

Chesapeake Fire Department  
 Fire Prevention Division  
 Office of the Fire Marshal  
 304 Albemarle Drive  
 Chesapeake, Virginia 23322  
 (757)382-6566 phone  
 (757)382-8313 fax

**FIRE PREVENTION DIVISION**  
**PUBLIC FACILITIES MANUAL – APPENDIX XVIII-C**  
**PRIVATE FIRE HYDRANT – INSPECTION/MAINTENANCE/FLOW TESTING REPORT**

I. Test Date: \_\_\_\_\_ Test Type:  New Installation  Annual  Other (Describe) \_\_\_\_\_

II. Business / Property Information:

Business Name:	Owner Name:
Hydrant(s) Testing Address:	State: Zip Code:
Business Contact Person:	Phone Number:

III. Inspection / Maintenance: *In accordance with the Statewide Fire Prevention Code and NFPA 25 as referenced – use worksheet*

Criteria <u>Indicate “P” Pass or “F” Fail for each criteria</u> <i>Identify any corrective action performed or necessary*</i>	Complete for each Private Fire Hydrant on premises. Enter Specific ID # (if any) - Use additional form if needed			
	FH 1#	FH 2#	FH 3#	FH 4#
Accessibility - 3 ft. diameter clear, un-obstructed space				
Leaks not permitted – outlets & valves checked				
Cracks in hydrant barrel/flange				
Outlet protective caps present and attached w/chains				
Connection threads & flow operating nut operational				
Lubrication – valve stems, threads, caps, plugs				
Hydrant fully opened for 60 seconds and flushed clear				
Full drainage from barrel in less than 60 minutes observed from 4.5 “ outlet – if not, pump out required				
Painting/Color Coding: (Rust/scale removed 1 <sup>st</sup> ) See: <a href="#">Private Fire Hydrant Color Coding/Maintenance</a>				

\*Submit contractor work order for any corrective action performed or necessary. If any private fire hydrant is not serviceable and/or is out of order, immediately notify the Fire Marshal's Office at 757-382-6566.

IV. Flow Testing Documentation: *In accordance with the Statewide Fire Prevention Code (SFPC) and NFPA 291 as referenced\*.*

Criteria <u>Use 2.5 inch outlet for flow testing</u>	Complete for each Private Fire Hydrant on premises. Enter Specific ID # (if any). Use additional form if needed			
	FH 1#	FH 2#	FH 3#	FH 4#
Apparatus used for this test				
Pitot Gauge Reading: PSI / GPM	/	/	/	/
Static / Residual Pressure (psi)	/	/	/	/
Flow available @ 20 psi residual pressure				

\* NFPA 291 hydrant testing procedure will apply when the 5-year flow testing is required in accordance with NFPA 25. For the purpose of an annual measurement of flow for reliability purposes, a single fire hydrant flow is sufficient using a pitot or in-line gauge to record static, residual and GPM readings to extrapolate GPM flow out to 20 psi residual pressure. This ensures that each private hydrant continues to meet the original design flow as originally approved in lieu of waiting 5 years.

**Certification:** *I hereby certify that inspection, maintenance and flow testing of the hydrants listed above was conducted in accordance with the SFPC and referenced National Fire Protection Association Standards 25 and 291; and that the foregoing data, statements and documentation are correct. I acknowledge a copy of this report must be provided to Fire Prevention at the above contact information.*

Tester's Name (Print): \_\_\_\_\_ Tester's Signature: \_\_\_\_\_

Testing Company: \_\_\_\_\_ Address, City, State, Zip: \_\_\_\_\_

Contractor's Lic. #: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_