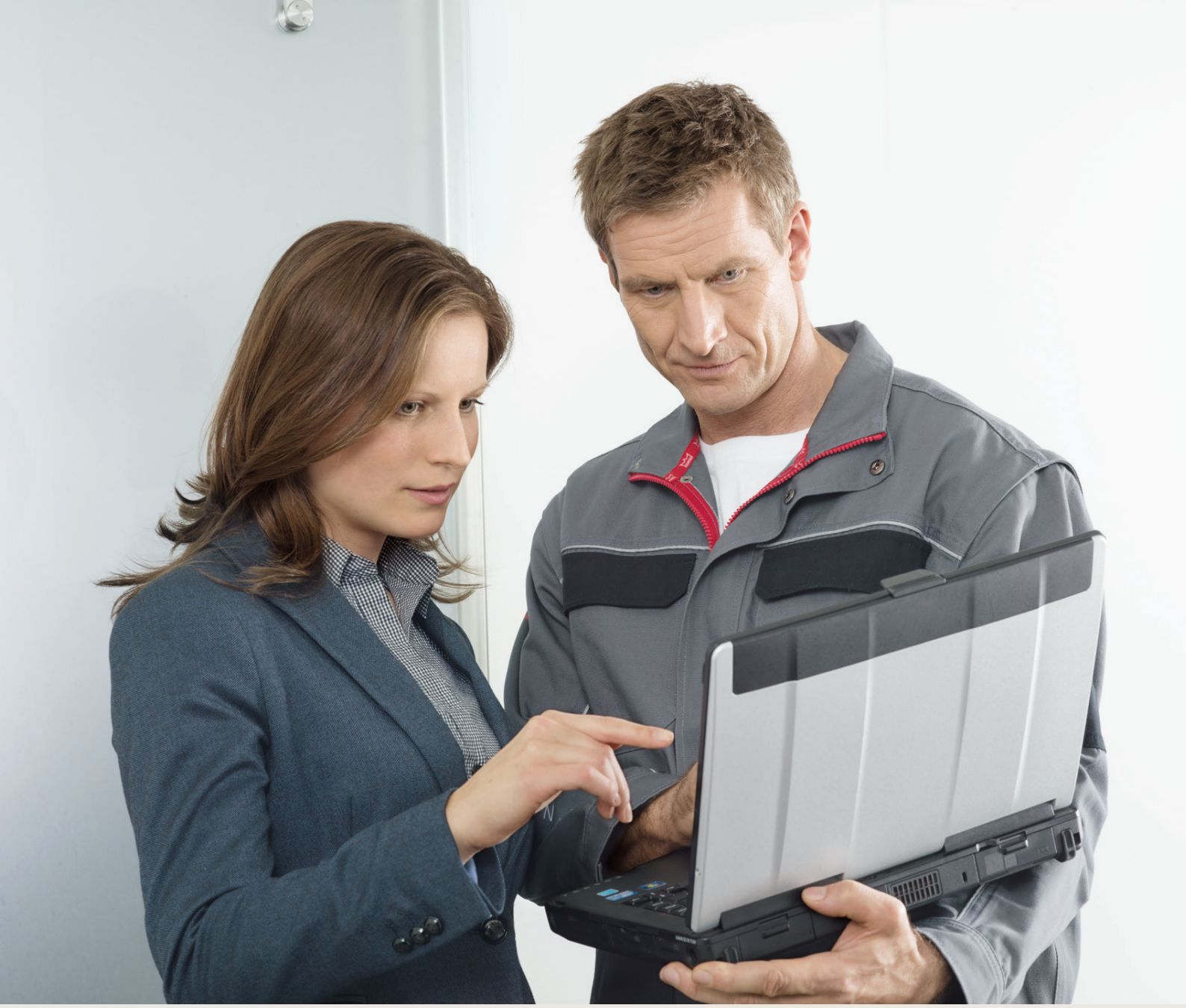

Inspection log for a door in a SafeRoute®-System

Door description

WN 059723 45532 – 2018-11

EN

dormakaba

Contents

1 About this document

1.1 Contents and purpose

The inspection log documents the emergency exit door unit's installed components as well as the commissioning, maintenance and possible changes that have taken place. The inspection log is proof of unit safety in the sense of the EltVTR (12/1997 version) and DIN EN 13637:2015. No pages may be removed or added.

1.2 Target group

The inspection log is intended for the facility operator, the installer and the inspector of the emergency exit door unit's SafeRoute® system. The installer and the inspector are qualified personnel who have been authorized by dormakaba for the mounting, (initial) commissioning, maintenance and testing.

1.3 Other applicable documents:

The following documents belong to the unit's complete documentation and must be observed:

- The installed individual components' assembly instructions and documents
- The operation manual
- System instructions for the SafeRoute® license used

1.4 Documents storage

The facility operator must keep the documents for the entire service life.

1.5 Abbreviations

Abbreviation	Definition
SCU-xx	SafeRoute® Control Unit: A SafeRoute® system's control unit in 3 versions • SCU-UP = Flush mounting • SCU-DR = DIN rail mounting • SCU-TL = Mounting in the door terminal
STL-G	Door terminal with emergency button SCU-TL and key switch ST
STV xxx	Electrical door lock
ST	Key switch

1.6 Symbols used

1.6.1 Hazard categories

WARNING

This signal word indicates a situation of potential risk, which could lead to death or serious injury if not averted.

2 Safety

WARNING

The following instructions must be observed, as the installation of escape route security systems must not prevent unhindered escape of persons in the event of danger.

2.1 Obligations of the facility operator

Proper operation of the SafeRoute® escape route security system must be ensured. The documents must be kept for the entire service life and made accessible to the persons responsible for the inspection and maintenance of the emergency exit door unit.

2.1.1 Acceptance inspection

Prior to the regular commissioning of the SafeRoute® escape route security system, initiate an acceptance inspection in accordance with this inspection log.

2.1.2 Periodic maintenance

Initiate maintenance at least once a year in accordance with this inspection log, unless regional test regulations specify a shorter deadline.

2.2 Installer's duties

Document the proper mounting of the installed individual components and the settings made in accordance with this inspection log in the acceptance report.
Hand over this document and the other applicable documents to the facility operator after commissioning.

2.3 Obligations of the inspector

Carry out the inspection and documentation in accordance with this inspection log. The acceptance inspection and the periodic maintenance check confirm that the emergency exit door unit has been properly mounted and has the intended functions. This document and other applicable documents are handed over to the facility operator after the inspection.

3 Acceptance protocol after commissioning

3.1 Documentation of the door equipped with the SafeRoute® escape route security system

Door description _____

Manufacturer _____

Door unit classification key
(only according to DIN EN 13637)

Installation location in the building/ property _____

Standard used with dated version _____

1. Information on the door unit
Maximum door measurements (H x W)
Door weight (kg)
Fire-resistance rating
Continuous functionality number of cycles
Corrosion resistance category
Emergency exit door closure
Installation position of the trigger element

2. Components of the electrical locking system SafeRoute®
2.1 Safety-relevant components

SafeRoute® Control Unit
(= SCU-xx with license card inserted)

SCU-UP = SCU emergency button for flush mounting*
or
SCU-DR = SCU for DIN rail mounting*
or
SCU-TL = SCU emergency button in the door terminal STL-G*

Stick label here!

UID product number

*When using a Multi-door application, the SafeRoute® Control Unit's UID product number SCU-xx must be transferred to the inspection logs of the doors connected to the SCU-xx.

Inserted license card (e.g. Mini, Basic, Standard)

Additionally loaded application
(e.g. Multi-door, Logic, Interlock, Time-Delayed Release t1)

Additionally installed emergency buttons e.g. SCU-UP, SCU-TL

Stick label here!

UID product number

with DCW® bus address 1; DIP switch position 0-0

Stick label here!

UID product number

with DCW® bus address 2; DIP switch position 1-0

Stick label here!

UID product number

with DCW® bus address 3; DIP switch position 0-1

Stick label here!

UID product number

with DCW® bus address 4; DIP switch position 1-1

STV-xx or STV-A electric locking devices with TV-xx or third-party manufacturer door lock
When using several electrical door locks of the same type, make sure to use different DCW® addresses.

Position on the door _____
(active leaf in case of double-leafed doors)

Stick label here!

UID product number

with DCW® bus address 1; DIP switch position 0-0

Position on the door _____
(fixed leaf in case of double-leafed doors)

Stick label here!

UID product number

with DCW® bus address 2; DIP switch position 1-0

Position on the door _____
(active leaf in case of double-leafed doors)

Stick label here!

UID product number

with DCW® bus address 3; DIP switch position 0-1

Position on the door _____
(fixed leaf in case of double-leafed doors)

Stick label here!

UID product number

with DCW® bus address 4; DIP switch position 1-1

2.2 Other components installed and connected to the SCU
(e.g. SVP2000 DCW®, ST42 DCW®, ST52DCW®, ST55DCW®,...)

The mounting and commissioning was carried out according to the manufacturer's instructions on _____

Installer's name (BLOCK CAPITALS) _____

Signature _____

3.2 Acceptance protocol

1. Safety-relevant functions of the door	**Function given / Version available**
1.1 Suitability for use on fire / smoke protection doors	☐ not suitable ☐ smoke protection doors ☐ fire protection doors
1.2 Type of door design	☐ 1-leaf door ☐ 1-leaf door opening inwards ☐ 2-leaf door ☐ bidirectional escape route
1.3 Security class (external attack)	☐ 2 = 1 000 N ☐ 3 = 2 000 N ☐ 4 = 3 000 N ☐ 5 = 5 000 N
1.4 Operating element design type	Emergency exit closure according to EN 179: ☐ Door handles ☐ Push plate Emergency exit door closure according to EN 1125: ☐ Handle bar ☐ Push bar
1.5 Trigger element design type	☐ Push button (emergency button)
1.6 Number of operations to release the door	☐ 1 operation ☐ 2 operations
1.7 Connection to the alarm system (GMA / BMA)	☐ No
- Immediate release upon receiving the signal or	☐ Yes
- Immediate release upon receiving signal and request via the trigger element by canceling the time delay and/or the mode for blocking the release.	☐ Yes
1.8 Time delay (only permitted for DIN EN 13637:2015)	☐ no time delay (t0) ☐ single time delay (t1) = _ _ _ s ☐ double time delay (t1 + t2) = _ _ _ s
1.9 Mode for blocking the release	☐ no blocking of the release ☐ blocking of the release available
1.10 Central escape route control	☐ Yes ☐ No
- Signal functions	☐ in accordance with the installation instructions
- Outside the operating element	☐ in accordance with the installation instructions
1.11 Operating force to release the emergency exit door unit [N]	_ _ _ _ _ _ N

2. The following door functions have been checked	**Test result positive**
2.1 All of the emergency exit door unit's components correspond with the list of approved components originally delivered with the unit	☐ Yes
2.2 **No** additional locking devices were subsequently added to the door. Exceptions are documented additions in 4.1	☐ Yes
2.3 All components are in proper operating condition	☐ Yes
2.4 The emergency exit door closure is lubricated according to the manufacturer's instructions	☐ Yes
2.5 Blocking counterparts are **not** blocked or clogged	☐ Yes
2.6 The components are securely fastened	☐ Yes
2.7 The operating element is properly tightened	☐ Yes
2.8 External access device does **not** interfere with the operation of the emergency exit door unit	☐ Yes
2.9 Immediate release by alarm system	☐ No (alarm system not available) ☐ Yes
2.10 Immediate release after power failure	☐ Yes
2.11 Release checks	☐ immediate ☐ against loaded door ☐ time delay function (if applicable) ☐ extended time delay (if applicable)
2.12 Door unlocks after release	☐ Yes
2.13 Checking the return to the closed position	☐ Yes
2.14 Checking the reset	☐ Yes
2.15 Pictograph for the function of the trigger element is properly attached	☐ Yes
2.16 Instructions given to the facility operator	☐ Assembly instructions for the installed components ☐ SafeRoute® system manual ☐ Operation manual ☐ Inspection log
2.17 Seal of approval placed	☐ Yes
Remarks:	

The check/inspection was carried out by:

Company/stamp

Date of the next check/inspection:

Date

Name of inspector:

Block capitals and signature

4 Periodic maintenance

The inspection log must be returned to the facility operator after completing the maintenance documentation.

The following door unit functions were checked:	**Test result positive**
All components of the emergency exit door unit correspond to the list of approved components originally supplied with the unit	☐ Yes ☐ No
No additional locking devices were subsequently added to the door. Exceptions are documented additions in Chap. 3.2	☐ Yes ☐ No
All components are in proper operating condition	☐ Yes ☐ No
The emergency exit door closure is lubricated according to the manufacturer's instructions	☐ Yes ☐ No
Blocking counterparts are **not** blocked or clogged	☐ Yes ☐ No
The components are securely fastened	☐ Yes ☐ No
The operating element is properly tightened	☐ Yes ☐ No
External access device does **not** hinder the emergency exit door unit's operation	☐ Yes ☐ No
Immediate release by alarm system	☐ Alarm system not available ☐ Yes ☐ No
Immediate release after power failure	☐ Yes ☐ No
Release check positive	☐ immediate ☐ against loaded door ☐ time delay function (if applicable) ☐ extended time delay (if applicable)
Door unlocks after release	☐ Yes ☐ No
Checking the return to the closed position	☐ Yes ☐ No
Reset position functions	☐ Yes ☐ No
Pictograph for the function of the trigger element is properly attached	☐ Yes ☐ No
Actuating force [N] for releasing the emergency exit door unit corresponds to the actuation force recorded during initial installation (see 1.11 in Chapter 3.2)	☐ Yes ☐ No Current measurement result: _ _ _ _ _ _ N
	Date
	Signature
	Date of the next check

Test result positive	**Test result positive**	**Test result positive**
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
☐ Alarm system not available ☐ Yes ☐ No	☐ Alarm system not available ☐ Yes ☐ No	☐ Alarm system not available ☐ Yes ☐ No
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
☐ immediate ☐ against loaded door ☐ time delay function (if applicable) ☐ extended time delay (if applicable)	☐ immediate ☐ against loaded door ☐ time delay function (if applicable) ☐ extended time delay (if applicable)	☐ immediate ☐ against loaded door ☐ time delay function (if applicable) ☐ extended time delay (if applicable)
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
☐ Yes ☐ No Current measurement result: _ _ _ _ _ _ N	☐ Yes ☐ No Current measurement result: _ _ _ _ _ _ N	☐ Yes ☐ No Current measurement result: _ _ _ _ _ _ N
Date	Date	Date
Signature	Signature	Signature
Date of the next check	Date of the next check	Date of the next check

(Create a new inspection log before the next check.)

4.1 Additions to the escape route door unit documentation

After replacing or removing components, always carry out a new commissioning and record it. If necessary, create a new inspection log.

The following component has been added, exchanged or removed after initial commissioning:

Component designation*

Reason for exchange/removal

A new commissioning was carried out according to the manufacturer's instructions ☐ Yes

________________________________ Installer's name (BLOCK CAPITALS)

________________________________ Signature

The following component has been added, exchanged or removed after initial commissioning:

Component designation*

Reason for exchange/removal

A new commissioning was carried out according to the manufacturer's instructions ☐ Yes

________________________________ Installer's name (BLOCK CAPITALS)

________________________________ Signature

The following component has been added, exchanged or removed after initial commissioning:

Component designation*

Reason for exchange/removal

A new commissioning was carried out according to the manufacturer's instructions ☐ Yes

________________________________ Installer's name (BLOCK CAPITALS)

________________________________ Signature

The following component has been added, exchanged or removed after initial commissioning:

Component designation*

Reason for exchange/removal

A new commissioning was carried out according to the manufacturer's instructions ☐ Yes

________________________________ Installer's name (BLOCK CAPITALS)

________________________________ Signature

* Indicate serial number (if available). For safety-relevant components, stick on label in Chap. 3.1.

dormakaba Deutschland GmbH
DORMA Platz 1 58256 Ennepetal Germany T: +49 2333 793-0 F: +49 2333 793-4950 www.dormakaba.com