

PORTLAND FIRE & RESCUE

MAY 15, 2020



FIR 8.02 - INSPECTION, TESTING AND MAINTENANCE OF WATER BASED SYSTEMS

I. SCOPE

- A. This policy is established June 29, 1988.
- B. The purpose of this policy is to provide guidelines for the maintenance and testing of all fire-related sprinkler systems, standpipes, pumps, and private hydrants.
- C. This policy applies to all related occupancies in the City of Portland and unincorporated areas served by Portland Fire & Rescue (PF&R).
- D. The 2016 Portland Fire Code (PFC), section 901.6 “Inspection, testing and maintenance” points to the National Fire Protection Association (NFPA) 25 as the standard for inspection, testing and maintenance of water-based systems.

II. SPECIFIC

- A. References
 - 1. 2016 Portland Fire Code (PFC)
 - 2. 2011 edition of NFPA 25.
 - 3. Portland City Code Title 31.20.110.

III. GUIDANCE

- A. The building owner or representative must conduct inspection, testing, and maintenance of a water based system in compliance with NFPA 25 and the manufacturer’s instructions.
- B. The inspection, testing, and maintenance of any system shall be performed by personnel who have developed competence through training and experience and hold a Certificate of Fitness issued by Portland Fire & Rescue.
 - 1. Water based systems must be tested as least once every 5 years.
 - 2. Dry valve systems, pre-action systems, and anti-freeze systems must be inspected annually.

C. Records requirements

1. The original acceptance test shall be retained indefinitely.
2. All other records must be maintained for a minimum of 6 years.
3. Records must be provided to the Fire Marshal's Office upon request.
4. Weekly Fire Pump test reports shall be kept in the pump room in an approved manner.
5. Information must be recorded on forms provided by Portland Fire & Rescue or on private company forms containing equivalent data.
 - a. Annual standpipe system tests that are not part of a combined sprinkler/standpipe system (stand-alone) - use PF&R Form 300.25 STP.
 - b. Annual fire pump tests - use PF&R form 300.26 FP.



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