

DOOR CHECK

Prior to removal of any lock hardware for repair in existing facilities all door openings must be reviewed to determine if malfunction of lock is related to an improper door and frame alignment. Use checklist below as a guide.

1. If applicable, check existing wire harness for any bare wires. Check to verify field connections are secure.
2. Door should be free of bows and any distortion caused by abuse.
3. Door should swing open and closed easily. Door should not contact frame at any time during movement.
4. Inspect all around frame to make sure mortar or concrete has not loosened up, allowing frame to move.
5. Frame should be square and plumb.
6. When door is closed fully, check alignment of hinge barrels. Put long string on top of upper hinge barrel. Holding string, let remainder of string fall. All hinge barrels should be in line with string. If not, replace hinge out of line of string. The hinge has been “racked”. This happens when an object (broom handle) has been put in between door and frame by the hinge side of door, the door is then slammed against object.
7. Check for wear on hinges. Open door about halfway, put hand high on leading edge of door and try pushing up door. If door moves, the hinges are worn out, replace ALL hinges.
8. If door stops/rubber bumpers were originally used and are no longer present, new must be installed. If door stops/rubber bumpers are worn, they must be replaced.
9. All electro-mechanical locks should be checked with an R.R.Brink Test Box to determine if the lock has malfunctioned and not a control system problem.