp test)?
- Coded signal sequence operate not less than the required number of times and the correct alarm signal thereafter?
- Coded signal sequences are not interrupted by subsequent alarms?
- Input circuit to output circuit operation including ancillary device, for correct matrix operation?
- Reset operation?
- Main power to emergency power supply transfer?
- Data communications link (DCL) supervision & operation?
- Control unit interconnection to monitoring station?

### Control Unit Inspection
- Input circuit designations, correctly identified in relation to connected field devices?
- Output circuit designations correctly identified in relation to connected field devices?
- Designations for common control functions & indicators?
- Cabinet, plugin components and modules securely in place?
- Plugin cables securely in place?
- Terminal connecting to wiring to field devices secure?

### Annunciator Inspection & Tests
- Power on indicator?
- Individual alarm and supervisory zone indication?
- Individual alarm and supervisory zone indication labels?
- Common trouble signal?
- Visual indicator test - Lamp test?
- Input wiring from control unit is supervised?
- Alarm signal silence visual indication?
- Switches for ancillary function operate as intended?
- Other ancillary function visual indicators?
- Manual activation of alarm signal and indication?
- Fused with mfgs marked rating of the system?
- Adequate to meet the requirements of the system?
- Battery type as recommend by manufacturer?
- Correct rating as determined by battery calculations on full system load?
- Battery voltage main power on? ______Vdc?
- Battery voltage and current with main power supply “off” and fire alarm in supervisory condition?
- Battery voltage ______Vdc  Current ______mA
- Battery voltage and current with main power supply “off” and fire alarm in full load?
- Battery voltage ______Vdc  Current ______mA
- Charging current is ______mA
- Inspected for physical damage?
- Terminal cleaned and lubricated?
- Terminals clamped tightly?
- Correct Electrolyte level?
- Specific gravity within mfg specifications?
- Electrolyte leaks?
- Adequately ventilated?
- Within manufacturer’s rated life date code?
- Disconnection causes trouble signal?
- Perform battery tests demonstrating specified battery operation as in Appendix “F”?
- (1) Full load operation A-F1
- (2) Silent test A-F2
- (3) Silent accelerated test A-F3

### Generator Power Supply
- Provides power to AC circuit serving the fire alarm?
- Trouble condition at the em gen shall result in an audible common trouble signal and a visual indication at the required annunciator?

### Remote Trouble Inspection and Testing
- (1) input wiring from control unit is supervised?
- (2) Visual trouble signal?
- (3) Audible trouble signal?
- (4) Audible trouble signal silence feature?
**Inspection, Testing and Maintenance of Fire Alarm Systems**

<table>
<thead>
<tr>
<th>Date</th>
<th>Building Name</th>
</tr>
</thead>
</table>

“√” Yes - Tested correctly    “X” No - Did not test correctly (Explain NO answers in comments)
“NA” Not applicable

<table>
<thead>
<tr>
<th>Sequential Display Inspection and Testing</th>
<th>Voice Communication Inspection/Tests</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual alarm and supervisory input can be retrieved until system is reset?</td>
<td>Common visual trouble signal?</td>
</tr>
<tr>
<td>Clearly indicated and separately designated?</td>
<td>Common audible trouble signal?</td>
</tr>
<tr>
<td>Individual alarm and supervisory input designation</td>
<td>Trouble signal silence switch?</td>
</tr>
<tr>
<td>Labels are properly identified?</td>
<td>All call voice paging including visual indicator?</td>
</tr>
<tr>
<td>Alarm input overrides supervisory and trouble input?</td>
<td>Output circuits for selective voice paging and visual.</td>
</tr>
<tr>
<td>Supervisory input overrides trouble input?</td>
<td>Output circuits for selective voice paging trouble/visual</td>
</tr>
<tr>
<td>Display can be manually advanced?</td>
<td>Microphone including press to talk switch?</td>
</tr>
<tr>
<td>First alarm is clearly identified each time it is displayed</td>
<td>Operation of VC systems does interfere with initial inhibit time of alert and alarm signal.</td>
</tr>
<tr>
<td>Alarm and supervisory input can be retrieved until system is reset?</td>
<td>All call voice paging operates on emergency power?</td>
</tr>
</tbody>
</table>

**Printer Testing**

- Operation as intended?
- Zone of each alarm initiating device is correctly printed?
- Rated voltage is present?

**Printers located in Proprietary Control Centers**

- Events and acknowledgements are automatically printed?
- Time and date is recorded by the printer?
- Each event is recorded as they occur?
- System records status changes with loss of data?
- Paper advances automatically such that print record is visible?
- Printer operates under loss of main power supply?
- Printer is monitored for “low paper” and “paper out”?
- Circuits for emergency telephone call in operation including audible and visual indication
- Circuits for emergency telephone for operation, including two way voice communication?
- Circuits for emergency telephones trouble and visual ops.
- Emergency telephone verbal communication?
- Emergency telephone operable or in-use tone at handset.
- Emergency telephone call-in lamp?
- Emergency telephone call-in audible signal?
- All telephone zone select switches individually tested?
- Individual telephone zone select indicators?

**Ancillary Device Testing**

<table>
<thead>
<tr>
<th>Circuit</th>
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**Additional Comments:**

<table>
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<th>Additional Comments:</th>
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</table>
## Inspection, Testing and Maintenance of Fire Alarm Systems

### Individual Device Record

<table>
<thead>
<tr>
<th>Date:</th>
<th>Annual Inspection</th>
<th>Page of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Name:</td>
<td>Address:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>A. Correctly installed.</th>
<th>B. Requires Service, Repairs, missing, or cleaning</th>
<th>C. Alarm operation confirmed</th>
<th>D. Annunciator indication confirmed.</th>
<th>E. Circuit number or address</th>
<th>F. Supervision and ground fault detection</th>
<th>G. Smoke detector sensitivity testing</th>
</tr>
</thead>
</table>

"√" Yes - Acceptable  "X" No – Unacceptable (Explain NO answers in comments)  "NA" Not applicable

<table>
<thead>
<tr>
<th>Device</th>
<th>Location</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>G</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>Manual Pull station</td>
<td>DS Duct smoke detector</td>
<td>B Bell</td>
<td>AD Ancillary device</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HT</td>
<td>Heat detector, non restorable</td>
<td>SFD Supporting field device - monitor</td>
<td>H Horn</td>
<td>ET Emergency Telephone</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RHT</td>
<td>Heat detector, Restorable</td>
<td>FS Sprinkler flow switch</td>
<td>V Visual signal appliance</td>
<td>--- Other supervisory devices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>S</td>
<td>Smoke detector</td>
<td>SS Sprinkler supervisory device</td>
<td>SP Cone type speaker</td>
<td>--- Other type of detector</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RI</td>
<td>Remote indicator unit</td>
<td>EM Fault isolation module</td>
<td>HSP Horn type speaker</td>
<td></td>
<td></td>
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</tbody>
</table>

Note: Confirmation of wiring supervision to each individual device is only required during an initial inspection and test or verification, and is not required at the annual test.
<table>
<thead>
<tr>
<th>Device</th>
<th>Description</th>
<th>Type</th>
<th>Model No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>Manual Pull station</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HT</td>
<td>Heat detector, non restorable (Note 9)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RHT</td>
<td>Heat detector, Restorable (Note 9)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S</td>
<td>Smoke detector (Note 1, 2 &amp; 9)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RI</td>
<td>Remote indicator unit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DS</td>
<td>Duct smoke detector (Note 1, 3 &amp; 9)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SFD</td>
<td>Supporting field device (monitor)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FS</td>
<td>Sprinkler flow switch (Note 4)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SS</td>
<td>Sprinkler supervisory device (Note 5)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EM</td>
<td>Fault isolation module</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>Bell</td>
<td></td>
<td></td>
</tr>
<tr>
<td>H</td>
<td>Horn</td>
<td></td>
<td></td>
</tr>
<tr>
<td>V</td>
<td>Visual signal appliance</td>
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</tr>
<tr>
<td>SP</td>
<td>Cone type speaker</td>
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</tr>
<tr>
<td>HSP</td>
<td>Horn type speaker</td>
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<td></td>
</tr>
<tr>
<td>AD</td>
<td>Ancillary device (Note 8)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ET</td>
<td>Emergency Telephone</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>Other supervisory devices (Notes 6 &amp; 7)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>Other type of detector</td>
<td></td>
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</tbody>
</table>

Note 1. Smoke detector sensitivity measurement and cleaning date should be recorded in the remarks column.

Note 2. Status change, including time delay, should be recorded in the remarks column.

Note 3. Duct smoke detector pressure differential should be confirmed and recorded in the remarks column.

Note 4. Time delay setting of water flow switch should be recorded in the remarks column.

Note 5. Sprinkler supervisory switches cause trouble condition to be annunciated but not an alarm condition.

Note 6. Upper and lower pressure setting of supervisory devices should be recorded in the remarks column.

Note 7. Low temperature setting should be recorded in the remarks column.

Note 8. Identify the specific ancillary devices in the remarks column.

Note 9. Identify date fire detector was changed.

Caution: The tests reported on this form do not include the actual operational test of ancillary devices.
## Summary of Tests in accordance with the BC Fire Code and referenced documents

<table>
<thead>
<tr>
<th>System</th>
<th>#1</th>
<th>#2</th>
<th>#3</th>
<th>#4</th>
<th>#5</th>
<th>#6</th>
</tr>
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<tbody>
<tr>
<td>Wet</td>
<td></td>
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<tr>
<td>Dry pipe partial test</td>
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<tr>
<td>Dry pipe full flow test</td>
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<tr>
<td>Deluge</td>
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<tr>
<td>Preaction</td>
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<tr>
<td>Other</td>
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<tr>
<td>Area of coverage</td>
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<tr>
<td>Size (gallons)</td>
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<td>Manufacturer</td>
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<tr>
<td>System Water Pressure</td>
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<tr>
<td>Supply Water Pressure</td>
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<tr>
<td>System Air Pressure</td>
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<tr>
<td>Trip Pressure</td>
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<tr>
<td>Trip Time</td>
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</tr>
</tbody>
</table>

**Comments:**

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

I state that the information on this form is correct at the time and place of my inspection, and that all equipment is tested in conformance with applicable codes and the Manufacturers requirements and at this time was left in operational condition upon completion of this inspection except as noted in comments.

<table>
<thead>
<tr>
<th>Technician Stamp</th>
<th>Date</th>
<th>Time</th>
<th>Owner or Authorized Agent</th>
</tr>
</thead>
</table>
## Inspection, Testing and Maintenance of Fire Sprinkler Systems

**Date:**

**Building Address:**

**Important:** All inspection and testing items on this form shall be done during the Annual Inspection unless otherwise documented in writing.

<table>
<thead>
<tr>
<th>Inspections</th>
</tr>
</thead>
<tbody>
<tr>
<td>“√” Yes - Satisfactory “X” - NO Unsatisfactory “NA” - Not applicable (No answers explain in comments)</td>
</tr>
</tbody>
</table>

**Daily / weekly if low temperature alarms are installed.**

- (a) Enclosures - dry-pipe or deluge valves maintaining 40F/4C?
  - Weekly
  - Relief port on reduced pressure backflow prevention assemblies are free from discharge?

**Weekly items which can be performed monthly if supervised or locked.**

- Gauges on dry, preaction and deluge systems in good condition?
- Inspect air pressure and water pressure?
- Control valves and isolation valves on backflow prevention devices
  - (a) in correct (open or closed) position?
  - (b) Sealed, locked or supervised and accessible?

**Monthly Inspection items.**

- Preaction and deluge valves inspected externally & free from damage?
- Trim valves in open or closed position & no leakage at valve seat?
- Electrical components in service?
- Gauges wet pipe in good condition and normal water pressure is being maintained?
- Dry pipe valve/quick opening devices shall be inspected externally?
- Backflow prevention assemblies shall be inspected? (locked or Supervised)
- Control valves shall be inspected?
- Alarm valves shall be inspected externally?

**2 Month inspection item.**

- (a) Inspect electrically supervised valves?

**Quarterly inspection items**

- Alarm devices inspected to verify they are free from physical damage?
- Hydraulic name plate to ensure it is attached to sprinkler riser?
- Pressure regulating control valves shall be inspected?
- Sprinkler pressure regulating & control valves shall be inspected?
- Fire department connection?

**Annual inspection items.**

- Buildings- prior to freezing weather?
- Hangers and seismic braces inspected from floor level?
- Pipe and fittings shall be inspected from floor level?
- Sprinklers shall be inspected from floor level?
- Spare sprinklers shall be inspected?
- Interior of dry pipe valve shall be inspected at time of trip test?
- Preaction/deluge valves shall be inspected internally?
- Interior of dry-pipe, preaction, deluge valves internal inspection?

**Fifth year inspection items.**

- Gauges wet pipe in good condition and normal water pressure is being maintained?
- Alarm valves & strainers, filters and restriction orifices passed internal inspection?
- Preaction/deluge valves (supervised) priming water tested?
- Valve supervisory switches indicate movement?
- Low air pressure alarms tested in as per mfgs requirements?
- Preaction/deluge valves (supervised) priming water tested?
- Alarm device, test on drypipe, preaction or deluge system using bypass?
- Inspectors test connection opened? (wet pipe when not freezing)
- Bypass connection opened? (wet pipe in freezing dry pipe, preaction and deluge)
- Waterflow alarms passed tests?
- Dry pipe valves/Quick opening devices (supervised) priming water tested for compliance with manufacturers’ instructions?
- Quick opening devices passed test?

**Tests**

**2 Month Tests**

- Water flow actuated devices shall be tested?

**Quarterly**

- Control valves opened until spring or torsion is felt in the rod?
- Valve supervisory switches indicate movement?
- Low air pressure alarms tested in as per mfgs requirements?
- Preaction/deluge valves (supervised) priming water tested?
- Alarm device, test on drypipe, preaction or deluge system using bypass?
- Inspectors test connection opened? (wet pipe when not freezing)
- Bypass connection opened? (wet pipe in freezing dry pipe, preaction and deluge)
- Waterflow alarms passed tests?
- Dry pipe valves/Quick opening devices (supervised) priming water tested for compliance with manufacturers’ instructions?
- Quick opening devices passed test?

**Annual Testing**

- Are all sprinklers in service dated 1920 or later?
- Fast Response sprinklers in service for less than 20 yrs
- If “NO” test sample now and every 10 years?
- Specific gravity of antifreeze correct?
- All control valves operated thru full range and returned to normal?
- Pressure regulating valve shall pass a full flow test.
- Backflow prevention assemblies pass test accept by local authorities?
- Standard sprinklers less than 50 yrs old. If “no” has a sample been tested within 10yrs, If “no” test sample now and every 10yrs.
- Low temperature alarms in dry pipe, preaction and deluge valve enclosure passed test?
- Main Drain test shall be conducted on each system riser?
- Record Static pressure___________ psi/kpa?
- Residual pressure___________ psi/kpa?
- Are results comparable to previous tests?
Inspection, Testing and Maintenance of Fire Sprinkler Systems

Tests Continued

“√“ Yes - Satisfactory    “X” - NO    Unsatisfactory    “NA” - Not applicable (No answers explain in comments)

Preaction and deluge valve full flow trip test: (except where water cant be discharged) Test all systems simultaneously
Pressure reading at hydraulically most remote nozzle________ psi/kpa?
Residual pressure reading at valve____________ psi/kpa?
Was flow observed?
Are above readings comparable to design values?
Manual activation devices passed test?
Automatic air pressure maintenance devices passed test?

Dry pipe valve partial flow trip test?
Record initial air pressure____________ psi/kpa?
Water pressure __________________ psi/kpa?
Record tripping air pressure___________ psi/kpa?
Record tripping time______________ sec?
Are the results comparable to previous test?

Auto air maintenance devices on drypipe & preaction passed test?
Backflow devices passed backflow test?
All sprinkler pressure regulating control valves passed full flow test?
Dry-pipe full flow trip test to be done every 3rd year.
Record initial air pressure____________ psi/kpa?
Record Water pressure___________ psi/kpa?
Record tripping air pressure___________ psi/kpa?
Record tripping time______________ sec?
Was water delivered to inspectors test connection?
Are above results comparable to previous tests?
Tests to be done every fifth year.
Extra High, Very Extra High and Ultra High Temp sprinklers tested?
Gauges checked against calibrated gauge or replaced?

Maintenance

Regular Maintenance Items.
If sprinklers have been replaced, were they proper replacements?
Air leaks in dry-pipe system resulting in air pressure loss more than 10 psi/week repaired?
Dry-pipe systems being maintained in dry condition?
If any of the following were discovered, was an obstruction investigation conducted and the system flushed?
1. Defective intake screen for pumps taking suction from open sources?
2. Obstructive material discharged during waterflow tests?
3. Foreign materials found in dry-pipe valves, check valves or pumps?
4. Heavy discoloration of water during drain test or plugging of Inspectors test connection?
5. Plugging of sprinklers found during activation or alteration?
6. Plugging found in piping dismantled during alterations?

Failure to flush yard piping or surrounding public mains following new installation or repairs?
Record of broken mains in the vicinity?
Abnormally frequent false tripping of dry-pipe valves?
System is returned to service after an extended period of service?
There is reason to believe the system contains sodium silicate?

Annual Maintenance Items
Operating stem of all OS&Y valves lubricate, completely closed. and reopened and lubricated.?
Interior of dry-pipe, preaction and deluge valves cleaned?
Low points drained in dry pipe, preaction & deluge systems prior to freezing weather?
Sprinklers and spray nozzles protecting commercial cooking equipment and ventilating systems replaced except for bulb-type which show no sign of grease buildup?
Inspection, Testing and Maintenance of Standpipe and Hose Systems

**Service Company**

<table>
<thead>
<tr>
<th>Date of Service</th>
<th>Time</th>
<th>Last Service Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Weekly</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Monthly</td>
<td>☐ Quarterly</td>
<td>☐ Third year</td>
</tr>
<tr>
<td>☐ Quarterly</td>
<td>☐ Annual</td>
<td>☐ Fifth year</td>
</tr>
</tbody>
</table>

- System in service on inspection? [☐ Yes ☐ No]
- Fire department connections? [☐ Yes ☐ No]
- Control valves locked/tamper open? [☐ Yes ☐ No]
- System equipped with a flow switch? [☐ Yes ☐ No]
- Fire pump? [☐ Yes ☐ No]
- Jockey pump? [☐ Yes ☐ No]
- Pressure regulating devices? [☐ Yes ☐ No]
- Shut off nozzles provided? [☐ Yes ☐ No]

**Building Name:**

**Address:**

**City:**

**Postal Code:**

**Length of hose provided**

**Supply Water gauge**

**psi/kpa**

**System Water gauge**

**psi/kpa**

**Owner:**

**Phone:**

**Fax:**

**Contact Person:**

**Phone:**

**Fax:**

**Owners Section**

- A. Is the building fully sprinklered? [☐ Yes ☐ No ☐ N/A]
- B. Is the building occupied? [☐ Yes ☐ No ☐ N/A]
- C. Has the occupancy classification & hazard of contents remained the same? [☐ Yes ☐ No ☐ N/A]
- D. Are all fire protection systems in service? [☐ Yes ☐ No ☐ N/A]
- E. Have modifications been done since last inspection? [☐ Yes ☐ No ☐ N/A]
- F. Was the system free of actuations of devices or alarms since last inspection? [☐ Yes ☐ No ☐ N/A]

**System Class**

- ☐ Class I
- ☐ Class II
- ☐ Class III

**Inspections**

- "✓" Yes - Satisfactory  "X" No - Unsatisfactory (explain NO answers in comments).  N/A - Not applicable

**Manual, semiautomatic, or dry standpipe valve operates smoothly?**

**Annual Inspection Items**

- **Hose**
- Free from mildew, cuts and deterioration?
- Couplings of compatible threads and undamaged?
- Gaskets in place and in good condition?
- Hose connected?
- Hose test not outdated?

**Nozzles**

- Nozzles & gaskets in place and good condition?
- No visible obstructions?
- Nozzles operate smoothly?
- Nozzle is intact with no parts missing?
- Full operation of adjustments such as pattern selection etc?

**Hose Storage Devices**

- Hose properly racked or rolled?
- Nozzle clips in place and nozzles contained?
- Devices undamaged, unobstructed and operable?
- Will racks swing out of the cabinet at least 90deg?

**Storage Cabinets**

- Cabinets have no corroded or damaged parts?
- Cabinets easy to fully open?
- Door glazing in good condition?
- Locks functioning in break-glass type cabinets?
- Cabinets accessible and identified?
- All parts, valves, hoses and fire extinguishers accessible?
- Adequate heat available to areas where wet pipe is located?

---

**Piping**

- Piping undamaged?
- Control valves undamaged?
- No missing or damaged pipe support devices?
- Supervisory devices undamaged?

**Hose Connections**

- Cap in place?
- Fire hose connection undamaged?
- Valve handles in place?
- Cap gaskets in place and in good condition?
- Restricting orifice in place?
Inspection, Testing and Maintenance of Standpipe and Hose Systems

Tests

Quarterly
- Waterflow alarms passed test and provide correct annunciation?
- Valve supervisory switches indicate movement?
- Control valves shall be opened until spring or torsion is felt in the rod?
- Jockey pump operational and in good condition?

3 Year Tests
- Backflow prevention assembly shall be tested at the design flow?

5 Year Tests
- Hose?

Annual Tests
- Hose nozzle?
- Hose storage device?
- Control valves shall be operated through its full range and returned to normal?
- Main Drain test shall be conducted on each system riser?
- Record Static pressure___________psi/kpa?
- Record Residual pressure___________psi/kpa?
- Are results comparable to previous tests?

Maintenance

Annual
- Nozzles - open and close and lubricate if necessary?
- Swing out Racks - lubricate and ensure proper operation?
- Hose reracked?

5 Year
- Check valves internally inspected and all parts operate properly, move freely and are in good condition?

Standpipe Hydrostatic and Flow Test

Initial Test Pressure?
End test pressure?
Start time?
End time?

Flow Test
- Static pressure?
- Residual Pressure?
- Nozzle diameter?
- Pitot pressure?

Comments:

I state that the information on this form is correct at the time and place of my inspection, and that all equipment was tested in conformance with applicable codes and the Manufacturers requirements and at this time was left in operational condition upon completion of this inspection except as noted in comments.

Technician Stamp  Date   Time   Owner or Authorized Agent