

# Annual Inspection of Swinging Fire Door Assemblies

Name of Facility: \_\_\_\_\_

Fire Door Assembly Location: \_\_\_\_\_

Special Locking Arrangement?: \_\_\_\_\_

Number of Leaves: \_\_\_\_\_ Fire Rating of Each Leaf: \_\_\_\_\_ Fire Rating of Frame: \_\_\_\_\_

Rating of Barrier: \_\_\_\_\_ Purpose of Rated Barrier: \_\_\_\_\_

Automatic or Manual Operator?: \_\_\_\_\_ Hold-open Device?: \_\_\_\_\_

Inspected By: \_\_\_\_\_ Date: \_\_\_\_\_

Inspection Activity:	Yes	No	N/A	Comments
1. Is the door and frame free from holes and breaks in all surfaces?				
2. Are all the glazing, vision light frames and glazing beads intact and securely fastened?				
3. Are the doors, hinges, frame, hardware and threshold secure, aligned and in working order with no visible signs of damage?				
4. Are there any missing or broken parts?				
5. Is the clearance from the door edge to the frame no more than 1/8 inch?				
6. Is the door undercut no more than 3/4 inch?				
7. Does the active door leaf completely closes when operated from the full open position?				
8. Does the inactive leaf close before the active leaf when a coordinator is used?				
9. Does the latching hardware operate and secure the door in the closed position?				
10. Is the door assembly free from any auxiliary hardware items which could interfere with its operation?				
11. Has the door been modified since it was originally installed?				
12. If gasketing and edge seals are installed, have they been verified for integrity and operation?				

All "No" answers must be fully explained.

*Source: NFPA 80, 2010 edition*

Supervisor's Initial: \_\_\_\_\_ Date: \_\_\_\_\_ Work Order #: \_\_\_\_\_