



PROSERVICING^{Limited}
FIRE DOORS
Inspection & Certification

0845 6432168

info@pro-servicing.com | www.pro-servicing.com



**fire door inspection
and certification**



Helping you achieve Fire Door compliance

Introduction

Fire doors are commonly overlooked as an essential part of a commercial or public building maintenance regime. However, fire doors help sub-divide a building into compartments, slowing down the spread of fire and allowing time for occupants to escape. In some applications, the regulations may state that smoke control is also required.

In order to ensure compliance, it is important that doors are inspected correctly and maintained.

Failure to do so can place property and lives at risk and is likely to result in criminal prosecution.

The BWF estimate that there are 3 million fire doors installed in the UK each year, yet they remain a significant area of neglect. Fire doors are often the first line of defence in a fire and their correct specification, maintenance and management can be the difference between life and death for building occupants

The legislation around fire door safety is extensive and for good reason. The safety of your staff and premises is of the utmost importance but it is often something that is unknowingly compromised. It is important that they are regularly inspected and maintained to permit them to perform at their best on the one and only occasion when they are called upon to do so.

When you call upon the services of Pro-Servicing Fire Doors, we will quickly establish if the products you have in place have been well maintained and that both you and your premises are fully compliant to Fire Safety Regulations as well as safe.



Pro-Servicing Fire Doors Inspection & Certification

Pro-Servicing Fire Doors offers a competitively priced, independent, third-party fire door inspection service. Our inspectors provide the most comprehensive and highest standard of inspection within the UK. Having your doors inspected by our certified professionals not only gives you peace of mind, it also reassures the building's occupiers that you take fire safety seriously.

As with any other life-saving product, a fire door should be inspected at least every 6 months or more regularly depending on the traffic using the door, to ensure it functions correctly and is ready to use.

Pro-Servicing Fire Doors provides a detailed inspection report of all your Fire and Exit doors using our latest data collection technology software. Our service includes a full rectification report outlining the defects and faults with your fire doors.

An identification label can be attached to each fire door providing a unique numbering system for data referencing and demonstrating to the users of the building that the doors have been surveyed professionally.

On completion an inspection certificate is provided for identification purposes in compliance with the Regulatory Reform (Fire Safety) Order 2005.

As an employer or owner of a business premises, it is your legal responsibility to ensure the safety of everybody on site, including staff and clients.

A fire door can drastically slow down fire from spreading from room to room. This can greatly improve the chances of stopping the fire in its tracks and preventing further damage.

It is a legal requirement that fire doors are maintained correctly otherwise you can be prosecuted under the Regulatory Reform (Fire Safety) Order if you fail to do so.



Why Inspect Fire Doors?

As an employer or owner of a business premises, it is your responsibility to ensure the safety of everybody on site, including staff and clients.

A fire door can drastically slow down fire from spreading from room to room. This can greatly improve the chances of stopping the fire in its tracks and preventing further damage.

Failing to maintain or repair any fire door could render it useless and the consequences of this could be catastrophic.

You could render premises insurance invalid by failing to maintain your fire doors.

Pro-Servicing Fire Doors comprehensive fire door inspection includes and validates the following:

- Labels are clearly visible and legible.
- No open holes or breaks exist in surfaces of the door or frame.
- Glazing, vision light frames, and glazing beads are intact and securely fastened, if so equipped.
- The door, frame, hinges, hardware, and non-combustible threshold are secured, aligned, and working, with no visible damage.
- No parts are missing or broken.
- Gaps between fire doors and the door frame should not be more than 4mm or less than 2mm.
- Gaps between the bottom of the threshold should be no more than 10mm for standard fires and no more than 3mm for fire doors fitted with a smoke seal.
- The self-closing device works; that is, the active door completely closes when operated from the full open position.
- If a coordinator is in place, the inactive leaf closes before the active leaf.
- Latching hardware operates and secures the door when it is in the closed position.
- The door or frame has no auxiliary hardware items that interfere or prohibit operation.
- The door assembly has no field modifications that void the label.
- The integrity of gaskets and edge seals is verified, when required.
- Signage on fire door is adhered properly and does not exceed size maximum.

To ensure a properly catalogued history of each fire door is retained, a report will be issued to compliment your log book. This must be maintained on the premises and available for inspection.



Requirements for a Logbook

BS EN 12635 requires that the logbook shall contain the following:

- Name and contact details of the manufacturer.
- Unique identification number.
- Door location reference (if known).
- Name and contact details of the installer.
- Date of completion of installation.
- The results of installation verification and testing.
- Identification of power unit.
- Identification of safety devices.
- The results

The above requirements apply particularly to new installations but are essential information for the continued maintenance and safe operation of any door, no matter how old. The logbook should also contain clear reference to the operating instructions for the door, whether included in the logbook or as a reference to separate documentation.

On an ongoing basis, there should be space for the recording of:

- All maintenance and repair visits.
- Details of the work done.
- Details of significant changes or upgrades.
- Name, date and signature of responsible person in each instance

It is a legal requirement that fire doors are maintained correctly otherwise you can be prosecuted under the Regulatory Reform (Fire Safety) Order if you fail to do so.



Fire door frame or lining

Frame or lining thickness would usually be tested at a minimum 30 mm (finished size, excluding stops) or the thickness given in the manufacturer's installation instructions, to ensure hinge screws hold securely.

Considerations for the supporting construction for a fire door frame

The frame or lining should be constructed into a brick, block or masonry wall or an appropriate timber stud/ plasterboard lined partition capable of being equal to the rating of the door assembly. Any voids between the frame / lining and the wall should be infilled with mineral fibre or intumescent paste.

Seals in the door frame

ALL fire doors MUST be fitted with the appropriate seals.

Where possible, the seals should be fitted to the frame. Intumescent seals MUST be used as recommended by the door leaf manufacturer. Seals can be inserted into the door leaf if the manufacturer's test specifications allow this.

Gaps are required around a door and its frame

The gap between the door and the frame is extremely important and must be suitable for the intumescent seal fitted. In general, the gap should not exceed 3mm along the 2 long edges and across top of the door leaf.

The gap at the bottom of the door is usually around 10mm* for non-smoke conditions BUT 3mm when smoke seals are required.

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Fire Door Seals

ALL fire doors MUST be fitted with the appropriate seals.

Fire seals are designed to expand under heat and fill the gaps between the door leaf and frame, thereby preventing the passage of smoke and fire to other parts or compartments of the building.

Intumescent seals may be placed into grooves machined in the two vertical sections and top edge of the door frame. When exposed to heat, intumescent seals expand to many times their original size, sealing the gap between the door and the frame and aiding containment of the fire.

The materials contained in the seals (such as sodium silicate or graphite), differ between seal manufacturers and expand at different rates. It's important to use the same type of seals around the door, when installing or replacing seals.

Smoke Seals

You can obtain combined Intumescent and Smoke Seals. These are designed to provide additional protection to prevent the passage of cold smoke. In some circumstances, smoke seals are a Building Regulation requirement.

Uninterrupted intumescent strips should be fitted into the frame or lining, where possible. If this cannot be achieved, the intumescent seals may be fitted into the door edge. The recommended seal size for most modern 30-minute doors, other than doorsets, is 15mm x 4mm. The recommended seal size for most modern 60-minute fire doors is 20mm x 4mm, or two 10mm x 4mm.

Intumescent seals **MUST** be used as recommended by the door leaf manufacturer.

In order to ensure compliance, it is important that doors are inspected correctly and maintained.

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Fire Door Components

Essential Ironmongery

Essential Ironmongery such as hinges, closers, locks and latches should be CE marked and CERTIFIRE Approved and are vital to the fire resistance performance of the door assembly.

Hinges

Hinges (or butts) must comply to annex B of BS EN 1935 - MUST be CERTIFIRE Approved. Usually 1½ pairs made of metal with melting point above 800°C. Rising butt or spring hinges are NOT permitted.

Closers

Closers (on non-latched doors) MUST be CERTIFIRE Approved. There are two types:

- Face-fixed overhead closers fixed to the face of the door or frame which automatically closes the leaf from fully open position.
- Concealed / spring closers which are concealed in the door leaf and use a spring to close door from open position.

Latches

Mortice or tubular mortice must comply with BS EN 12209. These may be lockable or un-lockable types depending on door requirements.

Knob set

Latches and knobs which have an integral locking and / or latch mechanism.

Where fitted, latches and knob sets MUST be CERTIFIRE Approved.

Handles, knobs, spyholes are NOT classed as 'Essential Ironmongery' but are still vital to the fire resistance performance of the door.

You must still refer to fire door manufacturer's instructions before fitting such components.

Letterplates / letterboxes on a fire door?

You can, but they MUST be tested and CERTIFIRE Approved.

You must also check that the door has been certificated for use with letterplates / letterboxes.

Check the fire door manufacturer's instructions, or if in doubt, contact the door manufacturer.

Slots for letterboxes should NOT be cut on site. This work should only be carried out by licensed converters under the BWF-CERTIFIRE Scheme.

Pro-Servicing Fire Doors

Helping you keep compliant and save lives

phone: 0845 6432168

email: info@pro-servicing.com