

Fire pump jockey pump annual maintenance checklist

The annual jockey pump service is the deep pass: the measurements, cleanings and tests a quarterly round doesn't reach. This checklist keeps the full service on record with the photos that make it defensible later. Work is commonly verified against NFPA 20, NFPA 25. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The fire-protection service tech on the annual visit. Still an observation pass; any required flow test and certification is a separate procedure. When: Once a year, coordinated with the fire pump service so the jockey is looked at closely while the room is worked.

Relief and cooling

- ☐ **Casing relief valve observed operating**
Relief seen passing to drain as designed, not seized or blocked, so the pump has thermal relief when running against a closed system. Observe operation, do not recertify. 2 photos required

Mechanical condition

- ☐ **Coupling, seals and motor bearings inspected**
Coupling checked for wear and alignment, seals dry, motor run and listened to for bearing noise or overheating, mounts tight. 2 photos required
- ☐ **Full make-up cycle watched under a drawn-down system**
System bled down slightly, jockey watched restoring pressure and cutting out cleanly, start and stop points logged and compared to last year for drift. 1 photo required

Controller and records

- ☐ **Controller returned to auto and status logged**
After the pass the controller is confirmed in auto with no faults, and the observed pressures and condition are recorded for trending. 1 photo required