



## ELECTRIC FIRE PUMP INSPECTION CHECKLIST

**INSTRUCTIONS:** All fire pumps should be run and tested weekly. During pump operation, record results for each weekly test in the appropriate column for all items listed. If a need for repairs or adjustments is discovered during the weekly testing, they should be made immediately, following the manufacturer's instructions. Always operate pumps for 5 minutes after repairs to insure proper pump operation.

PLANT NAME	LOCATION													
<b>IMPORTANT:</b> Any pump that is not left in the automatic start mode at the end of tests is considered impaired. Report this condition to management and begin repairs immediately.														
<b>ITEMS LISTED FOR TESTING</b>		<i>USE SPACES BELOW TO RECORD TEST RESULTS</i>												
		<b>1ST WEEK</b>		<b>2ND WEEK</b>		<b>3RD WEEK</b>		<b>4TH WEEK</b>		<b>5TH WEEK</b>		<b>6TH WEEK</b>		
1. DATE FIRE PUMP TESTED	Day/Date/Yr.													
2. TESTED BY WHOM	Your Initials													
3. MOTOR RUNNING TIME (5 MINUTES WEEKLY MINIMUM-ELECTRICAL)	Length of Run in Minutes	Min.		Min.		Min.		Min.		Min.		Min.		
4. SUCTION PRESSURE (PSI)														
5. DISCHARGE PRESSURE (PSI)														
6. RPM (AT MAXIMUM SPEED)														
7. PUMP ROOM TEMPERATURE	Min. 40°F	°F		°F		°F		°F		°F		°F		
* 8. FIRE PUMP AUTOMATIC START PRESSURE SETTING (PSI)														
* 9. JOCKEY PUMP COMES ON AT (PSI)														
* 10. JOCKEY PUMP SHUTS OFF AT (PSI)														
11. ARE STUFFING BOX GLANDS AT PROPER TIGHTNESS?	SLOW DRIP	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	
12. START PUMP BY DROPPING PRESSURE ON PRESSURE SENSING LINE (OPEN PET COCK AND FLOW WATER). DID PUMP START AUTOMATICALLY ON PRESSURE DROP?														
13. DID YOU ACTUALLY OBSERVE SUCTION TANK OVERFLOW TO DETERMINE IF FULL?														
14. WERE THE RUNNING AND POWER OFF PUMP ALARMS TESTED SATISFACTORY TO CENTRAL MONITORING STATION?														
15. WAS PUMP LEFT IN FULLY AUTOMATIC STARTING MODE AT END OF TESTING AND IS GREEN "ON" LIGHT BURNING?														
<b>COMMENTS:</b> Describe the nature of any problems encountered for "NO" answers above and what was done for correction. Also state time and date repairs were completed and pump was returned to complete operating services:														

- The jockey pump should be set to maintain pressure equal to the fire pump rating plus static suction pressure plus 10 psi. The fire pump should be set to start 10 psi less than the jockey pump start pressure. Refer to NFPA 20 for guidance.

INSPECTOR'S SIGNATURE \_\_\_\_\_ SUPERVISOR'S SIGNATURE \_\_\_\_\_

**File for review by your *Paragon Risk Engineering* representative**