

FIRE PROTECTION · ROUTINE SERVICE

Fire Pumpset — Yearly

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

SITE / BUILDING	ADDRESS	CONTRACT NO.	SERVICE YEAR
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

Tick the applicable box for each item and record test values / defects in Comments.

1 Annual review & documentation

AS 1851-2012 · Section 7

#	INSPECTION / TEST ITEM	P	F	N/A	COMMENTS
1	Baseline data / pump performance data reviewed	☐	☐	☐	
2	Previous service records and outstanding defects reviewed	☐	☐	☐	

2 Performance test

AS 1851-2012 · Section 7

#	INSPECTION / TEST ITEM	P	F	N/A	COMMENTS
1	Full-flow performance test — duty points and pressures verified against the curve	☐	☐	☐	
2	No-flow (churn) and maximum-demand conditions checked	☐	☐	☐	
3	Pressures, flows and pump speed recorded	☐	☐	☐	

3 Engine / motor service

AS 1851-2012 · Section 7

#	INSPECTION / TEST ITEM	P	F	N/A	COMMENTS
1	Engine serviced per manufacturer (filters, fluids) — diesel	☐	☐	☐	
2	Cooling, exhaust and fuel systems inspected — diesel	☐	☐	☐	
3	Motor, starter and electrical connections inspected — electric	☐	☐	☐	
4	Batteries load-tested / capacity verified; charger output verified	☐	☐	☐	

4 Controller & changeover

AS 1851-2012 · Section 7

#	INSPECTION / TEST ITEM	P	F	N/A	COMMENTS
1	Controller full functional test; all alarms and indications verified	☐	☐	☐	
2	Mains / standby changeover verified (where fitted)	☐	☐	☐	
3	Automatic and manual start sequences verified	☐	☐	☐	

5 Mechanical condition

AS 1851-2012 · Section 7

#	INSPECTION / TEST ITEM	P	F	N/A	COMMENTS
1	Pump, couplings, bearings and seals inspected; alignment verified	☐	☐	☐	
2	Pipework, valves and pressure-relief arrangements verified	☐	☐	☐	

6 Records & restoration

AS 1851-2012 · Section 7

#	INSPECTION / TEST ITEM	P	F	N/A	COMMENTS
1	Defects and non-conformances recorded and reported to the owner	☐	☐	☐	
2	Controller returned to AUTO; system confirmed returned to normal	☐	☐	☐	
3	Annual service certificate / durable label completed; logbook updated	☐	☐	☐	

✓ Defects, Notes & Sign-off

Outstanding defects / non-conformances raised this service:

TECHNICIAN NAME & SIGNATURE

ACCREDITATION / LICENCE NO.

DATE COMPLETED

Guidance only. This checklist is a practical guide to the yearly (annual) routine service of fire pumpsets under **AS 1851-2012, Section 7**. Annual service includes a full performance test against the pump curve and must be carried out by a competent, accredited person; record all measured values. Diesel and electric pumpsets differ — 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 full restoration to normal. This document does not replace a baseline data review or a competent, accredited assessment.