

**UNIVERSITY OF TOLEDO  
FACILITIES AND CONSTRUCTION**

<b>Section:</b>	<b>Plumbing</b>	<b>Procedure Number:</b>	<b>P-10</b>
<b>Subject:</b>	<b>Sprinkler System Inspection - HSC</b>	<b>Effective Date:</b>	<b>January 1980</b>
		<b>Revised Date:</b>	<b>November 2016</b>
<b>Facilities Officer:</b>	<i>Michael Thiel</i>	<b>Reviewed Date:</b>	<b>February 2023</b>

**Standard Operating Procedure**

A certified contractor will inspect and test all fire sprinkler systems on a quarterly basis Per NFPA90A, 1999 and complete all inspections within 12 months.

**Purpose**

To maintain and ensure proper operation of the fire sprinkler systems throughout all buildings.

**Procedure**

1. Call Campus Police (ext. 2600) and Central Control (ext. 4298) to alert them of pending inspections and test. Disconnect audible devices for buildings being tested.
2. Be sure to secure the main fire pump in the off position before testing commences. Notify the Campus Police that main fire pump is disabled and testing will be done from the "jockey pump".
3. Escort the contractor through the buildings to each test drain valve. When the testing is complete, re-enable the main fire pump and bring test results to the Facilities Maintenance office.
4. The main fire valves must be visually inspected at all points from the fire pump through each straight-out system.
5. The dry sprinkler system will be tested annually for alarm only and with a water flow test at test valve. All valves will be cleaned and reset.
6. Notify Campus Police and the Central Control Operators when the test is complete and fire pump is back in service.
7. Contractor to remit writer results of test to Facilities at end of test.