

SERVICE REPORT

Sacred Heart Girls College

**113 Warrigal Road
 Oakleigh
 Victoria 3166**

Report Number R-00467

Reference

Service Date: 8th July 2024

Scope of Works

12 - Hinged and Pivoted Doorsets - Common (2012): Annual

0	Critical Defects	A defect that renders a system inoperative.
24	Non-critical Defects	A system impairment not likely to critically affect the operation of the system.
0	Non-conformances	Missing information or incorrect feature that does not affect the system operation.
6	Recommendations	A modification suggested to improve the system performance.
7	Informational Notes	Detailed advice or general comment.
33	Passed Assets	

Servicing Summary

Service	Asset	Quantity
12 - Hinged and Pivoted Doorsets - Common (2012): Annual	12 - Hinged and Pivoted Doorsets - Common	43

Maintenance

12 - Hinged and Pivoted Doorsets - Common (2012): Annual

AS1851-2012 (a1) - Routine service of fire protection systems and equipment

Asset		Status
03.1 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Level 1, Main Building, East Exit, Adjacent Room E18	PASS
30.2 - Hinged and Pivoted Doorset - Common Exit Door - Single	Ground Floor, Staff Entrance	PASS
30.1 - Hinged and Pivoted Doorset - Common Fire Door - Double Even pair	Main building, ground floor, admin to library	FAIL

Non-critical defect

ID: 1168 [↗](#)

Added: 12th Jul 2024 4:51PM

Description:

Excessive gap of 5mm at top of doors

Resolution:

Supply & fit fire rated seal x 2 (4002) (2340x1850)

Non-critical defect

ID: 1167 [↗](#)

Added: 12th Jul 2024 4:50PM

Description:

Sequence device too short

Resolution:

Supply & fit sequence device

01.1 - Hinged and Pivoted Doorset - Common Fire Door - Single

Main Building, East Exit, Adj Room E27

FAIL

Non-critical defect

ID: 1160 [↗](#)

Added: 12th Jul 2024 3:52PM

Description:

Frame tag on door leaf & door tag on frame

Resolution:

Reposition tags to their correct position (by others)

Asset	Status
<p>Non-critical defect ID: 1159 ↗</p> <p>Description: Door Binding on top</p> <p>Resolution: Re-fit door</p>	<p>Added: 12th Jul 2024 3:51PM</p>
<p>Non-critical defect ID: 1158 ↗</p> <p>Description: Excessive gap of 5mm at top of door</p> <p>Resolution: Supply & fit fire rated seal (4002) (925)</p>	<p>Added: 12th Jul 2024 3:49PM</p>
<p>11 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair</p>	<p>Main Building, Basement, Under Hall Stage to Basketball Court</p> <p>FAIL</p>
<p>Non-critical defect ID: 1165 ↗</p> <p>Description: Kick stop fitted to door</p> <p>Resolution: Remove kick stop (by others)</p>	<p>Added: 12th Jul 2024 4:31PM</p>
<p>Non-critical defect ID: 1164 ↗</p> <p>Description: Doors binding in centre</p> <p>Resolution: Re-fit doors</p>	<p>Added: 12th Jul 2024 4:29PM</p>
<p>Recommendation ID: 69 ↗</p> <p>Description: DOORS BINDING IN CENTRE.</p> <p>Resolution: RE-FIT DOORS.</p> <p>Location: Main Building, Basement, Under Hall Stage to Basketball Court</p>	<p>Added: 25th Jul 2023 1:58PM</p>

Asset		Status
04 - Hinged and Pivoted Doorset - Common Smoke Door - Double Even Pair	Main Building, Level 1, Exit Adj Room D11	PASS
<div style="display: flex; justify-content: space-between;"> Non-critical defect ID: 1177 ↗ Added: 16th Jul 2024 2:19PM </div> <p>Description: PANIC BOLTS x3.</p> <p>Resolution:</p>		
<div style="display: flex; justify-content: space-between;"> Informational ID: 51 ↗ Added: 25th Jul 2023 1:14PM </div> <p>Description: 1 x PANIC BOLT FITTED TO ACTIVE LEAF [HOLD OPEN].</p> <p>Resolution:</p> <p>Location: Main Building, Level 1, Exit Adj Room D11</p>		
06 - Hinged and Pivoted Doorset - Common Smoke Door - Double Even Pair	Main Building, Ground Floor, Adj Lift & Music Room #1	PASS
07 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Main Building, Ground Floor, Canteen Exit to Court Yard	PASS
<div style="display: flex; justify-content: space-between;"> Non-critical defect ID: 1175 ↗ Added: 16th Jul 2024 2:11PM </div> <p>Description: PANIC BOLTS x3.</p> <p>Resolution:</p>		
08 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Main Building, Ground Floor, Canteen West Exit Adj Stair	PASS
<div style="display: flex; justify-content: space-between;"> Non-critical defect ID: 1174 ↗ Added: 16th Jul 2024 2:10PM </div> <p>Description: PANIC BOLTS x3.</p> <p>Resolution:</p>		
09 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Main Building, Hall to Basketball Court	PASS

Asset	Status
<p>Recommendation ID: 57 ↗</p> <p>Description: GAP AT CENTRE.</p> <p>Resolution: FIT NEW SEAL [BY OTHERS].</p> <p>Location: Main Building, Hall to Basketball Court</p>	<p>Added: 25th Jul 2023 1:38PM</p>
<p>10 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair</p>	<p>Main Building, Hall to Basketball Court PASS</p>
<p>Recommendation ID: 58 ↗</p> <p>Description: CENTRE SEAL LOOSE.</p> <p>Resolution: RE-FIX SEAL [BY OTHERS].</p> <p>Location: Main Building, Hall to Basketball Court</p>	<p>Added: 25th Jul 2023 1:39PM</p>
<p>12 - Hinged and Pivoted Doorset - Common Exit Door - Single</p>	<p>Main Building, Library Exit Rear PASS</p>
<p>14 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair</p>	<p>Main Building, Ground Floor, Library Entry Inner PASS</p>
<p>Recommendation ID: 59 ↗</p> <p>Description: DOOR WEDGED OPEN.</p> <p>Resolution: REMOVE WEDGE [BY OTHERS].</p> <p>Location: Main Building, Ground Floor, Library Entry Inner</p>	<p>Added: 25th Jul 2023 1:41PM</p>
<p>15 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair</p>	<p>Main Building, Ground Floor, Building P - Exit to Court Yard Opposite Room #2 Adj #5 PASS</p>

Asset	Status
Non-critical defect ID: 1173 ↗	Added: 16th Jul 2024 2:03PM
Description: PANIC BOLTS x3 Resolution:	
17 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Main Building, Building A, East Entry PASS
16 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Main Building, Ground Floor, Building P - Exit to Court Yard Opposite Room #2 Adj #5 PASS
Non-critical defect ID: 1169 ↗	Added: 16th Jul 2024 1:59PM Last Verified: 16th Jul 2024 1:59PM
Description: PANIC BOLTS x3. Resolution:	
Informational ID: 62 ↗	Added: 25th Jul 2023 1:45PM
Description: 3 x PANIC BOLT FITTED TO ACTIVE LEAF [HOLD OPEN]. Resolution: Location: Main Building, Ground Floor, Building P - Exit to Court Yard Opposite Room #2 Adj #5	
18 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Main Building, Ground Floor, Building A Stair, Exit North PASS
Non-critical defect ID: 1172 ↗	Added: 16th Jul 2024 2:01PM
Description: PANIC BOLTS x3. Resolution:	
19 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Main Building, Ground Floor, Building C to Court Yard PASS
Non-critical defect ID: 1171 ↗	Added: 16th Jul 2024 2PM
Description: PANIC BOLTS x3. Resolution:	

Asset	Status
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21 - Hinged and Pivoted Doorset -
Common Smoke Door - Double Even
Pair

Main Building, Level 1, Build A East

PASS

Non-critical defect

Added: 16th Jul 2024 2:18PM

ID: 1176 [↗](#)

Description:

PANIC BOLTS x2.

Resolution:

22 - Hinged and Pivoted Doorset -
Common Exit Door - Single

Main Building, Level 1, Staff Build North Exit

PASS

Non-critical defect

Added: 29th Jan 2024 1:29PM

ID: 190 [↗](#)

Description:

Only one defect found and that is on the left hand side of the 1st floor staff room where it isn't fully returning because of the chock that is being used to hold it open

Resolution:

Recommendation: remove door wedge/chock

Location:

Staff Room

Recommendation

Added: 25th Jul 2023 1:21PM

ID: 53 [↗](#)

Description:

MAGNET ON DOORSTOP.

Resolution:

REMOVE MAGNET [BY OTHERS].

Location:

Main Building, Level 1, Staff Build North Exit

23 - Hinged and Pivoted Doorset -
Common Exit Door - Single

Main Building, Level 1, Staff Building, North East Exit

PASS

Informational

Added: 25th Jul 2023 1:24PM

ID: 54 [↗](#)

Description:

CONSTRUCTION ZONE - DOOR POSSIBLY REMOVED.

Resolution:

Location:

Main Building, Level 1, Staff Building, North East Exit

Asset	Status
24 - Hinged and Pivoted Doorset - Common Exit Door - Single Main Building, Level 1, Staff Building, South East Exit	PASS
<div style="display: flex; justify-content: space-between;"> <div data-bbox="76 488 1149 723"> <p>Informational ID: 55 ↗</p> <p>Description: CONSTRUCTION ZONE - DOOR POSSIBLY REMOVED.</p> <p>Resolution:</p> <p>Location: Main Building, Level 1, Staff Building, South East Exit</p> </div> <div data-bbox="1149 488 1522 723"> <p>Added: 25th Jul 2023 1:28PM</p> </div> </div>	
27 - Hinged and Pivoted Doorset - Common Exit Door - Single Building B, Music Wing, Ground Floor, Exit South East	PASS
30 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair Main Building, Ground Floor, Reception Rear	PASS
31 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair Main Building, Ground Floor, Reception	PASS
42 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair Main Building, Ground Floor, Sports Centre, North Entry	PASS
39.2 - Hinged and Pivoted Doorset - Common Exit Door - Single Main Building, Ground Floor, Reception, West Entry Inner	PASS
39.1 - Hinged and Pivoted Doorset - Common Exit Door - Single Main Building, Ground Floor, Reception West Area	PASS
39 - Hinged and Pivoted Doorset - Common Fire Door - Single Main Building, Ground Floor, Lift Motor Room	PASS
<div style="display: flex; justify-content: space-between;"> <div data-bbox="76 1507 1149 1910"> <p>Recommendation ID: 67 ↗</p> <p>Description: KICK STOP FITTED TO DOOR.</p> <p>Resolution: KICK STOP FITTED TO DOOR.</p> <p>Location: Main Building, Ground Floor, Lift Motor Room</p> </div> <div data-bbox="1149 1507 1522 1910"> <p>Added: 25th Jul 2023 1:51PM</p> </div> </div>	
38 - Hinged and Pivoted Doorset - Common Exit Door - Single Main Building, Level 1, Art Room Exit (F11)	PASS

Asset		Status
35 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Building B, Music Wing, Ground Floor, Main Entry	FAIL
<div style="background-color: #fff9c4; padding: 5px;"> <p data-bbox="124 405 339 432">Non-critical defect</p> <p data-bbox="124 441 240 468">ID: 1180 ↗</p> <p data-bbox="1166 405 1490 432" style="text-align: right;">Added: 16th Jul 2024 2:33PM</p> <p data-bbox="124 506 379 568">Description: BREAK GLASS FITTED.</p> <p data-bbox="124 591 253 618">Resolution:</p> </div>		
33 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Building B, Music Wing, Ground Floor, Hall Side Exit	FAIL
<div style="background-color: #e0e0e0; padding: 5px;"> <p data-bbox="124 770 277 797">Informational</p> <p data-bbox="124 806 217 833">ID: 71 ↗</p> <p data-bbox="1166 770 1490 797" style="text-align: right;">Added: 25th Jul 2023 2:02PM</p> <p data-bbox="124 871 472 934">Description: KICK STOP FITTED TO DOORS.</p> <p data-bbox="124 956 515 1019">Resolution: REMOVE KICK STOP [BY OTHERS].</p> <p data-bbox="124 1041 687 1104">Location: Building B, Music Wing, Ground Floor, Hall Side Exit</p> </div>		
32 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Building B, Music Wing, Ground Floor, Hall Side Exit	FAIL
<div style="background-color: #e0e0e0; padding: 5px;"> <p data-bbox="124 1270 277 1296">Informational</p> <p data-bbox="124 1305 217 1332">ID: 70 ↗</p> <p data-bbox="1166 1270 1490 1296" style="text-align: right;">Added: 25th Jul 2023 2:01PM</p> <p data-bbox="124 1370 534 1433">Description: KICK STOP FITTED TO ACTIVE LEAF.</p> <p data-bbox="124 1456 515 1518">Resolution: REMOVE KICK STOP [BY OTHERS].</p> <p data-bbox="124 1541 687 1603">Location: Building B, Music Wing, Ground Floor, Hall Side Exit</p> </div>		
25 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Building B, Music Wing, Level 1, Exit West	FAIL
<div style="background-color: #fff9c4; padding: 5px;"> <p data-bbox="124 1769 339 1796">Non-critical defect</p> <p data-bbox="124 1805 240 1832">ID: 1178 ↗</p> <p data-bbox="1166 1769 1490 1796" style="text-align: right;">Added: 16th Jul 2024 2:28PM</p> <p data-bbox="124 1870 534 1933">Description: KICK STOP FITTED TO ACTIVE LEAF.</p> <p data-bbox="124 1955 515 2018">Resolution: REMOVE KICK STOP [BY OTHERS].</p> </div>		

Asset		Status
05 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Main Building, Ground Floor, Exit Adj Room # Below D4	PASS
13 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Main Building, Ground Floor, Library Entry	PASS
20 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Main Building, Ground Floor, Building C to Court Yard Adj Deputy Principal	PASS
Non-critical defect ID: 1170 ↗		Added: 16th Jul 2024 2PM
Description: PANIC BOLTS x3.		
Resolution:		
41 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Main Building, Ground Floor, Sports Centre, South Entry	PASS
01 - Hinged and Pivoted Doorset - Common Smoke Door - Double Even Pair	Main Building, Level 2, Adj Lift & Room 23	PASS
26 - Hinged and Pivoted Doorset - Common Exit Door - Double Even pair	Building B, Music Wing, Level 1, Exit West	FAIL
Non-critical defect ID: 1179 ↗		Added: 16th Jul 2024 2:29PM Last Verified: 16th Jul 2024 2:30PM
Description: KICK STOP FITTED TO ACTIVE LEAF.		
Resolution: REMOVE KICK STOP [BY OTHERS].		
02 - Hinged and Pivoted Doorset - Common Smoke Door - Double Even Pair	Main Building, Level 1, Adj Lift & Room D14	PASS
03 - Hinged and Pivoted Doorset - Common Exit Door - Single	Main Building, Level 1, East Area, Opposite Room E17	FAIL

Asset	Status
Non-critical defect ID: 1163 ↗	Added: 12th Jul 2024 4:26PM
Description: Excessive gap of 5mm at top of door Resolution: Supply & re-fit fire rated seal (4002) (920)	
Non-critical defect ID: 1162 ↗	Added: 12th Jul 2024 4:25PM
Description: No door tag Resolution: Original door supplier to re-tag door (by others)	
Non-critical defect ID: 1161 ↗	Added: 12th Jul 2024 4:25PM
Description: Frame tag on door Resolution: Reposition frame tag to frame (by others)	

**14.1 - Hinged and Pivoted Doorset -
Common Fire Door - Single**

Main Building, East Exit from Library

FAIL

Non-critical defect ID: 1166 ↗	Added: 12th Jul 2024 4:42PM
Description: Excessive gap of 5mm at lock edge Resolution: Supply & fit fire rated seal (4002) (2340)	
Informational ID: 60 ↗	Added: 25th Jul 2023 1:42PM
Description: CONSTRUCTION ZONE - DOOR POSSIBLY REMOVED. Resolution: Location: Main Building, Library to Reflection Room	

Technician Notes

On 8th July, 2024 a fire safety door inspection in accordance with AS 1851 was completed on all fire rated doors located at the above site.

General

32 fire exit doors (24 Alum & Glass), 6 hinged fire and 3 smoke doors were located throughout the building. The doors were found to be in generally good physical condition however, operational faults were detected on doors which require repairs and seal replacements. Please refer to the attached Door Inspection Report for full details.

All other doors were found to be performing in accordance with AS 1851.

Due to renovation works at the site doors were removed and additional doors were located. These doors were numbered and inspected and have been added to our files. Those doors removed have been deleted also. Please find attached the updated installation data sheets for your log book.

Panic bolts

During the inspection it was noted that some of the exit doors, mainly pairs, were fitted with panic bolts. Whilst panic bolts do not comply with the B.C.A. & Australian Standard, it is recognized they may be required to serve as an additional security/OH&S measure. Dispensation for the panic bolts may be granted by municipal or private building surveyor. The panic bolts have been listed as a fault. Please contact our office should you require any further assistance or to advise us that dispensation has been obtained so that we can remove the panic bolts as faults.

Log Book

The Log Book was signed by the inspector on completion of the inspection.

Signoff

Maintenance has been carried out in accordance with Part 15 of the Victorian Building Regulations 2018.

Technician	Date/Time	Accreditations	Signature
Mike Alford	8th Jul 2024 12AM		

Company Accreditations: