

Fire pump jockey pump quarterly maintenance checklist

A quarterly jockey pump 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 20, NFPA 25. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The fire-protection or facilities tech on the quarterly round in the fire pump room. This is an inspection and observation round, not a certification. When: Every quarter, alongside the fire pump room walk, watching the jockey through a normal make-up cycle rather than testing it.

Pressure settings

- ☐ Start and stop pressures observed relative to the fire pump
- Jockey watched starting and stopping on the gauge, both points sitting above the fire pump's start point so the jockey handles make-up and the fire pump only starts on a real demand. Observe the readings, do not adjust or certify.
- 2 photos required

Cycling and pressure hold

- ☐ System pressure held without short-cycling
- Pump watched over several minutes at rest, holds system pressure steady, not snapping on and off, which points to a leak or a bad setting.
- 1 photo required
- ☐ No leaks at the pump, piping or casing relief
- Casing relief discharging to drain as intended not spraying, seals and fittings dry, no drip feeding a short-cycle.
- 2 photos required

Controller status

- ☐ Jockey controller reading normal
- Controller in auto, power-on light lit, no fault or alarm shown, selector not left in hand or off.
- 1 photo required