

### 72-05 Sliding Doors

Date: 17 Aug 2021 Version: 4

Unit of Measure: Nr

Summary					
Frequencies	Tasks				
6M (Months) 60 mins	3 4 5 6 7 8 9 10 11 12 13 14				
<b>12M (Months)</b> 20 mins	15				
0U (Unspecified)	1 2				
Annual Timing	140 mins				

#### Introduction

- 1 Any maintenance carried out on the equipment should be in accordance with the manufacturers' recommendations.
- 2 Consideration should be given to the discharge of secondary energy.
- 3 The method statement and accompanying risk assessment should be read, understood and implemented during this task.
- 4 Make sure there is a safe system of works in place when undertaking this maintenance.
- 5 When preparing the content of the maintenance instructions the following elements shall be taken into account:
  - 5.1 the specifications and the intended use of the installation (type of installation, performance, type of goods to be transported, type of users, etc.);
  - 5.2 the environment in which the installation and its components are installed (weather conditions, vandalism, etc.);
  - 5.3 any restriction of use;
  - 5.4 the result of the risk assessment for every working area and for every task to be undertaken;
  - 5.5 the specific maintenance instructions provided by the manufacturer of safety components;
  - 5.6 in case of components other than safety components, where maintenance is necessary, the maintenance instructions provided by the manufacturer of these components.
- 6 Where grease and/or oil is recommended ensure the correct type of lubricant is used in line with the manufacturers' instructions and that any bearings are supposed to be lubricated and not sealed for life types.

Please refer to the overarching introduction (SFG 00-01) to make sure you are of the correct skill level as indicated within the task schedule to carry out the described works. Ensure you have read and understood the manufacturer's recommendations, carried out risk assessment(s) on each item of plant to identify the correct frequency of maintenance, identified all safety procedures that need to be applied and recorded in order to carry out the work in a safe and reliable manner.

Display Order	Tasks							
	Formal visual inspection of electrical equipment							
	Criticality:	Red	Frequency: 0U	Skill Set:	Electrical			
	Action:	Before this formal visual inspection is carried out, the test operative should obtain a copy of the previous findings, if available, so that any deterioration can be assessed and advice given accordingly.						
1		The formal visual inspection shall be recorded and include the following checks:  1 The equipment is installed and operating in accordance with the manufacturer's instructions including:  1.1 Correct voltage.  1.2 Frequency.  1.3 Operating current.  1.4 Electrical protection (fuse, breaker, RCD, etc.).  1.5 Secure terminations, etc.  2 The suitability of the equipment for the environment including:  2.1 Mechanical/heat damage.  2.2 Weather.						

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continued

2.3 High/lo	w temperatures
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- 2.4 Water.
- 2.5 Pressure.
- 2.6 Dirty conditions.
- 2.7 Corrosive conditions.
- 2.8 Flammable/explosive substances, etc.
- 3 Switching & isolation of equipment including:
  - 3.1 Normal functional use.
  - 3.2 Perform maintenance (lockable).
  - 3.3. Emergency disconnection, etc.
- 4 Where possible, the user should be consulted if they are aware of any faults and correct operation.
- 5 Carry out user checks including inspect:
  - 5.1 Equipment casing/housing check for cracks, warping, discoloration, scorching or burns.
  - 5.2 Flex/cable Check for damage or splits in the cable, twisting or repairs with adhesive tape.
  - 5.3 Accessories, including extensions and adapters Check the plug and sockets, length of cable. Reels should be uncoiled when being used.
  - 5.4 A valid label is attached.
  - 5.5 Look for a 'T' or test button on RCD device. Press before use to check RCD trips and disconnects equipment. Reset after test.
  - 5.6 Plugs, sockets, fused connection unit or similar check for heat damage, loose or bent screws/pins, and broken and loose casings.
- 6 Plugs, couplers and the like (unless non-rewireable) should be opened and the connections within inspected. Fuses, if fitted, should be checked for correct rating. (See current IET code of practice.) If equipment is found to be damaged or faulty, it should be immediately removed from use, reported, and labelled. The duty holder must be informed of any equipment failing the formal visual inspection.

Notes:

- 1 The scope of this inspection includes the electrical equipment and the supply cable from the point of isolation (where available) to the electrical equipment. The point of isolation is usually the demarcation boundary between the electrical equipment covered by this Schedule and the fixed wiring electrical installation.
- 2 The inspection should be undertaken in accordance with the current IET code of practice.
- 3 The findings from the inspection are to be recorded, a model form is provided within the current IET code of practice. (Specialised electrical equipment may require further tests necessitating a more detailed form.)

#### Combined inspection and testing of electrical equipment

Criticality: Red Frequency: 0U Skill Set: Electrical

Action:

Before this combined inspection and testing is carried out, the test operative should obtain a copy of the previous findings, if available, so that any deterioration can be assessed and advice given accordingly.

The combined inspection and testing shall be recorded and include the following checks:

- 1 A preliminary visual inspection.
- 2 Suitable means of isolation of equipment.
- 3 Where necessary, identify and disconnect ancillary equipment e.g. control/comms.
- 4 Undertake user checks from the formal visual inspection and shown below.
- 5 The suitability of the equipment for the environment including:
  - 5.1 Mechanical/heat damage.
  - 5.2 Weather.
  - 5.3 High/low temperatures.
  - 5.4 Water.
  - 5.5 Pressure.
  - 5.6 Dirty conditions.
  - 5.7 Corrosive conditions.
  - 5.8 Flammable/explosive substances, etc.

The in-service testing, to be completed, in the order shown:

- 1 A protective conductor continuity test on Class I equipment.
- 2 An insulation resistance test.

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		<ul> <li>3 Where required, a protective conductor current/touch current test.</li> <li>4 Where required, RCD operating time test.</li> <li>5 A functional check of the equipment.</li> <li>If equipment is found to be damaged or faulty, it should be immediately removed from use, reported and labelled. The duty holder must be informed of any equipment failing the combined inspection and testing.</li> <li>1 The scope of this inspection includes the electrical equipment and the supply cable from the point of isolation (where available) to the electrical equipment. The point of isolation is usually the demarcation boundary between the electrical equipment covered by this Schedule and the fixed wiring electrical installation.</li> <li>2 The inspection should be undertaken in accordance with the current IET code of practice.</li> <li>3 The findings from the inspection are to be recorded, a model form is provided within the current IET code of practice. (Specialised electrical equipment may require further tests necessitating a more detailed form.)</li> </ul>						
2 continued	Notes:							
	Operation -	general						
	Criticality:	Amber	Frequency:	6M	Skill Set:	Specialist		
	Action:	<ol> <li>Check to confirm that the sliding door is working correctly and find out if there have been any previous problems with the door or its operation.</li> <li>Check the physical condition of the equipment.</li> <li>The engineer is to ensure the door operator is isolated when necessary for safe working practice.</li> <li>Adjust components as necessary; replace all aged, worn or damaged parts.</li> </ol>						
3	Notes:	The frequency of these tasks depends on the number of operations the door performs each day but as a guide:						
		15 operations per day - 2 visits per annum 30 operations per day - 3 visits per annum 45 operations per day - 4 visits per annum 45+ operations per day - 6 visits per annum						
	Motor/drive unit							
	Criticality:	Amber	Frequency:	6M	Skill Set:	Specialist		
4	Action:	<ol> <li>Check all wiring including mains leads and terminal connections for signs of overheating and physical damage of insulation (tighten connections where necessary).</li> <li>Check main electrical isolator for condition and operation.</li> <li>Check security of all fixings.</li> <li>Check couplings for signs of wear and excessive noise.</li> <li>Check electrical integrity.</li> </ol>						
	Notes:	The electrical supply to the equipment must be isolated and confirmed safe, before carrying out this maintenance check.						
	Gearbox							
	Criticality:	Amber	Frequency:	6M	Skill Set:	Specialist		
5	Action:	Check security of fixings. Check drive wheel for security and wear. Check for signs of oil leak.						
	Notes:	The electrical supply to the equipment must be isolated and confirmed safe, before carrying out this maintenance check.						
	Belt							
	Criticality:	Amber	Frequency:	6M	Skill Set:	Specialist		
6	Action:	•	of wear or damage. et for security, wear or	damage.				
	Notes:	The electrical supply to the equipment must be isolated and confirmed safe, before carrying out this maintenance check.						

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	Switches							
	Criticality:	Amber	Frequency: 6M	Skill Set:	Specialist			
7	Action:	Check switches	for correct operation, damage o	r wear.				
	Notes:	The electrical supply to the equipment must be isolated and confirmed safe, before carrying out this maintenance check.						
	Wheels							
	Criticality:	Amber	Frequency: 6M	Skill Set:	Specialist			
8	Action:	Check for correct adjustment, damage or wear.  Operate doors manually and adjust carriage wheels and stabilising wheels to ensure and improve smooth running of door leaf on track.						
	Notes:							
	Track							
	Criticality:	Amber	Frequency: 6M	Skill Set:	Specialist			
9	Action:	Check track is securely fixed to wall. Clean all components within cover.						
	Notes:							
	Doors							
	Criticality:	Amber	Frequency: 6M	Skill Set:	Specialist			
10	Action:	<ul> <li>1 Check door adaptors.</li> <li>2 Report any damaged doors to client.</li> <li>3 Check operation of any breakout facility.</li> <li>4 Lubricate where necessary hinge points on door leaf.</li> </ul>						
	Notes:	The electrical su	apply to the equipment must be in echeck.	solated and confirmed safe, be	efore carrying out			
	Shoes							
4 4	Criticality:	Amber	Frequency: 6M	Skill Set:	Specialist			
11	Action:	Check floor guid	le track, shoes and guide for we	ar and security.				
	Notes:							
	Electrical -	6 monthly						
	Criticality:	Amber	Frequency: 6M	Skill Set:	Specialist			
12	Action:	<ol> <li>Check battery unit for correct operation.</li> <li>Isolate power to ensure doors fail to open position on battery power.</li> <li>Check all speeds and functions are correct.</li> <li>Check photocells for correct operation and signs of corrosion.</li> <li>Check operation and ranges of impulse devices.</li> <li>Check operation of any threshold devices.</li> <li>Replace and clean cover.</li> </ol>						
	Notes:		ipply to the equipment must be i	solated and confirmed safe, be	efore carrying out			
	Safety devi	Safety devices and safety tests						
	Criticality:	Amber	Frequency: 6M	Skill Set:	Specialist			
13	Action:	2 It is the per	occupier safety tests on sliding descriptions of the son state of the son state of the son state of the son state of the son son state of the	the operation and maintenance				

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13 continued	Notes:	3 Additional tests to those given in this schedule may be necessary if specified by the manufacturer.  The electrical supply to the equipment must be isolated and confirmed safe, before carrying out this maintenance check.						
	Operationa	l test						
	Criticality:	Amber	Frequency: 6M	Skill Set:	Specialist			
14	Action:	<ul><li>1 Carry out a full operational test on the sliding door.</li><li>2 Check all safety devices for correct operation. Operate emergency stop buttons.</li><li>3 Check the doors for noise.</li></ul>						
	Notes:	With the electric	pperational tests.					
	Full report							
	Criticality:	Amber	Frequency: 12M	Skill Set:	Specialist			
15	Action:	Submit full report detailing work carried out and BS 7036/BS EN 16005 checklist indicating door speeds, safety ranges etc.						
	Notes:							

### Legislation, Regulations and Guidance

http://shop.bsigroup.com/ProductDetail?pid=000000000030342613

BS 7671:2018+A1:2020. Requirements for Electrical Installations. IET Wiring Regulations.

http://shop.theiet.org/code-of-practice-for-in-service-inspection-and-testing-of-electrical-equipment-5th-edition

IET Code of Practice for in-service inspection and testing of electrical equipment