Fire Door Assembly Inspection Checklist
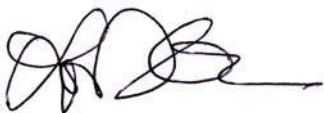
The 2007 and 2010 Editions of *NFPA 80 – Standard for Fire Doors and Other Opening Protectives* (Section 5.2 "Inspections") require all fire doors to be inspected not less than annually. When states, municipalities, and building/life-safety codes adopt or reference this edition of the standard, this requirement becomes effective and enforceable. Each fire rated door assembly must be evaluated using the following criteria, and documentation of the results of this inspection must be available for review by the Authority Having Jurisdiction (AHJ).

Click on any of the links below to find more information about the criteria online. If you're looking at a hard copy of this document, you can download an electronic copy with links at www.idighardware.com/fdai.

(1) No holes or breaks in door or frame.

(2) Glazing and glass kit/glass beads are intact and securely fastened.

(3) Door, frame, and hardware are in proper working order.

(4) No missing or broken parts.

(5) Door clearances are within allowable limits.

(6) Door closer/spring hinges are operational and door is self-closing.

(7) Coordinator ensures that door leaves close in proper sequence (pairs only).

(8) Door is self-latching in the closed position.

(9) Opening is not equipped with auxiliary hardware items which interfere with operation.

(10) No field modifications have been performed that void the label.

(11) Gasketing and edge seals, where required, are present, continuous, and of the proper type for a fire door.

Lori Greene, AHC/CDC, CCPR
Spec Team Lead & Certified Fire Door Assembly Inspector
Ingersoll Rand Security Technologies of New England
77 Wexford Street, PO Box 801, Needham Heights MA 02494
Email: lori_greene@irco.com
Blog: www.iDIGhardware.com
Phone: 781-453-5306 ~ Cell: 617-966-1688

Detailed Checklist for Fire Door Assembly Inspection (FDAI)   Insp. By: Date: Page #:

Opening #: _____   **Rating:** _____   **Compliant?:** ☐ Yes   ☐ No

Opening Location: _____

Operation
Door does not swing freely: ☐
Door does not close properly: ☐
Door does not latch reliably: ☐
Coordinator does not work properly: ☐
Electronic holder does not release: ☐
Door rubs on: ☐ floor   ☐ frame   ☐ other door

Frame
Not securely anchored to wall: ☐
Open holes / unused fastener holes: ☐
Rust-through: ☐
Frame is misaligned: ☐
Label missing: ☐
Label illegible: ☐
Non-compliant field modification: ☐
Incorrect / broken / missing glass: ☐
Broken / missing glazing bead: ☐
Glazing bead incorrectly fastened: ☐
Non-compliant glass light configuration: ☐

Door
Incorrect Clearance: ☐
Open holes / unused fastener holes: ☐
Damaged / delaminated door: ☐
Rust-through: ☐
Label missing: ☐
Label illegible: ☐
Non-compliant field modification: ☐
Incorrect / broken / missing glass: ☐
Broken / missing glazing bead: ☐
Glazing bead incorrectly fastened: ☐
Non-compliant glass light configuration: ☐
Non-compliant plant-ons: ☐
Door not installed: ☐

Hinges / Pivots
Incorrect type: ☐
Missing hinge / pivot: ☐
Missing / incorrect fasteners: ☐
Not securely fastened: ☐

Flush Bolts / Coordinator
Incorrect type: ☐
Missing / damaged bolt(s): ☐
Missing / damaged strike(s): ☐
Coordinator not functioning properly: ☐
Bolt does not engage strike: ☐
Missing / incorrect fasteners: ☐
Not securely fastened: ☐

Lockset / Latchset
Missing / damaged lock/latchset: ☐
Missing / damaged strike: ☐
Non-compliant latch throw: ☐
Non-listed latch: ☐
Latch does not engage strike: ☐
Missing / incorrect fasteners: ☐
Not securely fastened: ☐

Fire Exit Hardware
Missing / damaged exit device: ☐
Missing / damaged strike: ☐
Missing / damaged latch(es): ☐
Non-listed device (dogging present): ☐
Actuating portion less than half of door width: ☐
Latch does not engage strike: ☐
Missing / incorrect fasteners: ☐
Not securely fastened: ☐
Non-compliant mullion: ☐

Door Closer
Missing / damaged closer: ☐
Missing / damaged arm: ☐
Missing / incorrect fasteners: ☐
Not securely fastened: ☐
Closer leaking: ☐
Hold-open arm: ☐

Other
Seals damaged, missing, or incorrect type: ☐
Non-compliant protection plate: ☐
Non-compliant signage: ☐

Notes: