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Automatic Door Log Book

Record of Automatic Door service and maintenance

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## **Routine Inspection by User**

Make sure you check your doors regularly for signs of wear and tear or damage and get these problems fixed by an engineer before a small problem becomes a huge one. Look after your doors and make sure they are opening and closing properly, there are no obstructions which could cause damage and look out for anything that isn't quite right.

It is important you keep your door clean and clear of obstructions. If you are going to clean your door please turn it off at the mains and wipe the doors and sensors, please do not alter the effectiveness of the sensors. It is not advised that you touch the automation/electronics of the door.

## Annual Inspection, service and maintenance

The annual inspection, service and maintenance of the Automatic doors must be carried out by a competent engineer. It is recommended that an Automatic door service to be conducted at least once a year to comply with Health and Safety regulations.

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DATE	SYSTEM CHECKED BY	FREQUENCY OF TEST I.E. WEEKLY, 6 MONTHLY ETC.	REMARKS: (INCLUDE DOOR LOCATION)

PREN	<b>MISES</b>	SPECI	FIC	INFO	)RMA	NOITA
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ADDRESS OF THE PREMISES					
RESPONSIBLE PERSON(S)					
COMPETENT PERSON(S)					
NAME AND ADDRESS OF THE OWNER(S) OF THE PREMISES					

This Automatic door logbook and maintenance record should remain on the premises at all times. The register will assist you in proving compliance with your legal responsibilities in relation to automatic door safety and should be completed following the inspection, test and maintenance of any of the items required by the legislation.

The logbook should be available to relevant employees or any service engineer as required.

For all Automatic Doors in use it is in the interests of both the end user and the property owner or facilities manager that Health and Safety is given the highest priority and there are specific legal requirements to be adhered to regarding the servicing of all Automatic Doors, which are designed to both enhance the safety of end-users and protect building owners.

The only specific standard that covers Automatic Door installations is the European Standard EN16005 Safety in use of powered pedestrian doors.

It is now a mandatory requirement since April 10th 2013 to adhere to the requirements of IS EN16005 for all new automatic door installations in Ireland and the other CEN Countries of Europe.

• For all non-Low Energy Automatic Doors there is a requirement for safety sensors and the door operator must monitor and test the safety sensors once per activation.

Additional requirements for Automatic Sliding Door sets in escape and emergency exit Routes:

- For escape routes and emergency exit routes a fail-safe system including redundant motor and tested activation sensor with a durability test of not less than 1,000,000 cycles is required and this shall be automatically tested at least once every 24 hours.
- If a locked mode of operation is available, the mode of operation shall be protected by an access code or key so changes can only be made by authorised personnel.
- Side screen scanners should be avoided in escape routes and emergency exit routes as they may conflict with the requirement to open to 80% within 3 seconds if they become obstructed. Other solutions such as pocket screens or barriers may be more suitable.

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