

**Compliance Schedule Details:**  
**SS 3/1 – Automatic Doors**

Please provide the following information with your Building Consent Application - Form 2

(If you need help to complete this form, consult the system provider or an IQP who is registered for the system above)

Applicant Name: .....	Building Name: .....
Site Address: .....	Installation provider: (if known) .....
.....	.....
Existing Compliance Schedule Number(s): (if applicable)	Risk / Purpose group: .....
.....	Fire Hazard Category: .....
.....	Total Occupant Load: .....

**SPECIFIED SYSTEM DESCRIPTION** (address those items that apply)

<b>Specified systems:</b>	<input type="checkbox"/> Existing <input type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Removed
<b>Type:</b>	<input type="checkbox"/> Automatic sliding doors. <input type="checkbox"/> Automatic revolving doors. <input type="checkbox"/> Other: [specify] .....

Location Plan for specified systems and records is attached:  YES  NO

No.	Equipment location	Make (Main components)	Model
1			
2			
3			
4			

*If needed continue the list on another sheet of paper*

**STANDARDS** (address those items that apply)

Specifically, designed solutions do not apply if the system has been installed against a specific Standard(s) / document.

<b>Performance / installation:</b>	<input type="checkbox"/> NZS 4239:1993 Automatic sliding door assemblies. <input type="checkbox"/> AS 4085:1992 Automatic sliding door assemblies. <input type="checkbox"/> AS 5007:2007 Powered doors for pedestrian access and egress <input type="checkbox"/> AS 4290:2000 Design and installation of revolving doors. <input type="checkbox"/> Specifically, designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. (Details provided) <input type="checkbox"/> Other: .....
<b>Inspections:</b>	<input type="checkbox"/> NZS 4239:1993 Appendix A <input type="checkbox"/> Specifically, designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. (Details provided) <input type="checkbox"/> AS 4085:1992 Appendix A <input type="checkbox"/> Other: .....
<b>Maintenance:</b>	<input type="checkbox"/> NZS 4239:1993 Appendix A <input type="checkbox"/> Specifically, designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. (Details provided) <input type="checkbox"/> AS 4085:1992 Appendix A <input type="checkbox"/> Other: .....

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<b>INSPECTIONS, MAINTENANCE AND REPORTING</b> (address those items that apply)			
<b>Minimum inspection and maintenance procedures:</b>	<p>Regular inspection and testing and planned preventative maintenance and responsive maintenance will be carried out in accordance with the nominated performance and inspection standard/document to ensure:</p> <ul style="list-style-type: none"> <li>• Safe, suitable operation of the system</li> <li>• Occupants are not prevented from leaving the building in the event of an emergency</li> <li>• People with disabilities can gain access to the internal space of the building.</li> </ul>		
<b>Inspection frequency and responsibility:</b>	<p>Depending on the type of installation and its performance standard/document:</p> <p><input type="checkbox"/> Specifically, designed solutions: by IQP only</p> <p><input type="checkbox"/> Standard / another document:</p> <p style="padding-left: 40px;"><input type="checkbox"/> Daily: by Owner / representative</p> <p style="padding-left: 40px;"><input type="checkbox"/> Monthly: by IQP only</p> <p style="padding-left: 40px;"><input type="checkbox"/> Annually: by IQP only</p>		
<b>Buildings requiring daily maintenance:</b>	<table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top;"> <input type="checkbox"/> CS Purpose group  <input type="checkbox"/> CL Purpose group  <input type="checkbox"/> CO Purpose group  <input type="checkbox"/> CM Purpose group  <input type="checkbox"/> Building work affecting an Access Controlled Door                 </td> <td style="vertical-align: top; padding-left: 20px;"> <input type="checkbox"/> Risk Group CA                 </td> </tr> </table>	<input type="checkbox"/> CS Purpose group <input type="checkbox"/> CL Purpose group <input type="checkbox"/> CO Purpose group <input type="checkbox"/> CM Purpose group <input type="checkbox"/> Building work affecting an Access Controlled Door	<input type="checkbox"/> Risk Group CA
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<b>Inspections &amp; Maintenance:</b> <i>Daily/Monthly inspections</i>	<p>Doors will be inspected to ensure they can be opened and that they are not:</p> <ul style="list-style-type: none"> <li>• Locked</li> <li>• Barred</li> <li>• Blocked</li> </ul>		
<i>Annual Inspections</i>	<p>The following inspections will be carried out when appropriate:</p> <ul style="list-style-type: none"> <li>• Auto door controller operation</li> <li>• Activation devices</li> <li>• Safety devices</li> <li>• Hanger brackets &amp; bolt fixings</li> <li>• Wheels</li> <li>• Anti-rise rollers</li> <li>• General condition of door leaves and hardware</li> <li>• Alignment &amp; clearance of doors</li> <li>• Glazing &amp; vision panel to door leaves and over lights</li> <li>• Floor guides</li> <li>• Operation of any doorway illumination</li> <li>• Visibility of strongly contrasting visual strip to leading edge</li> </ul>		
<i>Annual Tests</i>	<p>In addition to the inspections, the following will also be tested for effective operation:</p> <ul style="list-style-type: none"> <li>• Electrical &amp; mechanical lock</li> <li>• Battery back up</li> <li>• Brake settings</li> <li>• Panic breakout or fail-safe devices</li> <li>• Interface between automatic doors and the buildings emergency warning system</li> <li>• Motion pick up of sensors at shallow angles</li> <li>• Door timing (it should remain open for at least 5 seconds)</li> </ul>		
<i>Maintenance</i>	<p>The following will be carried out during inspections as required:</p> <p><input type="checkbox"/> Adjust belt or chain tension</p> <p><input type="checkbox"/> Adjust brake settings</p> <p><input type="checkbox"/> Replace sticky, noisy or non-round wheels</p> <p><input type="checkbox"/> Clean track &amp; wheels with moist cloth</p> <p><input type="checkbox"/> Recharge back up batteries when power is below specified levels</p>		

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<b>Reporting:</b>	<p>The owner will keep records of all inspections, maintenance and repairs undertaken in the previous 24 months. These will be recorded in the On-Site Log Book, which will remain on the premises with the most recent compliance schedule, and as a minimum include:</p> <ul style="list-style-type: none"><li>• Details of any inspection, test or preventative maintenance carried out, including dates, works undertaken, faults found, remedies applied and the person who performed the work.</li><li>• Form 12A provided annually by the IQP</li></ul>
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