



## Petaluma Fire Department

11 English Street  
 Petaluma, CA 94952  
<http://cityofpetaluma.net>

### QUARTERLY FIRE SPRINKLER MAINTENANCE FIELD INSPECTION GUIDE

Fire Prevention Bureau  
 Phone: (707) 778-4389  
 Fax: (707) 776-3642  
 Email: [firemarshal@ci.petaluma.ca.us](mailto:firemarshal@ci.petaluma.ca.us)

Property Name: \_\_\_\_\_ Property Address: \_\_\_\_\_

**\*\*IMPORTANT\*\***

Ensure you have made enough blank copies of this form (One complete form is required for each quarterly inspection)

Inspection Date: \_\_\_\_\_ Inspector: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

<b>FIRE DEPARTMENT CONNECTION (FDC)</b>	<b>NEEDS REPAIRS</b>	<b>REPAIR DATE</b>	<b>OK</b>	<b>INITIAL</b>
1. Visible and accessible				
2. Couplings swivel smoothly & undamaged				
3. Caps in place & undamaged				
4. Gaskets in place & in good condition				
5. Identification signs are in place				
6. The check valve is not leaking				
7. The automatic drain valve in place & operating				
8. The FDC clapper in place & operating				
<b>CONTROL VALVES&amp;POST-INDICATING VALVES</b>				
1. In the normal open or closed positions				
2. Properly sealed, locked, or supervised				
3. Accessible				
4. Provided with appropriate wrenches				
5. Free from external leaks				
6. Provided with appropriate identification				
<b>SPRINKLERS</b> (May be inspected from ground level)				
1. A minimum of 18" of clearance below heads				
<b>RISER &amp; GAUGES</b>				
1. In good condition				
2. Normal water supply pressure is maintained				
3. Hydraulic name plate affixed and legible				
<b>ALARM DEVICES</b>				
1. Ensure no physical damage & signage provided on exterior water flow alarms				