

FIRE PROTECTION SYSTEMS AND EQUIPMENT
INSPECTION, TESTING, AND MAINTENANCE

FREQUENCY CHART*

F-901.6.2 Records of all system inspections, tests and maintenance required by the reference standards shall be maintained on the premises for a minimum of 10 years and copied to the code enforcement official upon request.

Fire Extinguishers

Reference: NYSFC 901.6.1 & NFPA 10 (2007)

ITEM	ACTIVITY	FREQUENCY
Pressurized Water Wet Chemical	Visual Inspection	Monthly
	Thorough Examination	Annually
	Hydrostatic Testing	Every 5 years
Carbon Dioxide (CO2)	Visual Inspection	Monthly
	Weight Check & Examination	Annually
	Hydrostatic Testing	Every 5 years
Dry Chemical	Visual Inspection	Monthly
	Thorough Examination	Annually
	Periodic Maintenance	Every 6 years
	Hydrostatic Testing	Every 12 years
Halon Clean Agent	Visual Inspection	Monthly
	Thorough Examination	Annually
	Hydrostatic Testing	Every 12 years

- Where electronic monitoring meeting all provisions of the Fire Code exists (906.2), maintenance can be increased to 3 years.

Sprinkler Systems

Reference: NYSFC 901.6.1 and 903.5 & NFPA 25 (2008)

ITEM	ACTIVITY	FREQUENCY
*Gauges (dry, pre-action, deluge systems)	Inspection	Weekly/Monthly
*Control Valves	Inspection	Weekly-sealed Monthly- locked, tamper switch
Alarm Devices, i.e. water motor gongs	Inspection/Test	Quarterly
Vane Type and Pressure Switch waterflow devices	Tested	Semi-Annually
Gauges (wet pipe systems)	Inspection	Monthly
Hydraulic Nameplate	Inspection	Quarterly
Hangers/ pipe and fittings/ sprinklers/ spare sprinklers	Inspection	Annually
Fire Department Connections	Inspection	Quarterly
Valves (all types)	Inspection and Test	See NFPA 25 Table 13.1
Main Drain	Test	Annually
Antifreeze solution	Test	Annually

* If the gauge is electronically monitored, or chained and locked, then the inspection frequency shall be monthly.

Alternative Automatic Fire Extinguishing Systems

Reference: NYSFC 901.6.1, 904.1 & NFPA 17 (2009), NFPA 12 (2008), NFPA 12A (2004), NFPA 17A (2009), NFPA 25 (2008), NFPA 2001 (2008)

ITEM	ACTIVITY	FREQUENCY
Dry Chemical Fire Extinguishing Systems	Service, Inspect and Test	Every 6 months
CO2 Fire Extinguishing Systems	Inspect -Operational Condition High Pressure Cylinders: weighed & date of last hydro-test noted	Semiannually
	Check and Test	Annually
Halon 1301 Fire Extinguishing Systems	Agent Quantity and Pressure & inspect protected enclosure for penetrations Check Inspect and Test	Semi-annually
	Agent Quantity and Pressure Inspect protected enclosure for penetrations & System Inspect and Test	Annually
Clean-Agent Fire Extinguishing Systems	Agent Quantity and Pressure Inspect protected enclosure for penetrations & System Inspect and Test	Semi-annually Annually
	Maintenance	Every 6 months
Wet Chemical Fire Extinguishing Systems	Owners Inspection	Monthly
	Valves – Inspect/Test Main Drain- Test Water Flow alarms- Test	Weekly/Monthly Annually Annually

Fire Alarm Systems

Reference: NYSFC 901.6.1, 907.20 & NFPA 72 (2007) & NFPA 25 (2008)

ITEM	ACTIVITY	FREQUENCY
Initiating Devices	Visual Inspection	Semiannually
	Test	Annually
Alarm Notification Devices	Visual Inspection	Semiannually
	Test	Annually
Local Alarms	Test	Quarterly
Emergency Voice/Alarm Communications Equipment	Visual Inspection	Semiannually
	Test	Annually
Remote Annunciators	Visual Inspection	Semiannually
	Test	Annually
Central Station System	Test Circuits	24 Hours
	Transmitters	Annually
	Fire Alarm Boxes	Annually
Sensitivity Testing for smoke detectors	Checked	1 year after installation and then every alternate year

Fire Doors

Reference: NYSFC 703.4 and NFPA 80-07

ITEM	ACTIVITY	FREQUENCY
Horizontal and vertical sliding and rolling fire doors	Tested	Annually to confirm proper operation and full closure

* Based on Fire Code of New York State 2010 (19 NYCRR 1225)

Standpipe Systems

Reference: NYSFC 901.6.1 & NFPA 25 (2008) Table 6.1

ITEM	ACTIVITY	FREQUENCY
Control Valves	Inspect	Weekly/Monthly
Pressure Regulating Devices	Inspect	Quarterly
Piping and Hose Connections	Inspect	Annually
Cabinet, hose and hose storage device	Inspect/Re-rack	Annually
Alarm Devices	Test	Quarterly/Semi-Annually
Main Drain	Test	Annually
Hose Nozzle/Hose Storage device	Test	Annually
Hose	Test	After 5 years & then every 3 years thereafter
Flow Test and Hydro Test	Test	Every 5 Years

Fire Pumps

Reference: NYSFC 901.6.1, 913.5 & NFPA 25(2008) Table 8.1

ITEM	ACTIVITY	FREQUENCY
Electric Motor Driven Run Test	Test- No flow	10 minutes weekly
Diesel Driven Run Test	Test- No flow	30 minutes weekly
Flow Test	Test	Annually

Yard Hydrants

Reference: NYSFC 901.6.1, 508.5.2 & NFPA 25 (2008), Table 7.1

ITEM	ACTIVITY	FREQUENCY
Piping, exposed & underground	Tested	Every 5 years
Hydrants	Inspected & Tested	Flowed Annually

Water Tanks

Reference: NYSFC & NFPA 25, (2008), Table 9.1 and 13.1

ITEM	ACTIVITY	FREQUENCY
*Water Level	Inspected	Monthly/Quarterly
Control Valves	Inspected	Weekly- Sealed
	Test- position and operation	Monthly- locked, tamper switches
	Test- Supervision	Annually Semi-Annually
Tank exterior, supporting structure, catwalks or ladders	Inspected	Quarterly
**Tanks and Check Valves	Internal Inspection	Every 5 years

* During cold weather/heating season only. Tanks equipped with supervised water level alarms that are connected to a constantly attended shall be permitted to be inspected quarterly.

** Exception No. 1: The interior of steel tanks without corrosion resistance protection shall be inspected every 3 years.

Exception No. 2: The interior of pressure tanks shall be inspected every 3 years.

Emergency Power

Reference: NYSFC 604.4 & NFPA 110 (2005)

ITEM	ACTIVITY	FREQUENCY
Generators	Exercised	30 minutes Monthly
Generators	Load Test	Annually

Emergency Lighting

Reference: NYSFC 604.4.2

ITEM	ACTIVITY	FREQUENCY
Battery Operated Units	Load Tested	90 minutes annually
	Activation Test	30 seconds monthly

- Records to be maintained for 3 years

Elevators, Escalators and Dumbwaiters

Reference: NYSFC 606.1.1 and NYSBC 3001 and ASME A17.1- Appendix N Table-1

EQUIPMENT	PERIODIC INSPECTION (Performed by an Independent QEI Inspector)	TEST (Witnessed by an Independent QEI Inspector)
All passenger and freight elevators	Every 6 months	Every 12 months
Escalators and Moving Walkways	Every 6 months	Every 12 months
Dumbwaiters and Material Lifts	Every 12 months	Every 12 months
Platform and Chair Lifts	Every 6 months	Every 12 months

FIRE DRILLS:

Reference: NYSFC 408.3 and Table 405.2 & New York State Education Law, Article 17, Part 807

Group R2: Campus Residential Units	4 Drills per year	<ul style="list-style-type: none"> One must be conducted between Sept. 1st and Dec. 1st, One must utilize fire escapes when present One during the hours after sunset or before sunrise
Group B: Academic Buildings/Administrative Buildings	3 drills per year	<ul style="list-style-type: none"> One must be conducted between Sept. 1st and Dec. 1st, One must utilize fire escapes when present In buildings where summer sessions are conducted, one of the required drills must be held during the first week of such summer session
Group A: College and University Buildings	3 drills per year	<ul style="list-style-type: none"> One must be conducted between Sept. 1st and Dec. 1st, One must utilize fire escapes when present
Group A: Assembly Day Care	Quarterly One Monthly	<ul style="list-style-type: none"> For staff Authority of the Office of Children and Family Services

IMPORTANT MESSAGE

This list is not all inclusive. Individuals responsible for conducting, reviewing or approving any inspection, testing or maintenance are encouraged to review the applicable reference standard to ensure all requisite items are addressed. This is evidenced in that the inspection, testing and maintenance criteria for Water Based Fire Protection Systems specified in NFPA 25 and those relating to Fire Alarm Systems in NFPA 72 are very detailed. Additionally, OPFC stresses that all inspection, testing and maintenance work be thoroughly documented, and that those records be maintained, as required by the Fire Code of New York State 2010.

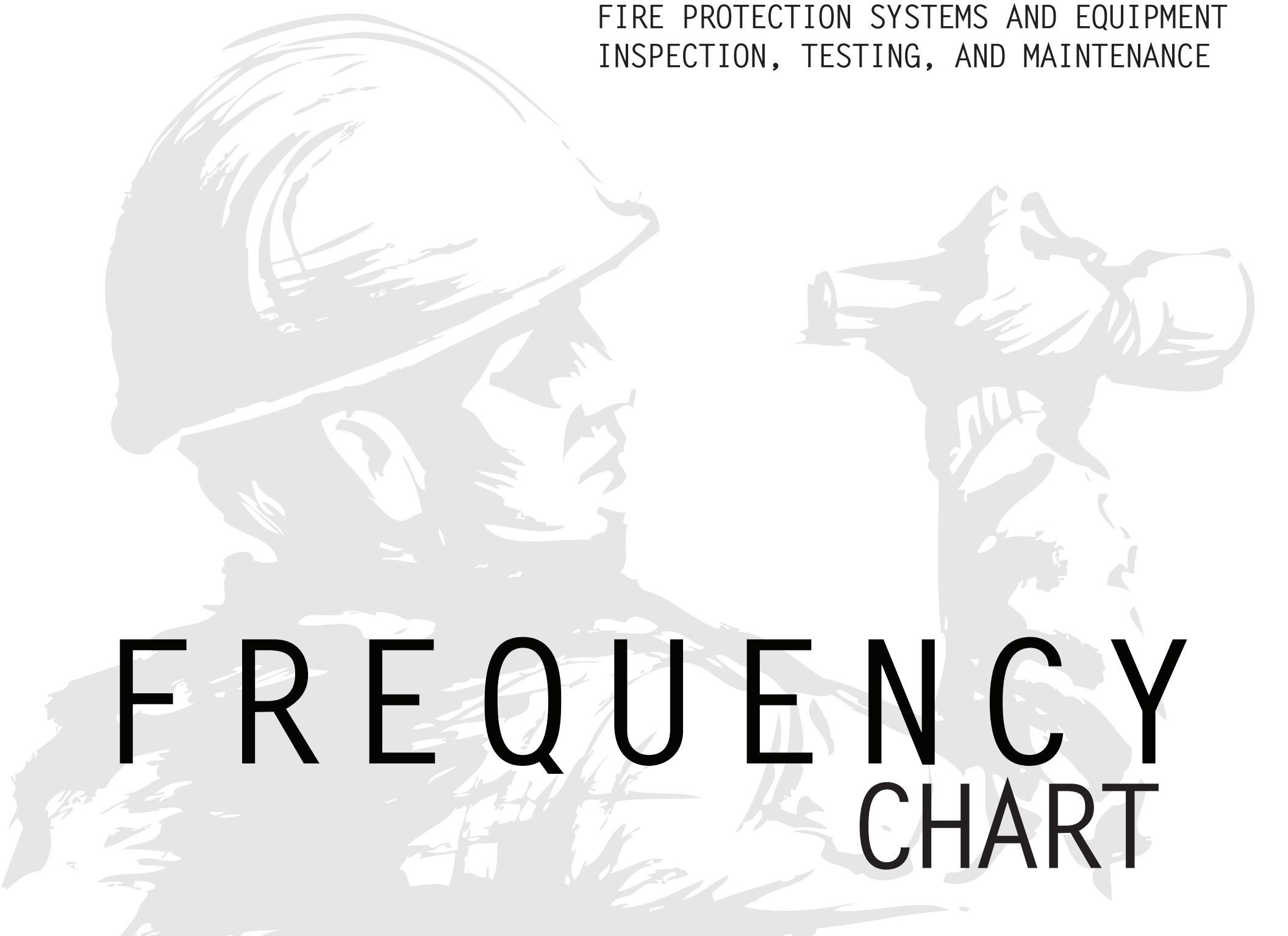
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