

FIRE DOOR CHECKLIST

Fire door location: _____

Date of check: _____

Fire door reference: _____

Check completed by: _____

DOOR CLOSER

- Is the door closer free from damage and not leaking?
- Does the door fully close within 25 seconds?
- Open the door to 5° or 75mm. Does it close and engage the latch?
- Is the door closer CE/UKCA marked?
- Is the minimum power size EN3?
- If there is a concealed door closer, is it fitted with the correct intumescent material?
- If there is an electromagnetic hold open device, is it operating correctly and releasing the door(s) when the fire alarm is activated?

DOOR FURNITURE

- Is all furniture CE/UKCA marked and fire-rated?
- Are locks & latches fitted with the correct intumescent lock protection?
- Does the latch secure the door in place without rattling?
- Does the handle operate smoothly and return to a horizontal position (if applicable)?

GAPS & SEALS

- Is the gap between the door and frame between 2-4mm?
- Are the correct intumescent strips fitted around the perimeter of the door or frame?
- Are the intumescent strips continuous around the hardware?
- Are the intumescent strips free from damages?
- Is the threshold gap the correct size in line with the door manufacturer's guidance?

HINGES

- Are there a minimum of 3 hinges?
- Does each hinge have a CE/UKCA mark & fire identification stamp?
- Is each hinge fixed securely with the correct amount of screws?
- Is the grade of hinge correct for the door?
- Have intumescent pads been fitted in line with the doors test evidence?

SIGNS & CERTIFICATION

- Is the fire door clearly identifiable with appropriate signage on both sides in accordance with BS4599?
- Does the door have a plug or certification label in the edge or top of the door?

VISION PANELS

- Are vision panels secured in place without any rattling?
- Are the vision panels free from damages and cracks?
- Is the glass fire-rated?
- Are intumescent glazing seals free from damages and tested to BS 476?
- Vision panels are needed where doors on escape routes sub-divide corridors

DOOR LEAF & FRAME

- Is the door free from visible damage?
- Is the frame in tact?
- Have there been any modifications to the door? If yes, check these are in line with the door manufacturer

