

SPRINKLERS — HANGERS, PRESSURE TEST AND FLOW TEST — QUALITY INSPECTION — QUALITY — ONE PER AREA

Sprinkler pipework and heads before enclosure, then the water supply proved · hangers to the standard, heads to the drawing, hydraulic test · KD-QA-FS-001 Rev A0

How this sheet works: the subcontractor ticks and initials each point as the work is checked. ONE named reviewer — the principal contractor's site manager or quality manager — releases every HOLD POINT on this sheet, all the way to completion. The client, contract administrator or clerk of works signs once, at the end. A stack of these signed at a desk is not evidence — every hold point needs a reading, a photo reference and a date. Issue with the activity RAMS.

1 WHERE — A STRANGER MUST BE ABLE TO FIND THIS AREA FROM THIS SHEET IN FIVE YEARS

BLOCK / BUILDING	LEVEL / FLOOR	ZONE / CONTROL VALVE SET	GRIDLINES	DRAWING AND REVISION
PROJECT / SITE REF	SITE	SPEC CLAUSE / SCHEDULE	SUBCONTRACTOR INSPECTOR	REVIEWER — RELEASES THE HOLD POINTS

2 THE SPECIFIED SYSTEM — FROM THE SPECIFICATION AND THE DRAWINGS, NOT FROM MEMORY

DESIGN STANDARD AND HAZARD CLASS	DESIGN DENSITY, AREA OF OPERATION AND PRESSURE / FLOW AT THE DESIGN POINT	WATER SUPPLY TYPE AND DURATION
PIPE MATERIAL, SIZES AND HANGER SCHEDULE	HYDROSTATIC TEST PRESSURE AND DURATION SPECIFICATION	HEAD TYPE, TEMPERATURE RATING AND ORIENTATION

3. Materials on site

HOLD POINT

Pipe, fittings, valves, heads and hangers match the specification and carry the marking and listing evidence the specification requires; substitutions recorded on KD-QA-SYS-005 Spec · TDS

Heads of the type, temperature rating and orientation in section 2 for each area; stored in their boxes, never in contact with paint or solvent TDS

DELIVERY NOTE / GRN REFS	HEAD RATING AND TYPE PER AREA (Y / N)
RESULT ☐ Pass ☐ Fail ☐ N/A	NCR REF IF FAIL PHOTO REF(S) Date/time on photo
SUB SELF-CHECK — INITIALS DATE	HOLD RELEASED BY THE REVIEWER — SIGNATURE TIME DATE

4. Hangers and supports — before enclosure

HOLD POINT

Hangers of the type and at the spacing the standard in section 2 and the specification require for each pipe size — spacing measured and the largest gap recorded; hangers fixed to the structure, never to other services BS EN 12845 · Spec

Sway bracing, end-of-line restraint and trapeze supports where the drawing shows them; no hanger loads on ceiling grids or ductwork Drawing · BS EN 12845

Pipework falls to drain points as the drawing shows; drain and test valves at the specified positions Drawing

LARGEST HANGER GAP FOUND (M) / PIPE SIZE	
RESULT ☐ Pass ☐ Fail ☐ N/A	NCR REF IF FAIL PHOTO REF(S) Date/time on photo
SUB SELF-CHECK — INITIALS DATE	HOLD RELEASED BY THE REVIEWER — SIGNATURE TIME DATE

5. Heads and pipework

CHECK & RECORD

- ☐ Head positions match the drawing; spacing, distance from walls and beams, and clearance below the head to storage or obstructions within the limits the standard sets for the hazard class BS EN 12845 · Drawing
- ☐ Heads of the right orientation for their position, escutcheons fitted, no paint on any head, no head damaged or with its bulb disturbed — every head on the sheet counted Spec · TDS
- ☐ Residential and domestic systems — head coverage, concealment and the rooms protected as BS 9251 and the drawing require BS 9251 · Drawing

HEADS FITTED / ON DRAWING

RESULT ☐ Pass ☐ Fail ☐ N/A NCR REF IF FAIL PHOTO REF(S) Date/time on photo

SUB SELF-CHECK — INITIALS DATE

6. Hydrostatic pressure test — witnessed before enclosure

HOLD POINT

- ☐ Section filled, vented and tested at the pressure and for the duration in section 2 — the standard gives the minimum — with every joint visible; readings at start and finish recorded BS EN 12845 · Spec
- ☐ No drop beyond the allowance and no visible leak at any joint; a failed section repaired at zero pressure and re-tested for the full duration BS EN 12845
- ☐ Test certificate signed by the installer and the witness — the reviewer releases the ceilings against it Practice

PRESSURE START / END (BAR)

DURATION (H)

TEST CERTIFICATE REF

RESULT ☐ Pass ☐ Fail ☐ N/A NCR REF IF FAIL PHOTO REF(S) Date/time on photo

SUB SELF-CHECK — INITIALS DATE

HOLD RELEASED BY THE REVIEWER — SIGNATURE

TIME DATE

7. Water supply, flow and alarm tests — witnessed

WITNESS

- ☐ Water supply flow and pressure measured at the test point and at or above the design point in section 2 — the flow-pressure curve recorded BS EN 12845
- ☐ Pump set starts automatically on pressure drop at the set point, runs to duty and is stopped by hand only; churn and duty readings recorded; tank capacity and refill as the design states BS EN 12845 · TDS
- ☐ Alarm valve, flow switch, water motor alarm and the signal to the fire alarm panel and the alarm receiving centre proved from a test valve at the furthest point BS EN 12845

FLOW (L/MIN) / PRESSURE (BAR) AT TEST POINT VS DESIGN

PUMP START PRESSURE / DUTY READINGS

RESULT ☐ Pass ☐ Fail ☐ N/A NCR REF IF FAIL PHOTO REF(S) Date/time on photo

SUB SELF-CHECK — INITIALS DATE

WITNESSED BY THE REVIEWER — NAME

DATE

8. Completion certificate and handover

HOLD POINT

- Installer's certificate of conformity to the standard in section 2, the hydraulic calculation, the test records, the block plan at the control valves and the spare heads and spanner handed over; user trained and the training recorded
- BS EN 12845 · BS 9251
- Control valves locked open, labelled and their positions shown on the block plan; monitoring of valve position connected where specified
- BS EN 12845

CERTIFICATE OF CONFORMITY REF

RESULT

Pass

Fail

N/A

NCR REF IF FAIL

PHOTO REF(S)

Date/time on photo

SUB SELF-CHECK — INITIALS

DATE

HOLD RELEASED BY THE REVIEWER — SIGNATURE

TIME

DATE

9. Records, snagging closed and handover

HOLD POINT

- Every snag and non-conformance below closed and re-checked by someone other than the person who fixed it
- Practice
- As-installed drawing for this area marked up and handed to the reviewer within the period the specification states
- Spec
- Every certificate and test record referenced on this sheet filed with the handover and O&M record and the fire safety information for the building, with this sheet
- Spec

AS-INSTALLED MARK-UP REF / DATE

CERTIFICATES AND RECORDS FILED (REFS)

RESULT

Pass

Fail

N/A

NCR REF IF FAIL

PHOTO REF(S)

Date/time on photo

SUB SELF-CHECK — INITIALS

DATE

HOLD RELEASED BY THE REVIEWER — SIGNATURE

TIME

DATE

10 SNAGS FOUND IN THIS AREA — MINOR DEFECTS FIXED AND RE-CHECKED ON THE SHEET

A snag is a defect the trade puts right and someone else re-checks. Anything that fails an acceptance criterion outright, or cannot be fixed in the area, is a non-conformance and goes in the next section instead.

NO.	WHERE (ELEMENT / POSITION)	DEFECT FOUND	FIXED BY / DATE	RE-CHECKED BY / DAT...	OK?

11 NON-CONFORMANCES FOR THIS AREA — ONE BLOCK PER NCR; CLOSED BY SOMEONE OTHER THAN THE FIXER

NCR 1 — REFERENCE	POINT	OWNER (NAMED PERSON)	DUE	STATUS
WHAT WAS FOUND — AGAINST WHICH ACCEPTANCE CRITERION; WHERE; EXTENT				
CORRECTIVE ACTION, AND WHAT STOPS IT HAPPENING AGAIN				
FIXED BY / DATE		RE-INSPECTED BY (NOT THE FIXER) / DATE		PHOTO REF(S)
NCR 2 — REFERENCE	POINT	OWNER (NAMED PERSON)	DUE	STATUS
WHAT WAS FOUND — AGAINST WHICH ACCEPTANCE CRITERION; WHERE; EXTENT				
CORRECTIVE ACTION, AND WHAT STOPS IT HAPPENING AGAIN				
FIXED BY / DATE		RE-INSPECTED BY (NOT THE FIXER) / DATE		PHOTO REF(S)
NCR 3 — REFERENCE	POINT	OWNER (NAMED PERSON)	DUE	STATUS
WHAT WAS FOUND — AGAINST WHICH ACCEPTANCE CRITERION; WHERE; EXTENT				
CORRECTIVE ACTION, AND WHAT STOPS IT HAPPENING AGAIN				
FIXED BY / DATE		RE-INSPECTED BY (NOT THE FIXER) / DATE		PHOTO REF(S)

12 PHOTO LOG — WHAT EACH PHOTO REFERENCE SHOWS

PHOTO REF	POINT	WHAT IT SHOWS (LOCATION, ELEMENT, READING VISIBLE)	DATE / TIME	TAKEN BY

13 NOTES FOR THIS AREA

ANYTHING THE NEXT PERSON NEEDS TO KNOW — AGREEMENTS, DEVIATIONS FROM THE SPECIFICATION, ACCESS LIMITS, ITEMS CARRIED TO THE NEXT VISIT

14 RELEASE

The reviewer confirms every hold point on this sheet was released and every snag and non-conformance is closed; the client, contract administrator or clerk of works then signs once. This sheet goes in the handover file with the photos it references.

Subcontractor — work complete and self-checked:

PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME

Reviewer — all hold points released, all snags and non-conformances closed:

PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME

Client / contract administrator / clerk of works — final sign-off:

PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-08-29	first-issue	First issue.	— not yet approved —
A0	2026-08-29	review	Approved for issue by the author. Content unchanged from the draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.