

Steel Security Door – Operations & Maintenance Manual

The door assemblies consist of various components, each presenting unique maintenance considerations. We recommend performing maintenance on the doors and associated hardware every two months. This schedule can be adjusted after the initial visit, based on actual usage.

Proper maintenance of all components is crucial; neglecting any part can lead to premature wear or malfunction. For example, a door blade may appear undamaged, but if the panic hardware is untested, it could pose a safety risk.

Please note that all doors come with a manufacturer's warranty (see terms and conditions for details). This warranty may be voided if maintenance is not performed as outlined in this manual.

Door Maintenance

Inspect door alignment every 6 months to ensure the door and frame are true. Doors should be free of dents and scratches and should operate smoothly. Regularly check door seals for proper fit and signs of damage.

Ensure doorways are free from obstructions to allow unimpeded operation. Daily visual inspections should be conducted to promptly identify any damage. Report any issues to the designated responsible person for timely resolution.

Locks and panic hardware must be checked for proper operation, and adjustments made as necessary. For any malfunctioning ironmongery, please contact us for assistance.

Latches & Hinges

Hinges should be installed accurately for optimal performance, with all hinge pins aligned vertically. Periodic inspections are necessary to check for wear that could hinder movement or cause the door to sag.

All screws should be tightened to prevent loosening, which is often caused by misalignment or improper screw choice. Loose screws should be addressed, either through tightening, realignment, or by using more suitable screws.

Lubricate hinges with light machine oil periodically. Squeaking indicates a need for lubrication, but frequent squeaks may suggest misalignment issues. For stainless steel hinges, dust regularly, wash with warm soapy water, and avoid abrasive cleaners. A light grease coating is recommended post-cleaning.

Correctly fitted locks and latches may still malfunction due to door or frame movement caused by environmental factors. Adjust the latch and deadbolt positioning if needed.

Regularly check for debris in the mortise and ensure that frame holes behind striking plates are clear to facilitate smooth bolt movement. Lubricate latch bolts, avoiding grease on internal mechanisms to prevent dust attraction.

Cylinders

Avoid oil lubricants on cylinders, as they attract dust. Use powdered graphite periodically for maintenance.

Lever Handles

Check backplate and rose fixings for tightness. Poorly maintained hardware can impede lock function. Ensure spindle grub screws are secure.

Pull Handles

Inspect pull handles for tight fixings. Loose handles can damage the door.

Emergency and Panic Exit Hardware

Regular inspections are vital for safety. Ensure ease of operation and adjust for any door or frame movement. Keep floor sockets clean to allow free movement of bolts. Light machine oil can be applied to pivot points.

Outside access devices (OADs) on fire exit doors should only be used for limited access to maintain their functionality.

Paintwork

Steel doors typically feature a powder coat or stainless steel finish. Clean as follows:

- General dirt: Use a non-abrasive cleaning solution diluted in hot water. Wipe with a wrung cloth to avoid soaking.
- Specific issues: Seek specialized advice for specific stains or problems.
- Surface damage: Touch up scratches with a compatible paint system

Care of Finishes

Corrosion often results from dirt and moisture on metal surfaces. In harsh environments, acidic or alkaline deposits can deteriorate finishes. Proper maintenance is essential for longevity.

Regularly dust surfaces with a soft, dry cloth, and occasionally clean with warm soapy water. Follow up with a quality wax polish to protect finishes. Avoid chemical sprays, abrasive cleaners, and materials that could damage surfaces.

- Electro-Plated Finishes - Clean with soapy water and a soft cloth, then dry.
- Powder Coating and 2-Pack Paint Finishes - Use a soft cloth and household furniture polish for cleaning; avoid industrial solvents.

Refinishing and On-Site Repairs

Remove all hardware before repainting. Never paint over hinges or locks. For minor dents, use car body filler and weatherproof paint.