

FIRE DOOR GAPS, SEALS AND THRESHOLDS — DOOR-BY-DOOR CHECK — QUALITY — ONE PER AREA

Every fire door measured after decoration and the final floor finish — gaps at head, sides, meeting stiles and threshold against th... KD-QA-DS-005 Rev A0

How this sheet works: the subcontractor ticks and initials each point as the work is checked. ONE named reviewer — the principal contractor's site manager or quality manager — releases every HOLD POINT on this sheet, all the way to completion. The client, contract administrator or clerk of works signs once, at the end. A stack of these signed at a desk is not evidence — every hold point needs a reading, a photo reference and a date. Issue with the activity RAMS.

1 WHERE — A STRANGER MUST BE ABLE TO FIND THIS AREA FROM THIS SHEET IN FIVE YEARS

BLOCK / BUILDING	LEVEL / FLOOR	DOOR GROUP / FLOOR	GRIDLINES	DRAWING AND REVISION
PROJECT / SITE REF	SITE	SPEC CLAUSE / SCHEDULE	SUBCONTRACTOR INSPECTOR	REVIEWER — RELEASES THE HOLD POINTS

2 THE SPECIFIED SYSTEM — FROM THE SPECIFICATION AND THE DRAWINGS, NOT FROM MEMORY

DOOR SCHEDULE REF AND REV	CERTIFICATE GAP LIMITS — HEAD AND SIDES / THRESHOLD (MM)	SEAL TYPE AND SIZE SPECIFIED
DOORS ON THIS SHEET (NUMBERS)	FINAL FLOOR FINISH LAID AT THRESHOLDS? (Y/N)	GAUGE / FEELER SET USED

3. Ready to measure CHECK & RECORD

Decoration complete and dry on leaf and frame; the final floor finish laid at every threshold on this sheet; hardware complete and released on KD-QA-DS-004 Practice

The certificate's gap limits and seal specification in section 2 are for THIS doorset type — not a generic figure BS EN 1634 - Spec

READY CONFIRMED BY / DATE

RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo
SUB SELF-CHECK — INITIALS		DATE				

4. Door record — line 1 one line per door; continuation sheet where more than four CHECK & RECORD

Gaps at the head and both sides measured at three points each and within the range in section 2; meeting stiles on pairs within the range; threshold gap measured over the final finish and within the certificate's figure; intumescent seals continuous, in their grooves and unpainted; smoke seals in contact with the opposing face along the full length; glazing and beads intact with the intumescent glazing system in place BS EN 1634 - TDS

DOOR NO.	HEAD / HINGE / LOCK SIDE GAPS (MM)	MEETING STILE (MM)	THRESHOLD (MM)	SEALS / GLAZING	PASS / FAIL / BY	
RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo
SUB SELF-CHECK — INITIALS		DATE				

5. Door record — line 2 CHECK & RECORD

Measured against every item in line 1 BS EN 1634 - TDS

DOOR NO.	HEAD / HINGE / LOCK SIDE GAPS (MM)	MEETING STILE (MM)	THRESHOLD (MM)	SEALS / GLAZING	PASS / FAIL / BY	
RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo
SUB SELF-CHECK — INITIALS		DATE				

6. Door record — line 3

CHECK & RECORD

Measured against every item in line 1BS EN 1634 · TDS

DOOR NO.	HEAD / HINGE / LOCK SIDE GAPS (MM)	MEETING STILE (MM)	THRESHOLD (MM)	SEALS / GLAZING	PASS / FAIL / BY

RESULT

Pass

Fail

N/A

NCR REF IF FAIL

PHOTO REF(S)

Date/time on photo

SUB SELF-CHECK — INITIALS

DATE

7. Door record — line 4

CHECK & RECORD

Measured against every item in line 1BS EN 1634 · TDS

DOOR NO.	HEAD / HINGE / LOCK SIDE GAPS (MM)	MEETING STILE (MM)	THRESHOLD (MM)	SEALS / GLAZING	PASS / FAIL / BY

RESULT

Pass

Fail

N/A

NCR REF IF FAIL

PHOTO REF(S)

Date/time on photo

SUB SELF-CHECK — INITIALS

DATE

8. Frame, leaf and glazing condition

HOLD POINT

Frame-to-wall fire-stopping released and photographed before architraves on the installation sheet — reference recorded; where no record exists, an architrave is removed at a sample of doors the reviewer chooses and the fill seenBS 8214 · Practice

Leaf not trimmed beyond the certificate's allowance at any edge; leaf bow and twist measured with a straightedge and within the certificate's figure; no site-cut aperturesTDS

Vision panels the certified glass, bead and glazing system; no cracked glass or loose beads; the leaf's label or plug present and legible (KD-QA-DS-006)BS EN 1634

Threshold plate, drop seal or threshold strip fitted where the certificate or the specification requires it to close the threshold gap; the floor finish not cut back to make the gapSpec · TDS

INSTALLATION SHEET REF / SAMPLE DOORS OPENED	WORST LEAF BOW / TWIST (MM) AND DOOR NO.	PHOTO REFS

RESULT

Pass

Fail

N/A

NCR REF IF FAIL

PHOTO REF(S)

Date/time on photo

SUB SELF-CHECK — INITIALS

DATE

HOLD RELEASED BY THE REVIEWER — SIGNATURE

TIME

DATE

9. Remediation and re-check

HOLD POINT

Every door failing a line above brought within limits by a method the certificate or the door manufacturer allows — seals replaced, hinges re-set, leaf adjusted within its allowance, threshold strip fitted — and re-measured; the line updatedBS EN 1634 · TDS

Re-measurement by someone other than the person who did the remedial work; doors still outside the limits raised as a non-conformance belowPractice

DOORS REMEDIATED (NUMBERS) / RE-MEASURED BY

RESULT

Pass

Fail

N/A

NCR REF IF FAIL

PHOTO REF(S)

Date/time on photo

SUB SELF-CHECK — INITIALS

DATE

HOLD RELEASED BY THE REVIEWER — SIGNATURE

TIME

DATE

10 SNAGS FOUND IN THIS AREA — MINOR DEFECTS FIXED AND RE-CHECKED ON THE SHEET

A snag is a defect the trade puts right and someone else re-checks. Anything that fails an acceptance criterion outright, or cannot be fixed in the area, is a non-conformance and goes in the next section instead.

NO.	WHERE (ELEMENT / POSITION)	DEFECT FOUND	FIXED BY / DATE	RE-CHECKED BY / DATE...	OK?

11 NON-CONFORMANCES FOR THIS AREA — ONE BLOCK PER NCR; CLOSED BY SOMEONE OTHER THAN THE FIXER

NCR 1 — REFERENCE

POINT

OWNER (NAMED PERSON)

DUE

STATUS

WHAT WAS FOUND — AGAINST WHICH ACCEPTANCE CRITERION; WHERE; EXTENT

CORRECTIVE ACTION, AND WHAT STOPS IT HAPPENING AGAIN

FIXED BY / DATE

RE-INSPECTED BY (NOT THE FIXER) / DATE

PHOTO REF(S)

NCR 2 — REFERENCE

POINT

OWNER (NAMED PERSON)

DUE

STATUS

WHAT WAS FOUND — AGAINST WHICH ACCEPTANCE CRITERION; WHERE; EXTENT

CORRECTIVE ACTION, AND WHAT STOPS IT HAPPENING AGAIN

FIXED BY / DATE

RE-INSPECTED BY (NOT THE FIXER) / DATE

PHOTO REF(S)

NCR 3 — REFERENCE

POINT

OWNER (NAMED PERSON)

DUE

STATUS

WHAT WAS FOUND — AGAINST WHICH ACCEPTANCE CRITERION; WHERE; EXTENT

CORRECTIVE ACTION, AND WHAT STOPS IT HAPPENING AGAIN

FIXED BY / DATE

RE-INSPECTED BY (NOT THE FIXER) / DATE

PHOTO REF(S)

12 PHOTO LOG — WHAT EACH PHOTO REFERENCE SHOWS

PHOTO REF	POINT	WHAT IT SHOWS (LOCATION, ELEMENT, READING VISIBLE)	DATE / TIME	TAKEN BY

13 NOTES FOR THIS AREA

ANYTHING THE NEXT PERSON NEEDS TO KNOW — AGREEMENTS, DEVIATIONS FROM THE SPECIFICATION, ACCESS LIMITS, ITEMS CARRIED TO THE NEXT VISIT

14 RELEASE

The reviewer confirms every hold point on this sheet was released and every snag and non-conformance is closed; the client, contract administrator or clerk of works then signs once. This sheet goes in the handover file with the photos it references.

Subcontractor — work complete and self-checked:

PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME

Reviewer — all hold points released, all snags and non-conformances closed:

PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME

Client / contract administrator / clerk of works — final sign-off:

PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.