

Standpipe system quarterly maintenance checklist

A quarterly standpipe system 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 14, NFPA 25. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The building or facilities person walking the stair risers and floor cabinets each quarter, tagging each hose valve and the FDC. When: Every quarter, and after any tenant or fit-out work near a riser, since a capped-off or leaking hose valve and a closed control valve both hide until they're needed.

Hose valves at the risers

- ☐ **Hose valve caps present and signage readable**
Cap or plug on each outlet, threads clean and undamaged, the valve identified and reachable in the stair or cabinet. 2 photos required
- ☐ **Valve body and pressure-regulating device sound, no leaks**
No weeping at the stem or bonnet, handwheel present, and where a pressure-regulating device is fitted its setting collar undisturbed. 1 photo required

Fire department connection

- ☐ **FDC caps in place and intake clear**
Caps or breakables on each FDC inlet, swivels turning, clapper not jammed, no debris in the intake, identification sign present. 2 photos required
- ☐ **FDC accessible and unobstructed from the street side**
Approach to the FDC clear, not blocked by landscaping, parking or stored material, so a crew can hook up fast. 1 photo required

Cabinets and control valves

- ☐ **Hose cabinet condition and contents in order**
Cabinet glass and latch intact, any hose and nozzle present and racked, nothing stored in the cabinet that blocks the valve. 1 photo required
- ☐ **Control valve open and supervision confirmed**
Riser control valve fully open, chained or supervised in position, tamper switch not in trouble at the panel. 1 photo required