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**INSPECTION, TEST, PREVENTIVE MAINTENANCE, SURVEY AND RECORDS SCHEDULE - HINGED AND PIVOTED FIRE-RESISTANT DOOR SETS**

**Site Name:** Building XYZ

**Address:** 123 Sample St , Sampleton

**Inspection ID:** 5274

**Inspection Date:** 19/10/2007

**Inspection Name:** Craig Rogers

**Site Representative:**

**QBCC Licence No:** 1184361

**Signature:**

**Signature:**

Item No.	Item	Action required & pass/fail requirement	Annual	Comments	Pass/Fail
1	Marking - Tags and Signage	(a) CHECK door leaves and door frames have a tag bearing the information contained in AS/NZS 1905.1.  (b) CHECK to ensure relevant signage is applied.	✓ ✓	Please refer to inspection report 5274 for full details.  Please refer to inspection report 5274 for full details.	Failed: FD3, FD6, FD13  Failed: FD3, FD5, FD6, FD12, FD13
2	Clearances in the closed position	CHECK-  (a) Perimeter:  (i) Gaps between the edge of the door leaf and the frame do not exceed 3mm at the head and hinge and lock stiles.  (ii) The door leaf to the door seat rebate average gap does not exceed 5mm.  (b) Bottom:  Gaps do not exceed 10mm at the threshold.  NOTES: 1: Larger gaps may be permissible by incorporation of intumescent or other tested perimeter sealing systems.  2: The use of rubber buffers is not recommended for fire and smoke doors.	✓ ✓ ✓ ✓	Please refer to inspection report 5274 for full details.	Failed: FD2, FD12  PASS  PASS
3	Hardware- General	(a) CHECK all essential hardware required for suspension, closing and latching is fitted and is a make and model that has been fire tested for the specific proprietary fire-resistant door construction.  (b) CHECK all hardware is attached in accordance with the requirements of AS/NZS 1905.1 and is securely fixed.  (c) CHECK the door leaf is free from non-approved fittings, fixings or attachments and free from damage caused from relocation of hardware items.	✓ ✓ ✓	Please refer to inspection report 5274 for full details.  Please refer to inspection report 5274 for full details.	PASS  Failed: FD2  Failed: FD3

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4	Frictional forces and self-closing and self-latching function	<p>(a) CHECK the opening and closing forces comply with the requirements AS/NSZ 1905.1.</p> <p>NOTE: This may require adjustment of hinges, latchbolt, door seals and door closer operating force (see below).</p> <p>(b) CHECK the door set is self-closing and self latching in accordance with AS/NZS 1905.1</p>	✓	Please refer to inspection report 5274 for full details.	Failed: FD12
5	Doors held in the open position	TEST for the fire doors, held in the open position, that require activation of detection system to close, ensuring that the fire doors close satisfactorily upon power failure or detector activation.	✓		PASS
6	Locksets and latchsets	<p>(a) Operate latchset and VERIFY the latchbolt engages into the striker plate sufficiently to hold the door in the closed position.</p> <p>(b) CHECK latch handle(s) and latchbolt(s) are clean and operate freely and smoothly.</p> <p>(c) Where passage sets or knobs are incorporated, CHECK that the minimum clearance of 35mm to the door stop is present.</p>	✓	Please refer to inspection report 5274 for full details.	Failed: FD12, FD14
7	Door closers and pivots	<p>CHECK:</p> <p>(a) The closer arm and any pivots operate freely and smoothly.</p> <p>(b) The door set is free from any closer oil leakages.</p> <p>(c) The screw fixing and mounting arrangements for door closer are secure to the door leaf and door frame.</p> <p>(d) The door closer body is free from obstructions by walls, fixtures and/or fittings at any point throughout its swing.</p> <p>(e) The door closes fully and latches.</p> <p>(f) Cushioned back-checking action takes place as per the requirements of AS/NZS 1905.1.</p> <p>(g) For doors with magnetic hold-open devices, the door leaf comes to the fully closed and latched position upon release of the hold-open device.</p>	✓	Please refer to inspection report 5274 for full details.	Failed: FD12
			✓		PASS
			✓		PASS
			✓	Please refer to inspection report 5274 for full details.	Failed: FD2
			✓		PASS
			✓		PASS

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8	Hinges	CHECK:	✓		PASS
		(a) Hinges are free from any undue wear and tear and are correctly aligned and operating smoothly and freely.			
		(b) Hinges are securely fixed to the door leaf and frame.	✓		PASS
		(c) Hinge pins are home.	✓		PASS
9	Door seals	CHECK any installed door seals are approved for use on the fire-rated door set and are functioning as intended and the gaskets are not damaged.	✓		PASS
10	Door leaves	CHECK:	✓		PASS
		(a) Doors are free from any visible delamination, buckling, warping, bowing, twisting or significant damage.			
		(b) Door edges are in good condition and free from any splitting or damage on all sides.	✓		PASS
		(c) Door is of compliant construction.	✓		PASS
11	Door frames	CHECK	✓		PASS
		(a) Door frames are adequately anchored to the walling and restrained against rotational movement about their longitudinal axes.			
		(b) Steel door frames are back-filled if required for the proprietary door type and FRL.	✓		PASS
		(c) Doorstop dimension is 25 mm or ensure that other stop dimension are approved for the proprietary door type and FRL, or that an approved intumescent perimeter seal is not incorporated.	✓		PASS
		(d) Doorframe is free from excessive distortion at any point along frame sections.	✓		PASS
		(e) To ensure doorframe incorporates a door striker plate.	✓	Please refer to inspection report 5274 for full details.	Failed: FD13
		(f) Rubber buffers are not present, thus creating an additional gap for smoke to spread.	✓		PASS

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12	Vision panels	CHECK:  (a) Proprietary door type is approved for use of a vision panel.  (b) Vision panel frame type, glass type and size are consistent with fire-tested approvals.  (c) Opening size does not exceed 65 000 sq mm without incorporation of a fully insulating intumescent type glass.  (d) To ensure glass is in a sound condition and free from cracks.  (e) To ensure perimeter trim and framing are secure and in sound condition and that all fixing screws are in place.	✓  ✓  ✓  ✓  ✓		PASS  PASS  PASS  PASS  PASS
13	Fire-rated air transfer grilles or fire dampers	CHECK:  (a) Proprietary door type is approved for use of a fire-resistant air transfer grille or fire damper.  (b) For drop shutter type doors, the fusible link is present and is of the correct temperature rating and ensure correct operation of drop shutter mechanism.  (c) Intumescent type fire dampers and ensure intumescent fire damper is installed behind the cover grilles and that perimeter clearance is not excessive and is filled with intumescent type mastic.  (d) Cover grilles are not damaged and are securely fixed to door leaf.	✓  ✓  ✓  ✓  ✓		PASS  PASS  PASS  PASS
14	Kickplates	CHECK to ensure kickplates are securely fixed.	✓		PASS
15	Selective sequence for pairs of doors	CHECK to ensure:  (a) For 'T-Bar type' meeting stiles, or for rebated meeting stiles, that the sequence of door closure is correct.  (b) The condition of the selective sequence devices is satisfactory.  (c) The fixings provided are secure.	✓  ✓  ✓		PASS  PASS  PASS
16	Meeting stiles for pairs of doors	CHECK to ensure any essential meeting stile astragals are installed and in good working order and incorporate the necessary smoke seal.	✓		PASS

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17	Door Access	Access provided to allow technician to meet inspection requirements under Australian standards.	✓	Please refer to inspection report 5274 for full details.	Failed: FD7

**IMPORTANT NOTICE: We attach for your attention the required remedial works to non-compliance fire door sets as nominated that this building is inspected and tested at intervals in compliance with QDC, part MP6.1 and A.S 1851 (2012)**

During our planned Inspection, Test, Preventative Maintenance of your fire, smoke doors and access panels where noted, we noted the following critical defects. This defect notice is issued in accordance with QDC 6.1 and AS1851-2015 which requires us to inform you that the doors requires rectification as detailed below within 30 days of inspection. Our technician can either repair the defect or organise for it to be repaired within the QDC 6.1 and AS1851-2012 required time frame.

The definition of a critical defect provided in the Building Fire Safety Regulation 2008 is “a defect that is likely to render the fire safety installation inoperable and the defect is reasonably likely to have a significant impact on the safety of occupants of part or all of the building if a fire or hazardous materials emergency happens”.

The Queensland Fire & Rescue Service would usually determine a critical defect as something that affects a fire safety installation sufficiently so as to prevent it from performing its normal function. In order to be deemed ‘critical’, a defect would normally be seen to significantly affect the installation. Please visit [www.fire.qld.gov.au](http://www.fire.qld.gov.au) press tab under Building Fire Safety and Building Fire Safety Regulations 2008 page 38 to 43 or call QLD fire and rescue community services 36351500

Note: In order to comply with requirements of QDC 6.1 and AS1851-2012, outstanding defects will be noted on the Annual Condition Report.

Touchwood Fire Doors - QBCC Licence No. 82028

Sample