

FIRE PROTECTION · ROUTINE SERVICE

Fire Pumpset — Monthly

Monthly routine service record aligned to AS 1851-2012 — Fire pumpsets (electric / diesel)

SITE / BUILDING	ADDRESS	CONTRACT NO.	SERVICE MONTH
TECHNICIAN	ACCREDITATION / LICENCE NO.	DATE OF SERVICE	REPORT NO.
PUMP TYPE (DIESEL / ELECTRIC)	PUMP DUTY (HYDRANT / SPRINKLER / COMBINED)	CONTROLLER MAKE / MODEL	

P Pass / compliant

F Fail / defect raised

N/A Not applicable / not fitted

Notify the monitoring centre before and after testing. Tick the applicable box and note defects in Comments.

1 Pump room & general

AS 1851-2012 · Section 7

#	MONTHLY INSPECTION ITEM	P	F	N/A	COMMENTS
1	Pump room accessible, clean, dry and clear of obstruction	☐	☐	☐	
2	Ventilation louvres / openings clear; room temperature acceptable	☐	☐	☐	
3	Pumpset, pipework and fittings free from damage, corrosion and leaks	☐	☐	☐	
4	Suction and delivery valves secured open and labelled per valve list	☐	☐	☐	

2 Fuel, power & engine

AS 1851-2012 · Section 7

#	MONTHLY INSPECTION ITEM	P	F	N/A	COMMENTS
1	Diesel fuel level adequate; fuel system free from leaks (diesel)	☐	☐	☐	
2	Electrical supply available; mains-on indication normal (electric)	☐	☐	☐	
3	Engine oil and coolant levels correct; no visible leaks (diesel)	☐	☐	☐	
4	Batteries secured, terminals clean; charger and indicators normal	☐	☐	☐	
5	Drive belts / couplings and guards in good condition	☐	☐	☐	

3 Automatic start & run test

AS 1851-2012 · Section 7

#	MONTHLY INSPECTION ITEM	P	F	N/A	COMMENTS
1	Automatic start test — pump starts on pressure drop / demand	☐	☐	☐	
2	Pump runs correctly; no abnormal noise, vibration or overheating	☐	☐	☐	
3	Run for the required period per schedule	☐	☐	☐	

4 Performance & alarms

AS 1851-2012 · Section 7

#	MONTHLY INSPECTION ITEM	P	F	N/A	COMMENTS
1	Operating pressures recorded and within pressure gauge schedule ranges	☐	☐	☐	
2	Pump cut-in / cut-out pressures recorded and within range	☐	☐	☐	
3	Alarms and indications (run, fail-to-start, low fuel, etc.) operate correctly	☐	☐	☐	
4	Pressure relief / circulation arrangements operate where fitted	☐	☐	☐	

5 Controller & monitoring

AS 1851-2012 · Section 7

#	MONTHLY INSPECTION ITEM	P	F	N/A	COMMENTS
1	Controller in AUTO; no fault or isolate indications	☐	☐	☐	
2	Alarm signalling / monitoring (where fitted) normal — not isolated or in fault	☐	☐	☐	

6 Records & restoration

AS 1851-2012

#	MONTHLY INSPECTION ITEM	P	F	N/A	COMMENTS
1	Any defects recorded and reported to the owner	☐	☐	☐	
2	Logbook / service records on site and up to date; baseline data available	☐	☐	☐	
3	Pump returned to AUTO and system confirmed returned to normal at completion	☐	☐	☐	

✓ Defects, Notes & Sign-off

Outstanding defects / actions raised this visit:

TECHNICIAN NAME & SIGNATURE

ACCREDITATION / LICENCE NO.

DATE COMPLETED

Guidance only. This checklist is a practical guide to monthly routine service of fire pumpsets under **AS 1851-2012, Section 7**. Applicable items, run periods and frequencies vary with the pumpset, its baseline data and the building's **fire safety schedule**. Diesel and electric pumpsets have differing requirements — complete only the applicable items. Always service to the manufacturer's requirements and the current edition of the Standard, return the controller to AUTO and confirm the system is fully restored to normal on completion. This document does not replace a baseline data review or a competent, accredited assessment.