READY TO INSPECT — FIELD CHECKLIST

Water mist suppression system annual maintenance checklist

The annual water mist suppression system 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 fire suppression standards, manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The licensed technician performs and certifies the functional and discharge test to the manufacturer's procedure; the building team observe the discharge, record the readings and reset conditions, and never certify the result themselves. When: Once a year, coordinated with the technician and the monitoring station placed on test, timed so the system can be discharged or functionally tested, cleaned, recharged and returned to service the same day.

Notice and preparation

- [ ] Monitoring company and owner notified before the mist test
  Monitoring company told alarm and supervisory signals will come in, the owner notified, and the calls logged before any valve is operated or the system released.
  No photo required

- [ ] Impairment opened and fire watch set for the protected area
  Owner's impairment procedure followed for as long as the system is isolated or recharging, the protected area known to the owner, fire watch set where the procedure requires.
  No photo required

- [ ] Occupants warned and the protected area cleared for discharge
  People in and around the protected area told when the discharge will happen, the area cleared, and anything the water would damage covered or moved before release.
  No photo required

Service before the test

- [ ] Pump unit serviced under lockout to the manufacturer's schedule
  On a pump unit, every motor and control feed locked and tagged, oil, seals and coupling serviced to the manufacturer's schedule, guards on and locks removed by whoever hung them.
  No photo required

- [ ] Nozzle strainers and supply filters serviced
  With the section isolated and depressurized by the technician, nozzle strainers checked or cleaned as the instructions set, filter elements changed, and any fouling photographed.
  1 photo required

- [ ] Supply gauges compared with a calibrated test gauge
  System and supply gauges compared by the technician with a calibrated test gauge, readings photographed, any gauge outside the manufacturer's tolerance replaced.
  1 photo required

- [ ] Supply water quality checked against the manufacturer's needs
  Sample of the supply or fill water tested, or the latest test on file, against the manufacturer's water quality requirement, with any change in the water source noted.
  No photo required

- [ ] Cylinder retest dates read on a cylinder-driven unit
  Water and driver gas cylinder labels read, retest dates checked against the manufacturer's schedule and the governing cylinder rules, cylinders coming due listed.
  No photo required

Functional and discharge test observed

- [ ] Detection-to-discharge sequence witnessed
  Technician seen initiating the sequence from detection and from the manual station, the release operating and the supply driving the nozzles, discharge time and supply pressures recorded against prior years.
  2 photos required

- [ ] Mist pattern at the nozzles observed
  Mist seen reaching the nozzles over the protected hazard with the expected pattern, any blocked or misaimed nozzle flagged to the technician.
  1 photo required

- [ ] Ventilation shutdown and door release observed on operation
  Where the design interlocks them, fans seen stopping, dampers closing and held doors releasing as the system operates, any interlock that fails written up.
  No photo required

Recharge and restoration

- [ ] Supply recharged and system dried after the test
  Cylinders, accumulator or supply recharged to the manufacturer's mark after the discharge, piping and the protected area drained and cleaned before the system is reset.
  1 photo required

- [ ] System reset and supervision restored
  System reset by the technician, section valves returned to normal and re-supervised, detection, release and controller supervision confirmed before the system is taken off test.
  2 photos required

- [ ] Monitoring company and owner told the mist system is back
  Panel normal, the monitoring company confirming normal signals, the owner told, the impairment closed in the owner's log and any fire watch stood down.
  No photo required

Documentation

- [ ] Observed results and open items recorded on the building side
  Observed discharge times, supply pressures and any nozzle or supply deficiency the technician calls out logged with a photo and a date on the site record, kept separate from the technician's certified report.
  1 photo required