

Policy:

Ensure that facility fire pumps, jockey pumps and control valves are installed, inspected and maintained according to prevailing NFPA code requirements.

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Prevailing Codes and Standards:

TJC EC 02.03.05 NFPA 13

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PM Cross Reference:

Fire pumps - Equip # FIR..., task 24, craft 20.

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Procedure:

I. Location of Pumps and Control Valves

A. Hospital:

1. Outpatient Clinic (OPD) ground floor mechanical room (OG-17).
2. K-Wing basement below ground floor (access-stair K2).
3. Power Plant Pump Room SG-13

B. Medical School:

1. A Bldg. ground floor - AG-005.
2. B Bldg. ground floor - BG-337.
3. C Bldg. ground floor - CG-412A.

- C. Allied Health & Administration - ground floor G1.  
Allied Health Claiborne - G-151.

II. Electrical

- A. All fire pumps in the hospital and medical school are being fed or have the capability of being fed through emergency power. K-Wing fire pumps are on normal power with manual double-throw switches to emergency.

III. PM Inspections

- A. Monthly - The following actions are performed and documented by the PM system:

1. Inspect control valves. Valves must be locked in the open position (stem out) except for valves going to outside fire hose header which shall be closed and line drained during winter.
2. Report closed or unlocked valves to the Maintenance Superintendent immediately.
3. Record inspection on Control Valve Form.

B. Weekly

1. Inspect pumps. Notify security before operating fire pump.
    - a. Inspect pump packing for cracks and excessive heat during run (should be able to hold hand on packing gland).
    - b. Inspect packing water drip rate.
    - c. Test fire pump and record water pressure.
    - d. Inspect for leaks and maintenance problems.
    - e. Inspect general pump condition.
    - f. Operate the fire pump under test conditions.
    - g. Record fire pump start and stop time.
    - h. Record discharge pressure reading.
    - i. Check all jockey pump pressures and operation.
    - j. Ensure fire and jockey pumps are in automatic.
    - k. Contact security, confirm that pump running alarm was received and report that pump test is complete.
  2. Dry pipe systems: (Medical School B-C Bldg.) see dry pipe policy.
- C. Annually - Schedule fire pump flow tests by licensed fire protection contractor (see fire contractor policy).

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FIRE PUMP and DRY PIPE  
MONTHLY INSPECTION

INSPECTOR: \_\_\_\_\_  
DATE: \_\_\_\_\_

LOCATION	PACKING	PACKING	PUMP OPERATION			POST RUN INSPECT	
	CONDITION	DRIP RATE	DISCHARGE	STRT	STOP	JOCKY	FIRE PMP
	NORM/UNSAT	NORM/UNSAT	PRESSURE	TIME	TIME	AUTO/MAN	AUTO/MAN
Hospital OPD							
K wing Sprinkler							
K wing Standpipe							
Hospital Power Plant							
Med Sch A							
Med Sch B							
Med Sch C							
Ald Hlth & Adm.							
Allied Health							

REMARKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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FIRE CONTROL VALVE

INSPECTOR: \_\_\_\_\_

MONTHLY PHYSICAL INSPECTION

DATE: \_\_\_\_\_

LOCATION	VALVE NUMBER	CHECK IF OK
Hospital	1 Locked Open	
OPD	2 Locked Open	
OG-17	3 Locked Open	
	4 Locked Open	
	5 Normally Open	
	6 Normally Open	
Fire	7 Normally Open	
Pump Room	8 Normally Open	
Power	9 Normally Open	
Plant	10 Normally Open	
	11 Normally Open	
	12 Normally Closed	
	13 Normally Open	
	14 Normally Closed	
	15 Normally Open	
	16 Normally Closed	
	17 Normally Open	
	18 Normally Open	
K Wing	131 Locked Open	
Basement	132 Locked Open	
	133 Locked Open	
	134 Locked Open	
	137 Locked Open	
	138 Locked Open	
	139 Locked Open	
	140 Locked Open	
	141 Normally Open	
	142 Normally Open	
	143 Normally Open	
	144 Normally Closed	

NOTE: REPORT ANY  
CONDITION OTHER  
THAN NORMAL TO  
MAINTENANCE  
SUPERINTENDENT  
IMMEDIATELY

	145 Normally Closed	
	146 Normally Open	
	147 Normally Closed	
K Wing	148 Normally Closed	
Continued	149 Normally Open	
	150 Normally Open	
Med Sch	24 Locked Open	
A	25 Locked Open	
	26 Locked Open	
	29 Locked Open	
Med Sch	30 Locked Open	
B	31 Locked Open	
	34 Locked Open	
	28X Locked Open	
	37 Locked Open	
Med Sch	39 Locked Open	
C	40 Locked Open	
	43X Locked Open	
Allied	AH-1 Locked Open	
Health	AH-2 Locked Open	
& Admin.	AH-3 Locked Open	
	AH-4 Locked Open	
	AH-5 Locked Closed	
	AH-6 Locked Open	
	AH-7 Locked Open	

REMARKS: \_\_\_\_\_

# Weekly Fire Pump Inspection

Date \_\_\_\_\_

- 01 - Notify safety and security of inspection schedule.
- 02 - Check jockey pump and verify no short cycling.
- 03 - Record water pressure, suction\_\_\_\_, discharge\_\_\_\_, line\_\_\_\_ pump off.
- 04 - Open pump test control valve.
- 05 - Fire pump should start when test control valve is opened.
- 06 - Close test control valve when pump starts.
- 07 - Pump should run for 10minutes, and cycle off.
- 08 - Record pump run time\_\_\_\_\_ minutes.
- 09 - Record water pressure, suction\_\_\_\_, discharge\_\_\_\_, line\_\_\_\_ pump running.
- 10 - Inspect for leaks, excessive vibration or other maintenance problems.
- 11 - Check packing boxes, bearings and pump casing for overheating.
- 12 - When pump stops, verify that jockey and fire pump are in auto position.
- 13 - Inspect fire control valves to insure they are locked in the open position.
- 14- Record any needed maintenance in comments section.

## DRY PIPE AIR & WATER PRESSURE

B- BLD TRIP VALVE AIR PRESSURE \_\_\_\_\_. WATER PRESSURE\_\_\_\_\_.

C-BLD TRIP VALVE AIR PRESSURE\_\_\_\_\_. WATER PRESSURE\_\_\_\_\_.

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

Inspector: \_\_\_\_\_

Fire pump location: \_\_\_\_\_