FRS
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FIELD CHECKLIST

Fire door inspection

WHAT THIS IS

A prompt sheet for recording what you actually find at a fire doorset, so nothing routine gets missed and the record is usable by somebody who was not there.

Every line comes from the FRS Technical Library, where each article is reviewed and dated by a named person.

WHAT THIS IS NOT

It is not an inspection report, and ticking every box is not a statement that a door complies. A compliance conclusion needs the doorset identified, the evidence behind it reviewed, and the standard that applies to *that* building established.

Where you cannot support a conclusion, record what is missing. That is a finding, not a gap.

BUILDING	DOOR / ASSET REF	INSPECTED BY	DATE

01 Before you touch anything

Two of these decide whether the rest of the inspection can happen at all.

- [ ] Construction era established. Passive fire materials installed before about 1990 can contain asbestos.
- [ ] Asbestos register checked, and its findings for this opening known.
- [ ] Drawings, door schedule or asset register to hand.
- [ ] The building's approval history known — which edition of the Building Code this part was approved against.
- [ ] Access and permit arrangements agreed with the building.

> **Stop.** If the asbestos status of a door is unresolved, stop there. Photograph it in place and record it as a finding. Do not drill, cut, sample or scrape to find out.

02 Identification

A door you cannot identify is a door you cannot reach a conclusion about.

- [ ] Tag located. If there is no tag, that is recorded as the finding.
- [ ] Tag photographed square-on, close enough to read.
- [ ] Every visible number and piece of text on the tag written down.
- [ ] Whole leaf and frame photographed, so the tag can be tied to the door later.
- [ ] Tag cross-checked against the schedule or asset record.
- [ ] Any disagreement between the tag, the schedule and what is actually installed recorded as a disagreement — not resolved on the spot.

03 Leaf and frame

- [ ] Damage to the leaf — location, extent and depth, photographed at both context and close-up scale.
- [ ] Frame distortion or movement.
- [ ] Leaf sag.
- [ ] Evidence of an earlier repair, and whether anything records what was done.
- [ ] Wall type at the opening recorded.
- [ ] Whether the frame fixings are visible or concealed.

04 Gaps and clearances

Measure only where the inspection scope calls for it — and record where you measured.

- [ ] Head, both stiles and the bottom measured with a suitable gauge.
- [ ] Measurement location photographed, so the same point can be measured again.
- [ ] Floor finish and threshold condition recorded — a changed floor finish changes the bottom gap.
- [ ] Meeting stile gap on pairs.
- [ ] Measurements compared against the evidence that applies to this doorset, not against a remembered figure.

05 Hardware

- [ ] Hinges — number fitted, condition, all screws present and tight.
- [ ] Closer — present, correctly fitted, and the door closes from fully open.
- [ ] Latch — engages fully without being pushed or lifted.
- [ ] Any hardware added after installation identified.
- [ ] Product data available for anything added.

06 Seals

- [ ] Intumescent seal continuous, full height, both stiles and head.
- [ ] Corners and meeting stiles photographed — that is where gaps in the seal show first.
- [ ] Missing, painted-over or shrunken sections recorded.
- [ ] Smoke seals present where the doorset is required to be a smoke door.
- [ ] Seal type checked against the tag and system information.

> **Stop.** A seal that fits the groove is not evidence that it is the right seal. Do not substitute a generic seal because it fits.

07 Modifications

Most fire door non-compliances are something somebody added later.

- [ ] Cut-outs, glazing, vision panels, grilles or air transfer openings.
- [ ] Drilling for access control, electric strikes or digital locks.
- [ ] Cable or wiring routes through the leaf or frame.
- [ ] Whether the modification is covered by the system evidence for this doorset — and if nobody knows, that is the finding.
- [ ] Signs the door has been modified more than once.

08 Operation

- [ ] Door filmed closing from fully open.
- [ ] Where contact or binding occurs recorded.
- [ ] An obvious temporary obstruction removed — only if it is safe to do so — and the obstruction recorded either way.
- [ ] Operating conditions noted: air pressure, stack effect, doors held by magnets.

> **Stop.** Do not force, bend or adjust parts to make a door work so it passes. A door made to close by hand on the day is a false record.

09 Record, for every door

- [ ] A unique asset and location reference somebody else can find again
- [ ] Door type and visible identifiers
- [ ] The condition observed on the day, kept separate from assumption
- [ ] Photographs — context and detail
- [ ] Measurements, where the scope required them
- [ ] The specific information that is missing, where a conclusion cannot be supported
- [ ] A practical next action: monitor, obtain records, investigate further, rectify, replace, or escalate
- [ ] Who inspected it, and when

10 Stop and escalate if

- [ ] Suspect asbestos, anywhere in or around the doorset
- [ ] The doorset cannot be identified from the tag, the records or the construction
- [ ] Drawings, schedule and site condition disagree with each other
- [ ] Damage extends into the frame or the surrounding wall
- [ ] The door has been modified and no evidence covers the modification
- [ ] A door has been repaired repeatedly and is still failing

NOTES

11 Door record sheet

One row per doorset. The columns are the fields in section 09 — if a row has a blank in it, the record is not finished. Photocopy this page as many times as you need.

ASSET / LOCATION REF	DOOR TYPE & TAG	CONDITION OBSERVED	PHOTO REF	EVIDENCE MISSING	NEXT ACTION

Inspected by _____ Signature _____ Date _____

Written against

AS 1905.1–2015 Components for the protection of openings in fire-resistant walls — Fire-resistant doorsets

AS 1530.4–2014 Methods for fire tests on building materials, components and structures — Fire resistance tests for elements of construction

AS 1851–2012 Routine service of fire protection systems and equipment

Building Regulations 2012 (WA) Regulation 48A places the duty to keep a building's safety measures — which include building fire integrity — performing to the relevant building standards on the **owner** of an existing Class 2 to Class 9 building. Those standards are the edition of the Building Code the building was approved against, not the current one.

Reviewed by Scott Cunningham, Compliance Manager. Source material last reviewed 8 July 2026. The current version of every answer behind this sheet is at fireratedsystems.com.au/technical-library/fire-doors/ — if this printout is old, the website is right and this is not.

General information only, and not legal advice. A conclusion about a specific doorset requires the actual construction, the evidence behind it and the site condition to be reviewed.

Need the doors inspected properly? (08) 6149 5444 · admin@fireratedsystems.com.au

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