

FIRE PROTECTION · ROUTINE SERVICE

Fire & Smoke Doors — 6-Monthly

6-monthly routine service record aligned to AS 1851-2012 — Fire and smoke door sets

SITE / BUILDING	ADDRESS	CONTRACT NO.	SERVICE PERIOD
TECHNICIAN	ACCREDITATION / LICENCE NO.	DATE OF SERVICE	REPORT NO.
NO. OF DOOR SETS	PREDOMINANT FRL / TAG	HOLD-OPEN DEVICES (Y / N)	

P Pass / compliant **F** Fail / defect raised **N/A** Not applicable / not fitted

Tick the applicable box for each item and note defects in Comments.

1 Identification & signage

AS 1851-2012 · Section 17

#	INSPECTION ITEM	P	F	N/A	COMMENTS
1	Door set tagged / identified; fire-resistance tag present and legible	☐	☐	☐	
2	'Fire door — keep closed / do not obstruct' signage present where required	☐	☐	☐	
3	Door scheduled in the fire safety measures / register	☐	☐	☐	

2 Leaf, frame & clearances

AS 1851-2012 · Section 17

#	INSPECTION ITEM	P	F	N/A	COMMENTS
1	Door leaf and frame free from damage, warping and unapproved penetrations	☐	☐	☐	
2	Perimeter clearances within tolerance; no packing or wedging	☐	☐	☐	
3	No unapproved modifications, fixings or hardware	☐	☐	☐	

3 Hardware & operation

AS 1851-2012 · Section 17

#	INSPECTION ITEM	P	F	N/A	COMMENTS
1	Self-closing device closes the door fully from any position	☐	☐	☐	
2	Latches / hardware engage correctly; door latches into the frame	☐	☐	☐	
3	Hold-open devices (where fitted) release on alarm and allow full closure	☐	☐	☐	
4	Intumescent and smoke seals intact and continuous	☐	☐	☐	

4 Smoke doors & vision panels

AS 1851-2012 · Section 17

#	INSPECTION ITEM	P	F	N/A	COMMENTS
1	Smoke door operation correct; gaps within limits	☐	☐	☐	
2	Glazing / vision panels intact with approved seals (where fitted)	☐	☐	☐	

5 Records & restoration

AS 1851-2012 · Section 17

#	INSPECTION ITEM	P	F	N/A	COMMENTS
1	Defects recorded and reported; door not left obstructed	☐	☐	☐	
2	Door left in its normal (closed / armed) state	☐	☐	☐	
3	Logbook / service record and durable label updated	☐	☐	☐	

✓ Defects, Notes & Sign-off

Outstanding defects / actions raised this visit:

TECHNICIAN NAME & SIGNATURE

ACCREDITATION / LICENCE NO.

DATE COMPLETED

Guidance only. This checklist is a practical guide to 6-monthly routine service of fire and smoke door sets under **AS 1851-2012, Section 17**. Yearly service items are carried out at their own interval, and installation / certification is governed by AS 1905.1 and the door set's approval. Applicable items and clearances vary with the door type, its FRL and baseline data. Always service to the current edition of the Standard and the door set's approved configuration. This document does not replace a competent, accredited assessment.