

Pre-action valve quarterly maintenance checklist

A quarterly pre-action valve 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 engineer or sprinkler service tech reading the gauges, the releasing panel and the trim on the quarterly round, recording conditions rather than releasing the valve. When: Every quarter, and watched closely where the protected space is cold, since the whole point of a pre-action valve is to keep water out of the pipe until detection calls for it.

Pressures and priming

- ☐ **Supervisory air and water-supply pressures read**
Supervisory air on the system side and supply water pressure below the clapper both read at the gauges, readings noted, neither gauge stuck or pinned and the differential consistent with the valve's normal hold. 2 photos required
- ☐ **Priming and trim valves in their normal positions**
Priming line and trim valves set to their marked normal positions, no weeping at the trim, nothing left isolated after prior service. 1 photo required

Release path and detection

- ☐ **Releasing panel status and detection zones observed**
Releasing control panel showing normal, no trouble or disabled zones, batteries in supervision, the detection covering the protected space intact and reporting. 2 photos required
- ☐ **Solenoid and manual release station condition observed**
Release solenoid energized and its isolation valve open, manual pull or release station in place and unobstructed, no signs the release path has been left disabled. 1 photo required

Enclosure and valve

- ☐ **Valve position and supervision checked**
Main control valve open and supervised, tamper confirmed reporting to the panel, the reset and operating instruction plate legible at the valve. 1 photo required
- ☐ **Enclosure held above freezing where the space is cold**
Valve room or enclosure kept warm where the protected area runs cold, heat operating, so a supervisory-air pre-action set stays dry and doesn't ice at the trim. 1 photo required