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Memorandum

December 2, 2005

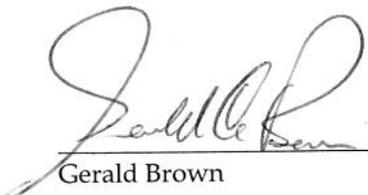
To: Gerald Brown
From: William Griffing *WGriff*
Subject: Revised FESHM Chapter 6012 - Periodic Inspection of Fire Doors

Enclosed you will find revised FESHM Chapter 6012, Periodic Inspection of Fire Doors. This chapter has been revised to reflect current requirements and operations. It has been reviewed site wide, and all comments have been addressed.

After final approval, please return this approval page to Elizabeth May at MS119 for posting on the web.

Encl.

Recommended for Approval:


Gerald Brown
Date 12/05/2005

Approved:


Piermaria Oddone
Date 12/8/05

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PERIODIC INSPECTION OF FIRE DOORS

INTRODUCTION

The inspection of fire doors for mechanical soundness and non-obstruction is necessary to preserve the integrity of fire barriers designed to prevent the spread of fire.

REFERENCE

NFPA 80, Standard for Fire Doors and Fire Windows, 2003 edition

NFPA 101, Life Safety Code, 2003 edition

NFPA 252, Standard Methods of Fire Tests of Door Assemblies, 2003 edition

NFPA 105, Recommended Practice for the Installation of Smoke-Control Door Assemblies, 2003 edition

FESHM 2050 Building Manager Program

RESPONSIBILITIES

Divisions/Sections are responsible for

- Assuring that an inventory of fire doors (in buildings for which they have landlord responsibilities) is up-to date
- Conducting annual inspections of fire doors

The Fermilab Fire Department shall perform a visual inspection on a bi-yearly basis of those fire doors that are identified and labeled as such by the divisions/sections.

The ESH Fire Protection Engineer shall provide guidance to divisions/sections regarding fire doors design and use upon request.

REQUIREMENTS

1. Inventory

Each division/section shall compile, for their areas of responsibility, an inventory of fire doors in fire barriers and submit a copy to the ESH Fire Protection Engineer and the Fermilab Fire Department. The inventory shall be reviewed and resubmitted every two years.

2. Inspections

Each fire door shall be inspected annually for the following factors:

- Damage, e.g., rust through, open screw holes, dents causing metal fractures etc.;
- Obstructions;
- Alteration, e.g., addition of a dead bolt or removal of a knob;
- Self-closing and -latching from the full-open position;
- Self-closing and -latching from a stationary, near-closed position;
- Condition of fusible link on sliding doors or overhead roll up type fire doors (e.g., damaged, painted or removed); and
- Attachment of ignitable material on door (e.g., affixing of posters, memos or other material).

3. Deficiencies

Any deficiencies identified during these inspections shall be repaired. If the fire door cannot be repaired in a timely manner, the deficiency shall be entered into ESHTRK to assure follow-up.

4. Documentation

Each division/section shall keep the fire door inventory list in a central location. A separate, written record shall serve to show each year the passing or failing of each door. The record shall contain the following information:

- The date of inspection
- The name(s) of the inspector(s)
- *Pass or fail*
- Any reason(s) for failure

The Fire Department shall record any deficiencies that are identified during their inspections on the facility fire inspection form and report findings to the Senior Safety Officer for correction. All records shall be kept for a minimum of three years after use. Divisions/Sections will submit copies of all reports/findings to the ESH Fire Protection Engineer.