

# **AAADM**

American Association of Automatic Door Manufacturers

## **Low Energy Power Operated Doors**

### **OWNER'S MANUAL**

**Distributed by:**

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# CAUTION

**An Improperly Adjusted Door** can cause injury and/or equipment damage.

Inspect door operation daily using safety checklist in owner's manual and at door.

Have door adjusted as described in Owner's Manual.

Have door inspected at least annually by an *AAADM* certified inspector.

In the following manual, the word:

**Caution** means that injury or property damage can result from failure to follow instructions.

**Note** is used to indicate important steps to be followed or important differences in equipment.

## To Our Customers

The purpose of this manual is to familiarize you with your automatic door system. It is essential that you "know your system" and that you recognize the importance of maintaining your door system in compliance with the industry standards for safety.

**It is your responsibility**, as owner or caretaker of the equipment, to inspect the operation of your door system on a daily basis to ensure that it is safe for use by your invitees, customers, or employees.

This manual will provide you with a description of the operation and maintenance requirements of your door. It also provides the instructions for the *Daily Safety Check*.

Should the door fail to operate as prescribed in the *Daily Safety Check*, or at any other time for any other reason, **do not attempt to repair or adjust the door**. Call an AAADM Certified technician. These technicians are trained to service your door in accordance with applicable industry safety standards.

## Service Availability

Low energy automatic door products are distributed through a nationwide network of authorized suppliers for sales, installation, and service.

Should you need service on your door system, consult the respective door manufacturer or its authorized representative.

## Compliance with Safety Standards

Your door system was designed to the latest operating and safety standards. In order to ensure the continued safe operation of your door, it is important that

- Your door system be maintained in compliance with the standards of the industry.
- Proper signage and labels be applied and maintained on your doors. If signage is removed or cannot be read, request replacement when calling for service.

**AAADM**, the American Association of Automatic Door Manufacturers, has established a program to certify automatic door inspectors. Through this program, the inspectors are trained to check your door systems for compliance with the American National Standards Institute standard ANSI/BHMA A156.19.

## What You Should Know

Be sure that an automatic door supplier has provided the following for each door:

1. Instruction on how to conduct the *Daily Safety Check*\* (by walk-through example).
2. Location of function switches and instruction in their use.
3. Circuit breaker or main power-disconnect location for each door system.
4. AAADM inspection form or a work order signed by an AAADM Certified Inspector.
5. A completed annual compliance inspection label located at the bottom of the safety information label affixed to the door.
6. Warranty information for each door.
7. Number to call for service or questions about your system if you are uncertain of any condition or situation.

**Note:** If there are any problems, or if you are unsure about the safe performance of the door, **discontinue door operation immediately** and secure in a safe manner. Call an authorized automatic door professional for repair.

**\*Note:** AAADM Daily Safety Check videos are available. Contact your automatic door supplier or AAADM.

## Daily Safety Check

Perform the following safety checks *daily* on each automatic swinging door to ensure your customers' safety and your own protection. Verify the following requirements while traffic is restricted.

1. Activate the door. Door should open at a slow smooth pace (4 seconds or more) and stop without impact.
2. Door must remain fully open for a minimum of 5 seconds before beginning to close.
3. Door should close at a slow smooth pace (4 seconds or more) and stop without impact.
4. Inspect the floor area. It should be clean with no loose parts that might cause user to trip or fall. Keep traffic path clear.
5. Inspect door's overall condition. The appropriate signage should be present and the hardware should be in good condition.
6. Have door inspected by an AAADM certified inspector at least annually.

IF YOU HAVE A PROBLEM, TURN OFF THE DOOR OPERATING EQUIPMENT AND CALL YOUR AUTOMATIC DOOR SUPPLIER.

## General Safety

Pay attention to the following general safety items and perform checks periodically where noted.

1. Force. Force to prevent the door from closing should not exceed 15 pounds. This can be measured with a force gauge.
2. Breakout Stop. Center pivoted in-swinging doors may be supplied with an emergency breakout stop or switch that will allow the door to open in the direction of emergency egress. Call your supplier for details.

When the door is pushed into the breakout mode, check that door will not activate.

3. Signage. Doors shall be equipped with (a) decal(s) visible from either side, instructing the user as to the operation and function of the door. The decal shall be mounted 50 inches, +/- 12 inches, from the floor to the centerline of the decal. The letters shall be 5/8 inch high minimum.



Figure 1

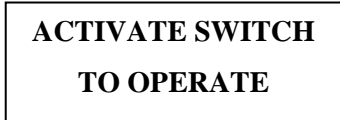


Figure 2

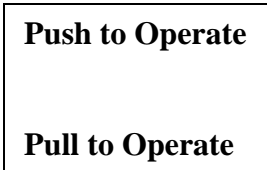


Figure 3

- A. All low energy doors shall be marked with a sign, visible from both sides of the door, with the words "Automatic Caution Door." See Figure 1. The sign shall be a minimum of 6 inches in diameter and with minimum 5/8 inch tall black lettering on a yellow background. Additional information may be included.
- B. When a separate wall switch is used to initiate the operation of the door operator, the door shall be provided with decals on both sides of the door with the message "Activate Switch to Operate" or the side with the knowing act switch if there is only one. Letters white and background blue. See Figure 2.
- C. When door motion is used to initiate the door operation, the doors shall be provided with the message "Push to Operate" on the push side of the door and "Pull to Operate" on the pull side of the door. Letters white and background blue. See Figure 3

- 4. Lock Stile. With door open, grasp lock stile of door and attempt to move vertically and horizontally. There should be no looseness in the door pivots or in connections between door and operator.
- 5. Housekeeping. Check the door area for tripping or slipping hazards.
- 6. Check all door panels for damage.

Make sure that all hardware and overhead covers are properly secured. There should be no bulletin boards, literature racks, merchandise displays, or other attractions in the door area that would interfere with use of the door or invite people to stop or stand in the door area.

**IF YOU HAVE A PROBLEM, TURN OFF THE DOOR OPERATING EQUIPMENT AND CALL YOUR AUTOMATIC DOOR SUPPLIER TO MAKE PROMPT REPAIRS.**

**Operation**

(This section to be added by Company.)

**Warranty**

(This section to be added by Company.)