

ANNUAL PREVENTATIVE MAINTENANCE ACTIVITIES

	YEARLY
Perform maintenance on all fire extinguishers, NFPA 10, 2010 edition 7.3.1.1.1	
Main drain test on sprinkler system, test antifreeze solution (if applicable), test waterflow alarms, test valve supervisory alarms, test low air alarm (if applicable), Backflow prevention assembly test. NFPA 25, 2011 table 5.1.1.2	
Fire alarm initiation, notification, and transmission device testing. NFPA 72, 2010 Edition 14.4.2.2	
Replace fire damper fusible links and automatic sprinkler in kitchen hoods, NFPA 96, 2011 edition 11.2.4	
Test all battery operated emergency light fixtures for 90 minutes, NFPA 101, 2012 edition 7.9.3.1.1	
Inspect all water pumps for leaks and overheating. Lubricate as required.	
Clean exhaust vents and grilles.	
Inspect all electrical appliances for proper operation and cords for damage.	
Review and update emergency plans, CFR §483.73	
Conduct a tornado drill. This should be accomplished during the month of April or May.	
Inspect chimneys and vents, NFPA 211, 2010 edition 13.2 & 13.3	
Check all doors for proper operation (latching and no gaps between door and frame) NFPA 105, 2010 edition 5.2.1	
Train all staff on proper operation on emergency equipment (fire alarm system, fire extinguishers, sprinkler system, and kitchen hood extinguishment system)	
Clean dryer exhaust vent and dryer	

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Ensure power is disconnected from equipment prior to inspection and service.

This list is for example only and shall not be construed as encompassing all required preventative maintenance activities.