

# FIRE DOORS COMPLETE LIMITED

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## **Timber-based fire doors: Maintenance training module.**

Thank you for your enquiry about our training package, here's a little bit more information about the training we provide.

### **Aims and objectives.**

We have designed and produced this training package to meet the needs of carpenters that maintain timber-based doors and that already have the necessary experience and practical skills, but that wish to improve their knowledge about maintenance requirements for fire resisting doors.

Our work also includes fire door inspections and I and many of my colleagues have become increasingly aware that many fire doors have been (and still are being) installed or maintained non-compliant to the requirements of the relevant standard.

The point about fire doors is that installation and maintenance should be in strict accordance with the door manufacturer's requirements based on the fire performance test for that particular door type. Those requirements vary from door type to door type, sometimes a little and sometimes a lot, there is little in the way in standardisation.

Our training provides the necessary clarity and recognises that the process begins with suitable inspection work and then maintenance and repairs for the door assembly. Many of the common non-compliance issues stem from insufficient survey and installation work, not just incorrect fitting of the door. By beginning with the inspection requirements and guiding the delegate through the processes of maintenance and repairs our training provides a clear understanding of how timber-based fire doors should be maintained to meet the Standard.

### **Delivery.**

This training package has been designed and produced to provide equally for remote study or for traditional classroom based delivery.

Learning materials comprise a booklet with around 100 pages containing images in colour and text to describe fire door installation requirements, as well as the same information on USB stick including voiced commentary and self-test facility comprising 100 questions. This provides the delegate with an opportunity to test their knowledge and review their answers before submitting themselves for the final examination.

To access the content from USB stick the delegate will require access to a suitable device running either Windows or Mac software.

Feedback on the learning materials has been very good indeed with learners being appreciative of having the voiced presentation and self-test contained on the USB, as well as the paper textbook version. Materials are despatched to one central point at your organisation for allocation to the

individual learners. This is to ensure that your organisation has control over how and when the learning materials are allocated and when study work may begin. However, should your organisation prefer, we can distribute them to individual learners – an additional charge would apply to cover postage.

### Content.

The content of the Timber-based fire doors: Maintenance training module is summarised briefly below:

- The role of the fire door. This describes the function of a fire door in terms of safety and compartmentation of the building to help keep occupiers and users safe by providing protection to escape routes and sleeping accommodation. It also covers fire door testing standards in terms of the fire ratings and requirements for restricted spread of cold smoke.
- What the law says about fire doors. In this section we look at what obligations are placed upon building operators and fire door installers and maintainers in terms of fire safety law in England & Wales.
- Certification, regulations & standards. Here we look at what building regulations apply in England & Wales to fire doors, what British Standards apply as well as related guidance and product certification.
- Inspection and maintenance requirements. This part is the main section of the training module. Here we look at inspection requirements in detail, including identifying the door as a fire door, fire doors without evidence of performance, how maintenance and repair work should be carried out and where to find details about maintenance requirements for particular door types. We also look at the individual components (ironmongery and seals etc.) that come together to make up the complete fire door assembly or door-set.
- Record keeping. This part covers records such as the door register, maintenance schedule, inspection forms and maintenance & repair forms.
- Further reading and resources. There is already guidance available that deals with many of the components of the fire door assembly. Some is free to access and others, such as the relevant British Standard, have to be purchased so here we provide links to relevant guidance documents.
- The final examination. Here we describe what will be expected in the final exam.
- Testing your knowledge. This includes a self-test facility so that the delegates can test themselves before booking the exam at our training centre.
- And finally. Here we sum up the training content and the importance of working to the required standards.

### Prices.

Prices below are quoted excluding VAT. There is a sliding scale so that applications for multiple delegates receive a useful discount.

Training course	One learner	Two	Three	Four	Five +
Timber fire doors: Installation course	£ 400 each	£ 350 each	£ 300 each	£ 275 each	£ 250 each
Timber fire doors: Maintenance course	£ 400 each	£ 350 each	£ 300 each	£ 275 each	£ 250 each
Timber fire doors: Inspection course*	£ 1200 each	£ 1100 each	-	-	-

\* This course includes the practical training and the final assessment.

NB. The theory element for all courses can be studied at home.

### How to book.

Contact us by telephone on 07599 425388 or by email at [robin@firedoorscomplete.com](mailto:robin@firedoorscomplete.com) alternatively there is a contact page at our website [www.firedoorscomplete.com](http://www.firedoorscomplete.com) where you can make an enquiry or send a message.

### **Trainer's credentials**

The training course has been designed by myself and is based upon my forty years of industry experience as well holding the following qualifications:

- Management of services under a UKAS accredited fire door inspection scheme
- Certificated fire door inspector
- Chairman of the Affiliation of Fire Door Inspectors
- Fire door inspector certification by BRE Global and Doorcheck
- Fire door installation & maintenance certification by BRE Global
- FDIS Diploma in fire doors
- Fire stopping inspector certification by Independent Fire Inspections
- Membership of the Institute of Fire Engineers
- Membership of the Institute of Materials, Minerals & Mining
- NOCN approval for delivery of SiteRight assured courses (contact us for details)
- Courses have FireQual recognised training programme approvals.
- ISO 9001: 2015 certification for the international standard of Quality Management Systems, provided by UKAS accredited audit & certification company.

### **Training certificates and further assessment option.**

Delegates that successfully complete the course and pass the final examination will receive a certificate of achievement valid for five years.

They may also apply to submit themselves for a practical assessment comprising the inspection and maintenance work to a timber-based fire door assembly at our training centre. The finished work would be subject to inspection by a certificated fire door inspector and where found to be compliant a further certificate would be issued. This option is priced at £ 1000.00 + vat per delegate and includes all materials but not the tools.

#### **Note.**

Whilst there is currently no legal requirement for fire door maintainers to possess a dedicated qualification, competence is necessary. The Regulatory Reform (Fire Safety) Order 2005 requires those that provide fire safety related services to be 'Competent Persons'. Regulation 7 of the Building Regulations covers workmanship and materials. Subsequent to the Hackitt Report there are industry led working groups looking at what competence should look like in the future and you may find the report 'A Higher Bar' interesting at <https://www.cic.org.uk/shop/a-higher-bar-achieving-a-competence-led-built-environment> It is expected that in future regulated qualifications may become either a mandatory requirement or at least a strong recommendation.

However, there is currently no mandatory requirement for fire door maintainer training but many clients such as housing associations, healthcare organisations and education providers now require that those that install or maintain fire doors have a qualification or certification as proof of competence to perform those works.

In terms of third-party approval for our training courses, we have attained FIREQUAL 'Recognised Programme Approval'. More information is available at <https://www.firequal.com/qualifications/fire-doors-complete-ltd>

We hope you have found the above interesting and please don't hesitate to contact me with any questions.

Yours faithfully,

*Neil Ashdown*

Neil Ashdown, MAFDI, FSIDip, DipFD, MIMMM.  
For and on behalf of Fire Doors Complete Ltd