

Private fire hydrant quarterly maintenance checklist

A quarterly private hydrant 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 25. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The site or grounds person walking the private hydrants each quarter, tagging each one at its QR marker. When: Every quarter, and after any site work or heavy weather, since a buried, blocked or clipped hydrant only shows up as a problem when a pumper needs it.

Outlets and operating nut

- ☐ Caps present and outlet threads clean
A cap on each outlet, chains intact where fitted, threads free of rust and burrs so hose and steamer connections seat cleanly. 2 photos required
- ☐ Operating nut sound and turns freely
Operating nut not rounded off, no signs of being forced, turns without binding, correct wrench fit. 1 photo required

Access and marking

- ☐ Clearance around the hydrant maintained
Space kept clear on all sides, not overgrown, buried, or blocked by parking, snow piles or stored material, approach open for apparatus. 2 photos required
- ☐ Hydrant visible and marked
Body visible from the drive, paint and any reflective marker intact, not hidden behind landscaping, identification legible. 1 photo required

Condition and drainage

- ☐ No leaks at outlets, bonnet or base
No water weeping at the caps, bonnet or the base flange, no soft or eroded ground around the barrel suggesting an underground leak. 1 photo required
- ☐ Dry-barrel drains dry after operation
On dry-barrel hydrants the barrel drains down and sits empty after use, no standing water that could freeze, cap left snug. 1 photo required