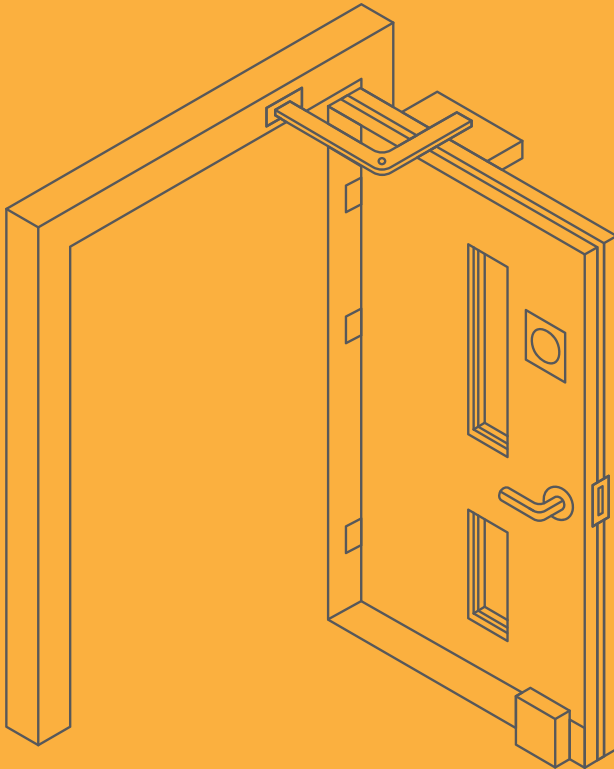


# Fire Door Checklist

**Make sure your customers' fire door hardware  
is compliant and legal.**



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# Fire Door Checklist

## 1. Hinges

- ☐ Are there a minimum of 3 hinges with all screws fitted?
- ☐ Are all the screws the correct size?
- ☐ Are the hinges free of metal fragments and oil leakage which could be signs of wear?
- ☐ Are the hinges marked with a CE/UKCA stamp? Check the grade of the hinge is correct for the door
- ☐ If the hinges squeak when the door closes they must be replaced
- ☐ Check that intumescent pads have been fitted in accordance with the fire door's test evidence

## 2. Door Closers

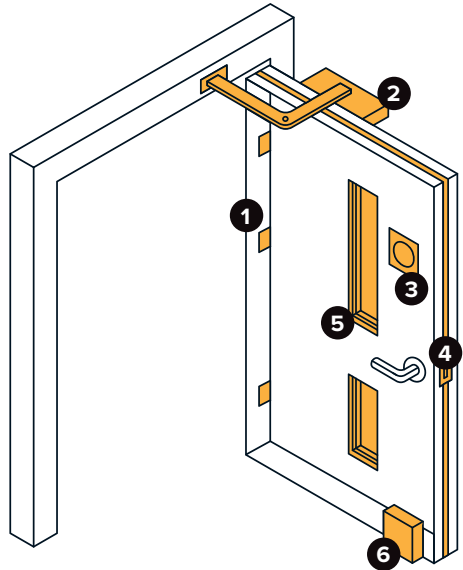
- ☐ Open the door to 5 degrees or 75mm. Does it close and engage the latch?
- ☐ Is the closer free from damage and not leaking?
- ☐ It's recommended that a minimum of power size 3 should be used and the closer must be CE/UKCA marked
- ☐ Any incorporated delayed action function shall be capable of adjustment to less than 25 seconds between the door closing angles of 120° and the end of the delay zone.
- ☐ It must be tested and CE/UKCA marked in the position it is fitted
- ☐ Is there a concealed door closer installed? If yes, it must also be fitted with the correct intumescent material in accordance with the fire door's test evidence

## 3. Signs

- ☐ Is there a mandatory 'Fire Door Keep Shut' sign fitted on both sides of the door?
- ☐ Check the correct signage has been fitted to the door and is in accordance with BS5499
- ☐ Is there an automatic fire door closer fitted that's connected to a fire alarm system? If so there should be 'Automatic Fire Door Keep Clear' signs fitted

## 4. Locks & Latches

- ☐ Does the latch hold the door firmly in place without rattling?
- ☐ Is the lock fitted with the correct intumescent in accordance with the fire door's test evidence?
- ☐ Are they CE/UKCA marked?
- ☐ The lock must be suitable for the level of security required: The more you need to restrict access and protect what's behind the door, the higher must be the level of security



## 5. Seals & Vision Panels

- ☐ Timber fire doors must have intumescent material fitted
- ☐ Are the intumescent seals in place?
- ☐ Check the seal for damage/breakage
- ☐ Is the seal continuous around the hardware and fitted correctly into its rebate?
- ☐ Are the intumescent glazing seals free from damage and tested to BS 476 Pt22?
- ☐ Vision Panels in doors are needed where doors on escape routes sub-divide corridors

## 6. Hold Open Devices

- ☐ Mechanical hold open devices should not be fitted or used on fire doors
- ☐ Does the hold open device release the door when required?
- ☐ Is the hold open device flashing or beeping? If yes, when were the batteries last changed?
- ☐ Check the device has been tested in accordance with BS EN 1155 for electromechanical devices