READY TO INSPECT — FIELD CHECKLIST

Fire department connection (FDC) quarterly maintenance checklist

A quarterly fire department connection round is short on purpose: it catches the wear items that fail between annual services. This checklist is sized for a tech with a phone. Every item says what to look at and the photo that proves the round happened. Work is commonly verified against NFPA 13, NFPA 25. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The building or facilities person walking to each FDC on the quarterly round, checking the inlets, caps and signage and the clear path to them from the street. When: Every quarter, and after any landscaping, paving or parking change near the connection, since a blocked or capless FDC is only discovered by the crew that needs it.

Inlets and caps

- [ ] **Caps present and inlet threads and swivels sound** — 2 photos required
  Cap, plug or breakable on each inlet, swivels turning by hand, threads clean and undamaged so a hose couples cleanly, no debris packed in the inlet.
- [ ] **Clapper and drainage at the inlet observed** — 1 photo required
  Inlet clappers swinging free and seating, no standing water suggesting the automatic drip is plugged, body and swivels free of corrosion.
- [ ] **Caps secured as their type requires** — No photo required
  Breakable caps whole and uncracked, locking caps locked with the key holder known, threaded plugs snug with chains attached, any cap that fails its type reported.
- [ ] **FDC body and inlet escutcheon free of impact damage** — 1 photo required
  Body, inlet flanges, escutcheon plate and wall or post mounting checked for vehicle or mower damage, cracks, bent inlets or a loose fitting at the wall.
- [ ] **FDC piping to the check valve dry and supported where exposed** — No photo required
  Where the line runs exposed, piping from the wall to the check valve free of leaks, corrosion and impact damage, hangers secure, and any exposure to freezing noted.

Signage and identification

- [ ] **Identification sign present and legible** — 1 photo required
  Sign at the FDC naming the system it serves legible and secured, matching what actually feeds behind it, not painted over.
- [ ] **Required inlet pressure sign legible where posted** — No photo required
  Where the design needs a pumping pressure posted at the FDC, the sign readable and agreeing with the hydraulic placard or design record, not faded or missing.
- [ ] **Locator sign or marking visible from the fire lane** — No photo required
  Where the FDC is set back or out of sight, the locator sign or marking the local fire department asked for present and readable from the apparatus position.

Access and approach

- [ ] **FDC visible and unobstructed from the street side** — 2 photos required
  Approach clear of landscaping, parking, stored material and snow, the connection visible from where a crew would stage, nothing chained or built across it.

- [ ] Working clearance around the inlets kept open
  Space around the inlets clear to the local fire department's or AHJ's requirement, no post, shrub, fence or wall close enough to stop a coupling or spanner turning.
  1 photo required

- [ ] Hose route from the fire lane and hydrant clear
  Fire lane striping and no-parking signs still in place, and the hose lay from the nearest hydrant to the FDC not cut off by new fencing, gates, curbs or grade changes.
  1 photo required

Report

- [ ] Missing caps and damage reported to the owner
  Missing or broken caps, damage, faded signs and blocked approaches reported to the owner before leaving, with the follow-up entered on the site record.
  No photo required

- [ ] Fire department told if the FDC can't be used
  An FDC that is blocked, damaged or leaking back handled under the owner's impairment procedure, the local fire department and monitoring company told, calls logged.
  No photo required