



Valley Regional Fire Authority Office of the Fire Marshal

2905 C Street SW, Auburn, WA 98001
Phone: (253) 288-5870 ♦ Fax: (253) 288-5970
www.vrfa.org/FireMarshal ♦ Fire.Marshall@vrfa.org



Acceptance Testing/Inspection Checklist for:

Fire Sprinkler System Final Inspection

This checklist is intended as a guide to assist customers with preparing for their inspections. We endeavor to keep all information updated, but the inspector/reviewer has ultimate authority to decide any issues. Please contact the VRFA to get specific information concerning your project.

Applicable Codes and Standards:

- COA– City of Auburn Municipal Code (2015)
- 2015 IFC– International Fire Code, 2015 Edition
- ASME A17.1 – American Society of Mechanical Engineers Safety Code for Elevators (2010)
- NFPA 72 – NFPA Standard for the Installation of Fire Alarm Systems (2010)
- NEC – National Electric Code (2011)

Inspection Basics:

Yes	No	Item	Code Section
		Building address posted and visible from the street?	2015 IFC: 505.1
		Applicable construction permit posted?	2015 IFC 105.3.5
		Approved plans on site?	2015 IFC 105.4.6

*If any of these are “No” – the inspection may be failed immediately

Key Information:

Yes	No	Item	Code Section
		Is the NFPA 13 Above Ground Piping Certification completed by the installer and a copy available for your records?	NFPA 13, 24.1
		Is the sprinkler valve room clearly labeled on the access door?	2015 IFC 509.1
		Are all valves open to allow water to flow into the system?	
		Are all valves and flow switches being monitored by an approved and operational fire alarm system?	2015 IFC 903.4
		Is there normal pressure on the system gauges?	
		Is there at least one system calc plate posted illustrating the design residual/static pressures and other required design information? New systems also must have a permanent General Information Sign posted at the system/riser.	NFPA 13,24.5 and 24.6
		Are there at least 6 sprinkler heads (at least two for each type of head) and a sprinkler wrench in the sprinkler valve room?	NFPA 13, 6.2.9.1
		After a visual inspection of the system layout, is the system installed per the approved plans?	2015 IFC 903.3
		Is the spacing between sprinkler heads at or below the	NFPA 13, 8.5.3

		maximum permitted by NFPA 13 or the listing (typical spacing between heads does not exceed 15ft in light or ordinary hazard systems)	
		Is the spacing between sprinklers and walls no greater than ½ the allowed spacing between heads?	NFPA 13, 8.6.3.2.1
		Are all sprinklers at least 4" from any wall?	NFPA 13, 8.6.3.3
		Are additional sprinklers provided under fixed obstructions greater than 4 feet wide (HVAC duct work, low ceilings, etc)?	NFPA 13, 8.6.5.3.3
		Is adequate clearance to storage provided (typically 18 inches)	NFPA 13,8.5.6
		Are sprinkler heads located within 12 inches of the ceiling or roof peak? (See NFPA 13 Chapter 8 for spacing and distances near obstructed construction)	NFPA 13, 8.6.4.1.1
		Are there any dirty, painted, damaged or obstructed sprinkler heads?	NFPA 13, 6.2.6.2
		Are all enclosures, ceiling assemblies and ceiling tiles completely installed? Check for proper heating and insulation of piping.	NFPA 13, 3.7.2 and 8.16.4.1
		Are all valves and system components clearly labeled and accessible? This includes sectional control valves and drains throughout the system.	NFPA 13, 8.1.2

Main Drain Test and Flow Tests:

Yes	No	Item	Code Section
		Has notification been made to the alarm company, building occupants, and Valley Communications Center (253.852.2121) to advise them that the system is being tested?	2015 IFC 901.7
		Can the main drain be opened fully without causing water damage?	NFPA 13, 24.2.3
		Be sure to note the static pressure and the designed residual pressure prior to beginning the test. Open the main drain valve and let it run. When the pressure stabilizes, did the pressure drop and stay at or above the designed residual pressure?	NFPA 13, 2.3.4.1
		Did the fire alarm activate within 90 seconds? Be sure to test all flow alarms.	2015 IFC 903.4.2
		Did the alarm company and Valley Communication Center receive the exact building address(es) involved and the specific type/ location of alarm? Test at least one alarm all the way through to dispatch.	2015 IFC 903.4.1

Dry System/Pre-Action System Trip Test:

Yes	No	Item	Code Section
		Has notification been made to the alarm company, building occupants, and Valley Communications Center (253.852.2121) to advise them that the system is being tested?	2015 IFC 901.7
		Can the remote inspectors test valve be opened fully without causing water damage?	NFPA 13, 24.2.3.2.1
		Be sure to note the static pressure and the designed residual pressure prior to beginning the test. Open the inspectors test valve and let it run. Was there clear, consistent water flow present at the inspectors test valve discharge within about 60 seconds?	NFPA 13, 24.2.3.2.2

		Did the fire alarm activate within 90 seconds? Be sure to test all pressure alarms (water flow switches prohibited in dry systems).	2015 IFC 903.4
		Did the alarm arriving at the dispatch center receive the exact building address(es) involved and the specific type and location of alarm?	2015 IFC 903.4.2
		Are the high and low pressure supervisory signals functional at about 2psi above/below the normal system air pressure?	NFPA 13, 7.2.6.6

Final Items:

Yes	No	Item	Code Section
		Is the system fully operational with all valves and system components in-service?	2015 IFC 901.6
		Have all other related inspections and permits been passed? (2015 IFC 901.5
		Is the system completely monitored by a functional and approved fire alarm system without any current trouble, supervisory, or alarm signals? (Verify that the fire alarm system is not out-of-service with Valley Communication Center).	2015 IFC 901.7
		Does the entire system appear to be installed per NFPA 13 or 13R and the proper certificates of completion submitted to the AHJ?	2015 IFC 903.3

Yes	No		
		Is work and /or test approved by the VRFA?	
		Is further work and/or testing required? (see punch list below)	
