

JOB INFORMATIONDate:

Job Name:

Address:

City: State:

Fire Sprinkler Contractor:

Other Job Notes:

Fire Pump InformationPump Manufacturer F.P. Type:Pump Model Pump S.N.GPM Rating PSI RatingPSI Rating at 150 % Churn Rating**Fire Pump Controller Information**Fire Pump Controller Manufacturer Controller Type:Fire Pump Controller Serial # Controller Mod. #Jockey Pump Panel Mod. # JP Panel Ser. #**Motor/Driver Information**Motor Manufacturer Motor S.N.Motor Mod # Motor Horse PowerLocked Rotor Code Service FactorDesign Letter Voltage**FIRE PUMP ROOM / ENCLOSURE**Does the pump room have fire protection? YES NO N/AOther

Pump room secured?	YES	NO	N/A
	Other		
Pump room heated?	YES	NO	N/A
	Other		
Reviewed NFPA requirement to maintain 40 deg. F with those present:	YES	NO	N/A
	Other		
Does the pump room have a floor drain?	YES	NO	N/A
	Other		
Suction, discharge, and bypass valves open?	YES	NO	N/A
	Other		
Piping free of leaks?	YES	NO	N/A
	Other		
Pump gauges okay?	YES	NO	N/A
	Other		

Cistern = Top of water to center line of pump

Static pressure from city or stored water supply

Electrical

Are there any signs of corrosion on circuit boards, cracked wire insulation, or signs of water on electrical components?	YES	NO	N/A
	Other		
Does fire pump controller have separate service connection from the power utility or campus distribution system?	YES	NO	N/A
	Other		
Was all wiring including control inter-wiring for pump(s), emergency power supply, and the jockey pump completed and checked by the electrical contractor prior to the initial start-up and acceptance test?	YES	NO	N/A
	Other		
Does the electrical contractor feel that proper conductor size used?	YES	NO	N/A
	Other		
If there is a disconnect installed is it rated for locked rotor?	YES	NO	N/A
	Other		
If Wye / Delta were 6 conductors run to the motor?	YES	NO	N/A
	Other		

Does line voltage match the panel voltage?	YES	NO	N/A
	Other		
Does line voltage match the motor voltage?	YES	NO	N/A
	Other		
Has the panel been penetrated per manufacturers recommendations?	YES	NO	N/A
	Other		
Is the fire pump controller mounted securely?	YES	NO	N/A
	Other		
If equipped with standby generator will it be ready at the time of the test?	YES	NO	N/A
	Other		
Who is the electrical contractor?			

Pump Piping and Water Supply

What is the source of water?			
If a tank or cistern is used what is the tank made of?			
Approximate stored water supply in gallons?			
Is there an auto-fill connection?	YES	NO	N/A
	Other		
Is there a backflow device on the supply side of the pump?	YES	NO	N/A
	Other		
Was the underground flushed by others?	YES	NO	N/A
	Other		
Was a hydrostatic test performed on associated pump piping?	YES	NO	N/A
	Other		
If required was a vortex plate installed?	YES	NO	N/A
	Other		
If required was a suction screen installed?	YES	NO	N/A
	Other		
Are the pump and driver mounted securely?	YES	NO	N/A
	Other		

Does it appear that proper sized rod was used for mounting methods?	YES	NO	N/A
	Other		
Does it appear that proper hanging & support methods were used?	YES	NO	N/A
	Other		
Is proper valve (OS&Y) installed on suction side of pump?	YES	NO	N/A
	Other		
Is 10 pipe diameters required for this pump?	YES	NO	N/A
	Other		
Was 10 pipe diameters met?	YES	NO	N/A
	Other		
If butterfly valve was installed on the suction side of the pump was the 50 foot distance from pump suction met?	YES	NO	N/A
	Other		
Is the pump suction the proper size?	YES	NO	N/A
	Other		
Is the eccentric reducer installed correctly?	YES	NO	N/A
	Other		
Is air relief installed correctly?	YES	NO	N/A
	Other		
Is fire pump discharge valve and check valve installed correctly?	YES	NO	N/A
	Other		
Is fire pump sensing line installed correctly?	YES	NO	N/A
	Other		
Is Jockey pump installed correctly?	YES	NO	N/A
	Other		
Is jockey pump discharge check valve and control valve installed correctly?	YES	NO	N/A
	Other		
Is jockey pump sensing line installed correctly?	YES	NO	N/A
	Other		
Is fire pump bypass line installed correctly?	YES	NO	N/A
	Other		

Is fire pump test header installed correctly?	YES	NO	N/A
	Other		
Is casing relief installed correctly?	YES	NO	N/A
	Other		
Is casing relief piped to proper drain?	YES	NO	N/A
	Other		
Is packing drain piped independently to proper drain?	YES	NO	N/A
	Other		
Pump packing drip rate verified and/ or set to proper drip rate?	YES	NO	N/A
	Other		

OPERATIONAL TESTS PERFORMED AT START-UP

Date of Start-up?	<input type="text"/>		
Set language, date, time, and pressure settings as needed?	YES	NO	N/A
	Other		
Verified all wire connections within the panel to include alarm wires?	YES	NO	N/A
	Other		
Verified conductor terminations at the motor ?	YES	NO	N/A
	Other		
Have the motor and pump drive shafts been aligned ?	YES	NO	N/A
	Other		
Has drive shaft coupling been greased?	YES	NO	N/A
	Other		
Performed 6 Manual pump starts	YES	NO	N/A
	Other		
Performed 6 Automatic pump starts with a pressure drop?	YES	NO	N/A
	Other		
Performed transfer to emergency power if so equipped?	YES	NO	N/A
	Other		
Performed 3 Automatic pump starts and 3 manual pump starts while on emergency power if so equipped?	YES	NO	N/A
	Other		

Performed a Manual "Emergency" operation and run for 5 minutes?	YES	NO	N/A
	Other		
Verified all alarms that are being sent from fire pump panel?	YES	NO	N/A
	Other		
Exercised Isolation switch and circuit breaker?	YES	NO	N/A
	Other		

PRESSURE SETTINGS

JOCKEY PUMP CUT IN: JOCKEY PUMP CUT OUT:

FIRE PUMP CUT IN:

FIRE PUMP STOP METHOD

Reviewed fire pump stop method with all those present for startup?	YES	NO	N/A
	Other		

Weekly test timer is set for?

CLOSEOUT ITEMS CHECKED BEFORE DEPARTURE

Fire pump left in the "Auto" position?	YES	NO	N/A
	Other		

Jockey pump left in the "Auto" position?	YES	NO	N/A
	Other		

Alarms returned to normal?	YES	NO	N/A
	Other		

ADDITIONAL JOB NOTES

Date of last drive shaft alignment? Date Unknown

OTHER NOTES:

PRESENT FOR TEST: