

Single Action Fire Door Installation Manual

Single Action GRP Flush Door Installed in a Wrap Around Stainless Steel Frame





Do not install, operate or service this product unless you have read and understand the related Safety Practices, Warnings, Installation and Operating Instructions contained in the manual. Failure to do so could lead to property damage, serious injury or even death!

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1.0 Safety Practices



The Safety Alert Symbol is the triangle with an exclamation mark that is used next to the signal word.

The safety alert symbol is used regularly throughout this document. It is used to alert you to potential personal injury hazards associated with the installation or use of this product. Please obey all safety messages that follow this symbol to avoid potential property damage, serious personal injury or even death.



DANGER: Indicates an imminently hazardous situation that, if not avoided will result in death or serious injury. This signal word is limited to the most extreme situations.



WARNING: Indicates a potentially hazardous situation that, if not avoided, could result in death or serious injury. Hazards identified by the signal word WARNING present a lesser degree of risk or injury than those identified by the signal word DANGER



CAUTION: Indicates a potentially hazardous situation that, if not avoided, may result in minor or moderate injury. It may also be used to alert against unsafe practices, associated with events that could lead to personal injury



NOTICE: Indicates a statement of company policy directly or indirectly related to the safety of personnel or protection of property. This signal word should not be associated directly with hazardous situations and shall not be used in place of danger, warning or caution





Do not install, operate or service this product unless you have read and understand the related Safety Practices, Warnings, Installation and Operating Instructions contained in the Manual. Failure to do so could lead to you <u>Invalidating the Fire certification</u>, property damage, serious injury or even death.

Please Read and understand ALL warning labels and operating instructions in this manual BEFORE operating the door-set. If you do not understand the instructions, then speak to your supervisor, or

1.1 Usage of Single Action Fire Doors

- 1. Unless requested otherwise by the customer, doors supplied by Dortek are intended for use by trained personnel only.
- 2. It is the owner's responsibility to;
 - a) train all personnel in the correct operation of the door(s).
 - b) train all personnel operating, using, or being within the vicinity of, the operational door(s).
 - c) erect suitable warning signs/labels within the vicinity of any operational door(s).
 - d) ensure that instructional literature is kept legible, intact and with the door(s).
 - e) ensure that the door(s) is serviced and maintained correctly in order to provide a long, useful and safe working life.
- 3. Door(s) should not be operated by users while under the influence of any intoxicating substances
- 4. Door(s) should not be used or operated if it looks broken or unsafe. Advise maintenance or your supervisor immediately
- 5. Users must stand clear of moving door(s)
- 6. Users and other personnel must keep all limbs and body parts clear of door(s)
- 7. Users must be aware when operating door(s) if there are people, material or equipment in the immediate vicinity of the moving door(s)
- 8. Failure to operate the door(s) as intended, as described, or to heed any warning may result in equipment damage, property damage, serious bodily injury or death.
- 9. If you have any questions, please contact your supervisor or a Dortek representative



2.0 Welcome Note

Dear installer,

Thank you for purchasing this Dortek door set. This GRP single action doorset has been designed, tested and built using high quality materials that provide many years of service.

*** To install this doorset follow the instructions in this document ***

(Dortek have a comprehensive installation department with technical support, should you require additional information). This door system should only be installed by qualified installers. Please read this instruction manually thoroughly before commencement of installation activities.

Failure to comply with ALL installation instructions may invalidate the fire certification

Dear customer,

We are pleased that a Dortek GRP single action doorset has been chosen for this installation. Dortek carefully design, test and build their doorsets from high quality materials so it provides many years of reliable service. The doorset must be installed, adjusted and checked properly to ensure it's proper operation and safe use. To aid with correct installation and adjustment, the installer must carefully read this instruction manual before proceeding with any work.

These instructions are for the installation of the door and frame for a manually operated, GRP, single action fire-rated doorset

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3.0 General Information

3.1 Warranty Policy

Dortek Itd (herein called "Dortek") warrants solely for the benefit of its customer that each door set manufactured by Dortek (each a "Door Set") will be free from defects in material and manufacture for a period of one (1) year from the date of original shipment by Dortek. The foregoing limited warranty shall not apply to defects that result from improper installation, abuse, misuse, alteration, modification or failure to maintain the door set in accordance with the Dortek Installation Manual. Periodic lubrication and adjustment of the door set as described in the Dortek Installation Manual are the sole responsibility of the customer. All claims for defects must be made to Dortek within thirty (30) days after the defect is discovered or should, with reasonable care, have been discovered.

THE FOREGOING LIMITED WARRANTY CONSTITUTES THE EXCLUSIVE WARRANTY OF DORTEK WITH RESPECT TO THE DOOR SET. DORTEK EXPRESSLY DISCLAIMS ALL OTHER GUARANTEES OR WARRANTIES—WHETHER EXPRESS, IMPLIED, OR STATUTORY—INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

If a door set does not comply with the foregoing limited warranty, and a claim is made by customer within the applicable warranty period, Dortek will, at the option of Dortek, either repair or replace any defective equipment or parts free of charge, and pay the reasonable labour costs to repair or replace the defective equipment or parts. The remedy of repair or replacement shall be the exclusive and sole remedy for any breach of the foregoing limited warranty.

DORTEK SHALL NOT IN ANY EVENT BE LIABLE FOR ANY INCIDENTAL, INDIRECT, SPECIAL, EXEMPLARY OR CONSEQUENTIAL DAMAGES OF ANY KIND, INCLUDING WITHOUT LIMITATION ANY LOST PROFITS, ARISING FROM THE SALE OR USE OF THE DOOR SET, OR FROM ANY OTHER CAUSE WHATSOEVER, WHETHER THE CLAIM GIVING RISE TO SUCH DAMAGES IS BASED UPON BREACH OF WARRANTY (EXPRESSED OR IMPLIED) BREACH OF CONTRACT, TORT, STRICT LIABILITY OR ANY OTHER THEORY OF LIABILITY, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY THEREOF, AND REGARDLESS OF ANY ADVICE OR REPRESENTATION THAT MAY HAVE BEEN RENDERED BY DORTEK CONCERNING THE SALE OR USE OF THE DOOR SET.

At DORTEK's request, customer shall return to Dortek for inspection any Door set for which a warranty claim has been made, F.O.B. Dortek's facility with freight prepaid. The customer is responsible for any removal costs.

The customer shall comply with the following procedures in filing a warranty claim with Dortek:

- Notify Dortek of any and all defects in writing. Dortek will review the warranty request and issue a Returns Goods
 Authorisation (RGA) form if the defective parts need to be returned to Dortek for inspection and verification. The RGA
 form must accompany any materials returned for warranty consideration.
- 2. All replacement parts or equipment will be invoiced to the customer. Upon verification by Dortek that the Door Set is defective, Dortek will issue a full credit to customer for the replacement parts or equipment.
- 3. If outside labour is needed to install the replacement parts or equipment, Dortek requires a written estimate of the labour charges in advance, so Dortek may approve the labour charges and issue a purchase order. Dortek will not accept any labour charges unless previously approved by Dortek and accompanied by the Dortek purchase order number.

The customer must file a claim with the shipper for any damage and/or losses that may occur during transit.

Installation hardware and start-up of the Door set equipment is the responsibility of the installation contractor. Periodic adjustments and normal maintenance are the responsibility of the customer

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3.2 Door Set Delivery

Dortek door sets and/or automation are shipped to customers in cartons, crates or on pallets. During transportation, carriers are requested not to stack other goods on top of Dortek product. Double-check packaging for signs of external damage prior to accepting delivery of goods. Product must be stored in the original packaging in a dry and frost-free area.

Dortek Door Systems are packaged and palletized to protect the contents during transit to site; frames and doors may be wrapped separately. Upon arrival at site, please measure the openings to ensure they are correct as per the Dortek acknowledgement of the order.

In cases where orders are for more than one door, make sure the correct frame is fitted with the correct door. All Dortek door sets are clearly marked with the site-specific identification.

Doors and door frames can be heavy and awkward to carry, Dortek always recommend two installers, and the use of mechanical aids to transport and lift doors during installation on site.



NOTICE

Unless specifically called out on the customer quotation as being supplied by Dortek with the kit, the installer is to provide all necessary mounting hardware, anchors, inserts, hangers, supports and equipment required to install the door in accordance with customer agreed specifications and Dortek instructions.

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3.3 In the Carton



The Dortek Single Action Swing door is shipped from the factory in a single carton, or in crates when shipped in multiples.

Door blades may or may not be shipped in the stainless steel frame

Note: The examples shown may not represent how your order is packed

3.4 Storage of Doors

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Doorset's should be stored in their original crate or containers in a safe secure area at all times before being installed.

- Do not lean doors or frames at any time upright against walls
- Do not store doors or expose their containers or open to weather conditions or in direct sunlight
- Do not store doors in direct sunlight

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3.5 Personnel Protective Wear

Dortek recommend the following PPE

- 1. Protective head wear
- 2. Steel toe capped boots
- 3. High visibility top
- 4. Glasses
- Gloves 5.
- 6. Ear protection
- 7. Dust mask



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3.6 Required Installation Tools

Before installation commences please ensure the following tools and equipment are available.

Required:

- 1. Pencil
- 3. Screw Driver
- 5. Hammer
- 7. Socket wrench
- 9. Suitable G clamp
- 10. Sealant gun & Everbuild B1 /B2 or Screwfix 833897 silicone or caulk
- 11. Steel fixing shims
- 13. Stepladder

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14. Offset open spanner

- 2. Tape measure
- 4. Spirit level
- 6. Electric drill & assorted bits
- 8. Allen (Hex) key
- 12. Pop rivet gun/set
- 14. Hack saw
- 16. Set of regular spanners
- 17. Wurth Easydrive Concrete Screws (7.5 x 93mm)
 Wurth Code 023413092



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4.0 Pre-Installation



DO NOT remove any door components from their protective packaging until you reach the installation phase where they are required.

4.1 Important Installation Instructions

- 1. Carefully read this Instruction Manual completely (a number of times if required) to become familiar with each step BEFORE beginning the installation.
- 2. This unit should only be installed in a rough opening capable of providing proper structural support, refer to section 5.0 in the Manual to ensure that the available door opening complies with the minimum requirements.
- 3. After installation and adjustment has been completed, it is the installer's final responsibility to instruct the owner in the safe use of the door system. The installer must also present the owner with a copy of this Manual and the completed commissioning check sheet
- 4. It is the owner's responsibility to retain these instructions for future reference relating to door system maintenance, and other requirements.

4.2 Limitation of liability

The door must only be used accordance with its intended, specified use. Dortek will not accept any liability for damages resulting from unauthorised modifications, unsafe, or improper installation or use of the door. Fire doors must not be in any way be prevented from closing unless held open by specific devices that will automatically close in the event of a fire alarm activation

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4.3 Safety First

Prepare the following mechanical and electrical precautions before proceeding to install the door and/or automation.

4.3.1 Mechanical Precautions



Assembly & Repair / Maintenance:

When carrying out any work activities always switch off the automation and place warning signs so that the door cannot be opened by mistake.

Work activities may only be conducted in compliance with the applicable legal regulations and provisions

Operation:



During opening

Ensure that there are no obstacles in the sliding space



Protect against pinching hazard

- Between the double action hinge mechanism
- Between the hinge side edge and the door frame
- Between the meeting point of the leading edge (in the case of a twin doorset).



During closing



- Ensure there are no obstacles door closing space
- Do not go through a small opening at the last minute while the door is closing

4.3.2 Extra Safety Measures



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Beware of constricted areas where a swing door is installed in a location where members of the general public may use the relevant doorway.

To prevent the occurrence of any crushing, extra safety measures must be taken

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4.3.3 **Electrical Precautions**

Where electronic devices are installed;

NOTICE

Liability:

Safety devices that have not been supplied by Dortek Ltd. can cause damage to the doorset controller unit. Claims under the factory warranty are not possible in such cases and all subsequent claims arising from failures related to such installations will be rendered void.



Assembly:

- Always wear dry work clothes and shoes
- Before commencing work, always check that the on/off power switch is set to the "Off" position
- Only insert the plug into an electrical socket after assembly has been completed
- To avoid personal injury and/or material damage, only fully trained personnel are authorized to connect, test and operate the equipment during installation



Repair:

Repairs to any Dortek Installations may only be carried out by fully trained Dortek technicians or by an authorised Dortek representative.

Settings:

- Before changing a setting, always consult the service department or a representative authorised by Dortek. All settings are pre-set by Dortek and are based on average values or those agreed in advance with the customer. Incorrect settings can lead to damage of the controller or the sliding door
- Warning! Incorrect setting of the opening direction will have consequences for the correct operation of safety systems. Changing parameters relating to direction and automation can lead to a malfunction that could result in serious injury or death, and/or material damage.

4.3.4 Maintenance

As with all products with moving components, your Dortek doorset will require maintenance or adjustment 1-2 times per year.



Failure to implement a regular inspection/maintenance schedule will render the product warranty invalid. In cases where damage or injury is caused as a result of failure to implement regular inspection/ maintenance, the sole responsibility will remain with the end user

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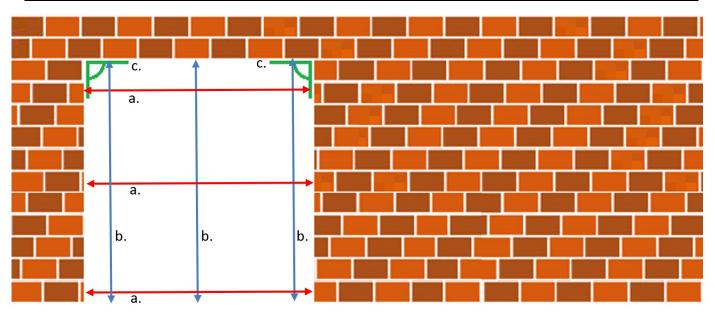
5.0 Structural Opening

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Double check the opening to confirm that the door_frame will fit into the available space, this can be done by comparing the required dimensions (agreed in advance of door set delivery) with the actual structural opening. This can be confirmed by

- a) Measuring the width dimensions in 3 places
- b) Measuring the height dimensions in 3 places
- c) Checking that the structural opening is plumb and square
- d) To be compliant with fire certification the maximum gap between the wall and frame is 20mm.

Gaps larger than 20mm invalidates the door-sets the fire certification and installation cannot proceed



Be aware of any obstacles, such as skirting, wall fixings, non-uniform protrusions, etc., that may interfere with the full opening and closing of the door(s)



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Ensure that the structure surrounding the door opening, including side walls and overhead lintel, is in sound and suitable condition for retaining the frame and door set. Dortek recommends that all installation personnel wear the correct PPE and safety clothing.

- Check that the surrounding wall structure has sufficient groundings to take the fixing bolts supplied.
 This includes areas for fixing the doorframe above the structural opening. Good examples of such material include concrete, timber and 5mm metal.
- Ensure that the floor underneath the structural opening, and in the area adjacent to opening that will receive the doorset, is flat and level.



Take due care in determining absence (or presence) of utilities such as electrical cabling or gas piping, that may be routed beneath the surface of the structure surrounding the door opening, PRIOR to commencement of any drilling related activities during the door installation.



It is not possible to put too much emphasis on the importance of installing the door frame both SQUARE and PLUMB.

Failure to have a properly installed frame will lead to problems related to door closure and sealing when attempts are made to fit the door(s) into the door frame.

"Measure Twice, Cut Once..."

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6.0 Installation of Door Frame



When working on installing overhead components, such as door frames, Dortek recommend that installers use and wear the correct safety equipment and clothing.

Keep personal out of area below where the frame header will be installed until all items are properly secured to the wall structure. Failure to do so may lead to asset damage, serious injury or death.

6.1 Preparation for frame installation

6.1.1 Confirm Opening Height x Width

Check the frame and height against the opening to ensure the frame will fit correctly into it. The gap

between the wall and frame cannot exceed 20mm to ensure compliance with fire certification. If this gap is greater than 20mm the installation cannot proceed



For automatic doors, make provision for the installation of safety means during the installation of the wrap around frame

6.2.1 Frame Front Section

The stainless-steel frame is a two-part system that wraps around the wall thickness. Take the front section and place the frame into the opening, and at the same time make sure it is grounded to the floor level and is plumb, square and level.

Push the front section of the frame into position in the structural opening and secure it putting fixings through the flanges within the reveal section.

First, secure the frame leg to the opening reveal; check the frame for plumb and level before repeating the process on the other frame leg

N.B. Wall to Frame Gap

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Please note, the gap between the wall (structural opening) and the GRP frame *MUST NOT* exceed 20mm.

All gaps of 10mm, or less, can be filled on both sides with Intumescent Sealant only.

Gaps greater than 10mm must be filled with rockwool or the specified fire rated expanding foam the depth of the frame.



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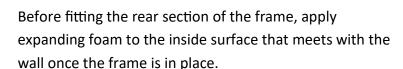
Complete the fixing process and pack as required using metal shims provided to ensure a solid grounding of the frame. The initial fixings will not be visible once the backframe section is fitted at a later stage. Do not fit the backframe section until the door hanging process is completed, this will allow for possible further adjustments that might be required once the door has been hung onto the rail.



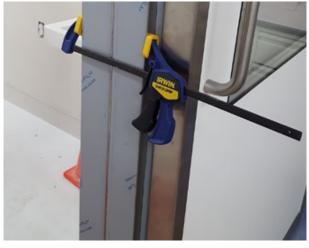


Once the frame has been confirmed level, plumb and square, fill the gap between the front frame section and the wall with fire -rated expanding foam.

Notice: Only Everbuild B1/Screwfix fire foam is certified for us with Dortek Fire doors







Put the rear frame section into position and make sure that it mates properly with the front frame section. Once the frame has been fitted correctly, apply clamps on a number of places around the opening to ensure an even pressure keeps both the front and rear frame sections together. Leave the clamps in position overnight

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7.0 Fitting Door Blade to Frame

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Improper installation of anchoring devices, or incorrect anchors, or installation of anchoring devices into aged or unsound concrete, or mounting to a non-plumb wall without correct packing/shimming; may result in uneven or premature product wear or product failure and/or invalidating fire certification

Failure to properly install this product could lead to property/asset damage, or in extreme cases serious personal injury.



When working on installing overhead components, such as door frames, Dortek recommend that installers use and wear the correct safety equipment and clothing.

Keep personal out of the area below where the frame header are to be installed until all items are properly secured to the wall structure. Failure to do so could lead to asset damage, serious injury or even death.



Take due care in determining absence (or presence) of utilities such as electrical cabling or gas piping, that may be routed beneath the surface of the structure surrounding the door opening, PRIOR to commencement of any drilling related activities during the door installation.

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7.1 Mount door blade to the frame

Dortek door blades are usually fitted with a standard lift-on or butted hinge. With the butt hinge, the door blade must be held in the correct position while it is screwed into the frame



With the standard lift-on hinge, simply lift the door so that the hinges mate correctly with the receiving parts screwed into the frame before letting the door blade slide into.



Also, customers sometimes specify their own model of hinge, if this is the case then the hinge type used may not be shown in the pictures above.

Open and close the door to confirm that it is operating correctly and not binding in any area on the floor, in the frame or any surrounding fixtures/fittings.

Some stainless steel frames have holes for fixing it to the wall, in such cases, stainless steel discs are attached to the frame for covering these holes once the frame is installed correctly.

Complete the commissioning of any hardware or ironmongery as per the customer requirements

The only exception is if a fire door is held by a mechanical device that, in the event of a fire, lets the door automatically close.

N.B. Door/Frame and Door/Door Gaps

The average gap must not exceed 3.1mm

Max. gaps, due to spot variations in surfaces, must not exceed 5.4mm



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7.2 Complete Installation documentation

Fully check, measure and confirm the installation is correct by complete the Technician Check Sheet and Certificate of Completion that can be found at the end of this manual.

Completed copies MUST be returned to Dortek Ltd & the original to site administrator

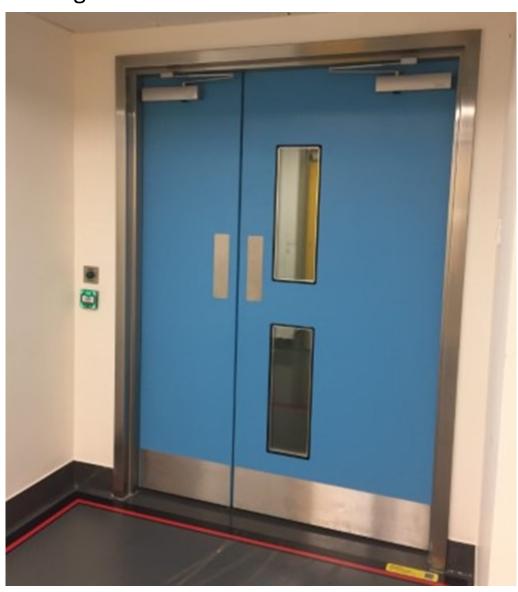
Failure to return paperwork will invalidate the manufacturers warranty on the installed doorset.

7.3 Operation of the fire door

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Ensure that a fire door can always return fully to the closed position uninterrupted. Never use any method or devices to hold a fire door open or not allow it to close fully.

Congratulations!
Your single action fire door has now been installed



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8.0 Defects and Faults

8.1 Door Damage

In the event that the door suffers serious damage, refrain from use and contact Dortek Maintenance immediately.

8.2 Unusual Noises

If the door set creates unusual noises then check the hinges and door edges for signs of damage. If any damage is discovered, then contact Dortek Maintenance and arrange for a service call. Failure to address such items will lead to further damage of the doorset.

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9.0 Product Cleaning

9.1 General

Dortek hygienic GRP doors and frames can be cleaned using any common cleaning agents and spirit based solvents.

The smooth gelcoat surface can withstand the strongest disinfectants, cleaning agents and other chemicals such as acetone, hydrogen peroxide, carbon tetrachloride and many others.

- When pressure washed, take care to prevent penetration of water through the fixing screws and between the frame and wall construction.
- Do not use wire wool/steel wool or other abrasive cleaners.
- Rinse and dry surfaces as necessary.

9.2 Natural Anodized Aluminium

Natural anodized aluminium products such as kick, push and design plates, mouldings and other accessories can be cleaned using any common cleaning agents and spirit based solvents.

- Do not use wire wool/steel wool or other abrasive cleaners.
- Rinse and dry surfaces as necessary.

9.3 Powder Coated Aluminium

Powder coated aluminium products such as kick, push, design plates, mouldings, other accessories can be cleaned using any common cleaning agents, and spirit based solvents.

- Do not use acetone or other spirit based solvents, hydrogen peroxide, carbon tetrachloride, strong chlorine solvents or strong alkaline cleaning agents.
- Do not use wire wool/steel wool or other abrasive cleaners.

9.4 Stainless Steel

Stainless steel products such as frames, kick, push and design plates, mouldings and other stainless steel accessories can be cleaned using any common cleaning agents.

Acetone and other spirit based solvents can also be used and cleaners specifically for stainless steel products.

- Do not use saline, bleach or wire wool.
- Rinse and dry surfaces as necessary

If you are unsure about the use of particular cleaning agents on Dortek products, please contact us for further information

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10.0 Technician Checklist

Site Address:			
Door Type:			
F Type	☐ K Type ☐		
Single Action	☐ Double Action ☐		
Sliding 🗌			
Fire Rating:			
30min	☐ 60min ☐		
120min 🗔			
Door Format:			
Single	☐ Pair ☐		
Unequal Pair			
Frame Type:			
GRP	☐ Stainless steel ☐		
Mild Steel	☐ Aluminium ☐		
Closer:			
Pull Side	☐ Push Side ☐		
Floor Pivot	Automatic		
Make/Model:			
Measured Gap	s (Door to Frame mm):		
Hinge Side	Left		
	Right		
Leading Edge			
Top Edge			
Door to Floor			
Measured Gaps (Frame to Wall mm):			
Frame Leg	Left		
	Right		
Frame Head			
Commissioned By:			
Company			
Signed	Date		

Door Location/Number:		
Dortek SAP Number:		



Slider Info:				
Slid Direction:				
Left ☐	Right 🗌			
Operation:				
Manual 🗌 Automatic				
Wall Type:				
Max gap of 20mm between wall and frame				
Panic Exit Device Checks (Mandato	ory if fitted):			
Panic device/lock securely fitted				
Panic activation lever/pad securely fitted				
Locking plate securely fitted				
All hinges securely fitted				
Latch bolt engages correctly				
Other Notes/Comments:				
1				

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11.0 Certificate of Completion

To:	(Client/Customer site contact)
Of:	(Client/Customer company name)
Your Order Number:	
Installed and Commissioned 🗌	
Completed Works	
We hereby advise that the works described ab order.	ove are complete and that the site has been left in good working
Company:	(Name of installation company)
Signature:	Print Name:
Date:	

In cases where doorsets have not been installed by Dortek Personnel, a copy of the Technician Checklist (previous page) and Certificate of Completion (this page), must be sent to the address below.

Failure to do so will invalidate fire certification and manufacturer's warranty.

Installation Manager Dortek Limited St Mark Street, Hull HU8 7ED UK

Tel: +44 (0) 1482 226848 Fax: +44 (0)1482 226843 e-mail: info@dortek.com

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