

This sheet must be passed on to users

In order to safeguard the long-term protective characteristics of fire, smoke and soundproofing doors or those with other technical functions, the faultless operation of all accessories, including fittings (door closers, locks, etc.) and seals must be guaranteed by regular maintenance.

Maintenance schedule

Maintenance intervals depend on the level of wear and use of doors. **However, doors must be inspected at least once a year** and any necessary maintenance work should be carried out:

Frame seals:

Should frame seals be incomplete, damaged or no longer effective, because they no longer fit the door, this must be remedied by simply replacing them. Seals must be designed to fit the specific rebate geometry, which is why only seals supplied by ASTRA or HGM should be used.

Floor seals:

Floor seals must seal the gap between the door and the floor, across the full width of the door. Floor seals may need to be repositioned. Damaged seals must be replaced. Only seals supplied by ASTRA or HGM should be used.

Locks:

Inspect latches and bolts for movement. Where mechanisms have become restricted, spray some graphite oil into the lock casing. If the sides of latches are also oiled, the latches will slide better and the latches will engage more securely, the locking plates and steel fronts of door frames will be preserved.

Latch-keys:

Check the fixed position of the latch-key and adjust where necessary.

Electric door openers:

Electric door openers are generally maintenance-free, but here too, a little oil in the lock improves mobility.

Hinges:

Lightly oil hinges without maintenance-free polyamide bearings.

Door closers:

Doors must be properly closed by door closers. It may be necessary to alter and re-set the closing force, closing speed and end stop. Defective door closers must be replaced. For fire and smoke doors, only door closers that are approved for these doors may be used.

Locking mechanisms:

As a basic principle, only approved locking mechanisms should be used. Locking mechanisms must be continually maintained in an operable condition by the operator and inspected for flawless operation at least once a month. In addition, the operator is obliged to undertake or organise inspection for proper and trouble-free interaction between all mechanisms as well as maintenance, at least once a year, unless a shorter interval is specified in the corresponding approval notification. Any such inspection and maintenance work may only be carried out by a specialist or properly trained person. The scope, results and dates for periodic inspections must be recorded. These records must be kept by the operator.

Further information is contained, for example, in the *"Instructions for the use of locking mechanisms"*, which accompany every locking mechanism or which are supplied by the manufacturers of locking mechanisms, for example, DORMA or GEZE.

All adjustments to accessories, in particular to door closers and locking mechanisms, must be carried out in accordance with the manufacturers' guidelines or assembly instructions.



GRAUTHOFF Türengruppe GmbH
Brandstraße 71 – 79
33397 Rietberg-Mastholte
Tel. 02944 – 803-0
Fax. 02944 – 803-29



GRAUTHOFF Türengruppe GmbH
Astra Straße 1-10
39439 Güsten
Tel. 039262 - 84-0
Fax. 039262 - 219

licht & harmonie.
licht & harmonie Glastüren GmbH
Brandstraße 81
33397 Rietberg-Mastholte
Tel. 02944 – 9722-0
Fax. 02944 – 9722-129