



Manual 2020

Fire Door Alliance Vision

That every fire door or fire doorset sold in the UK meets and continues to meet required standards throughout its service life.



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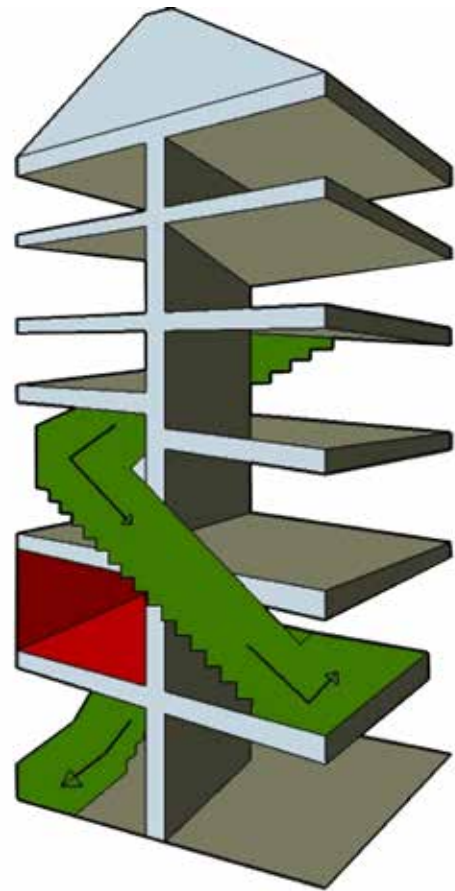
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1.1 What fire doors do

Fire doors are an essential element in the passive fire protection of buildings. They are life-saving products that perform two prime functions:

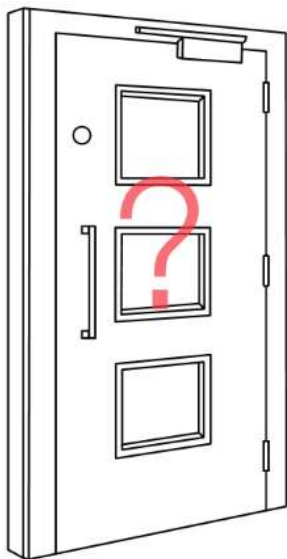
1. Maintain adequate compartmentation of the building, designed to limit the size and spread of fire.
2. Allow access to protected escape routes without any loss of fire resistance and to limit smoke movement within the structure forming such routes.

It is a regulatory requirement that all buildings, and some domestic dwellings, have fire doors to ensure adequate compartmentation.

The correct specification, installation and maintenance of fire doors and their components is vitally important in ensuring that property and lives are protected.

1.2 The Regulatory requirement for Fire Doors

The Building Regulations state that all fire doors must have the appropriate performance determined either:



By their performance under test to [BS 476: Part 22](#), - Fire tests on building materials and structures. Methods for determination of the fire resistance of non-loadbearing elements of construction

Tested to the relevant European Method [BS EN 1634-1,2&3](#), Fire resistance and smoke control tests for door and shutter assemblies, openable windows and elements of building hardware.

Approved Document B: Building Regulations : 2010 Fire Safety

The tested construction must be fully representative of the assembly to be used. i.e. materials, method of construction, size, number of leaves and mode of operation, glazing, seals and essential hardware. Door manufacturers must demonstrate that their doors will perform to the required fire resistance period. Full details may be found in the [Fire Door Best Practice Guide](#).

The Fire Door Alliance asserts that only third-party certified fire doors and doorsets are proven to be fit for purpose. These doors should, ideally, be installed by certified companies.

Beyond regulatory requirements, major insurance companies typically insist on the use of third-party accredited passive fire protection products, installed by third-party accredited competent installers.



[BDM2:-Fire protection of buildings - Core Document - Compartmentation](#)

Essential principles five states: "As a minimum, all fire protection products shall be third party certified to an appropriate product- or performance-based standard"

Source: RISC Authority

1.3 How the Fire Door Alliance Works

The Fire Door Alliance is operated and managed by the British Woodworking Federation (BWF). It was established by leading manufacturers to bring the membership management, lobbying and promotion skills of the BWF to support promotion of third-party certification. Membership is open only to companies holding 3rd Party Certification *under* either the BWF Certifire or Q-Mark schemes.

Certification essentially has 4 key elements:

1. **The Fire Test:** The fire resistance of a door assembly is determined by subjecting a full-size construction to test with procedures laid down in the appropriate fire resistance standard, [BS 476: Part 22](#) or [BS EN 1634-1](#).
2. **Auditing the Manufacturing Process:** The company is independently audited by their chosen UKAS accredited Certification Body (via the BWF Certifire or Q-Mark Scheme) to ensure that all the management and manufacturing processes and systems are in place to ensure consistency in the manufacture of the product that was tested.
3. **The Audit Test:** The product is subjected to regular scrutiny, with frequent testing taking place on sampled products to ensure that the test wasn't a one-off result.
4. **Traceability:** A traceable labeling system allows manufacturers, door processors, installers, inspectors and clients to check on the history and correct use of the door (in the case of Q-Mark, this is in addition to the requirement of the scheme to plug).

It is imperative that companies conduct appropriate training to ensure competence, in the case of the Fire Door Alliance, core online modules must be regularly completed by appropriate members of staff. Training records will be reviewed during the audit process.

1.4 CE Marking

Where doorsets have been tested to Method BS EN 1634-1,2 & 3 and it is possible to CE Mark the product, this is entirely complimentary to certification and is embraced within the Fire Door Alliance. Where a product is supplied as a doorset (as determined in BS EN 1634) it will be a requirement to place it on the market with a CE Mark from November 2019 and hence will be a requirement of the Fire Door Alliance.

1.5 Associate Membership

It is also possible to certify doorset / door assembly components, (e.g. essential hardware, intumescent seals). Companies who manufacture these products are also eligible to join the Scheme as **Associate Members – where it is possible to certify a product within the relevant scheme, this must be done to qualify for associate membership.**

Key Points Section 1:

Fire Doors are an essential element in protecting lives and property. Fire door tests must be fully representative of the assembly to be used in practice.

Third-party certification tests and verifies a fire door's design and performance as well as the manufacturing process and quality assurance at the time of manufacture.

The Fire Door Alliance embraces and extends any requirements of CE Marking.

Members are involved in the strategic direction and decision-making through regular meetings.

Under the Fire Door Alliance rules, members are required to have all fire doors tested and audited at defined intervals, to have a quality management system such as ISO 9001 in place and undertake annual factory audits as defined by the scheme`.

All Fire Doors must carry official scheme labels.

The Fire Door Alliance is open to companies who certify their products through either the BWF Certifire or Q-Mark Schemes.

Mission statement and objectives

The Fire Door Alliance is an evolution of the BWF Certifire Fire Door and Doorset Scheme and was established in 1997 by a group of Prime Fire Door Manufacturers within the BWF to provide a cost-effective method to certify doors with an aim to improve both the standard of and knowledge on fire doors. In April 2018 the Alliance was extended to support members who certify their products in the Q-Mark scheme.

2.1 The Scheme Mission is:

To ensure that only third-party certified fire doors, installed by certified companies, should be used in the UK.

2.2 Scheme Objectives

The principal aims of the Scheme are to:

- To improve the standard of fire doors installed in the UK
- To educate the construction industry about the importance of third party certification of fire doors and passive fire protection systems
- To raise awareness and educate the consumers, and users (most notably the Responsible People) of their liabilities and how they effectively manage their risk
- To help members increase their market share, sales, and profitability
- To move the market progressively towards fire doorsets as the best way to achieve the Scheme objectives long term.

2.3 Achievements of the Fire Door Alliance

Whilst data on the number of fire doors is not readily available, it was estimated that around 3.5 million fire doors were sold into the UK market in 2017. The scheme is estimated to account for approximately 85% of all fire doors sold in the UK.

Over approximately two decades, the Fire Door Alliance has:

FIRE DOOR SAFETY WEEK



- Made significant inroads in driving third party certification into specifications
- Launched Fire Door Safety Week to help protect certification within specifications and raise the profile of legacy and maintenance issues
- Launched the UK's first Diploma qualification associated with fire doors (DipFD)
- Launched Europe's first 3rd-party accredited Fire Door Inspection Scheme
- Contributed towards the development of the Building Regulations relating to fire doors
- Launched a new Vocational Qualification in Fire Door Installation, leading to the inclusion of Fire Door Installation on a CSCS card
- Developed a network of Approved Fire Door Centres across the UK

The strategy is achieved in accordance with a business plan agreed by members and managed by the Alliance's Management Committee (made up of members and core suppliers).

Benefits of Fire Door Alliance Membership

- Certification proves commitment to producing high quality safety products.
- Members are listed in the Fire Door Alliance Directory, and on the Fire Door Alliance website.

Mission statement and objectives

- Members benefit from the Alliance's promotional activities.
- Alliance resources such as literature and videos are available for use (and co-branding).
- Expert Technical support from BWF technical staff and opportunity to feed in and be kept updated of changes to British and European Standards and UK Regulation.
- Influence of the strategic direction of the Alliance through the Alliance meetings (the members can propose and vote on any changes to the rules or operation of the scheme).
- Leads and enquiries through www.firedooralliance.org.uk and the Members' Directory
- Access to exclusive free online training modules to support compliance and ensure your workforce understands certification.

Key Points Section 2:

The Alliance aims to:

Improve standards

Educate the construction industry about the importance of 3rd-party certification and accreditation

Raise awareness and educate consumers and users

Help members increase market share, sales & profitability

Members benefit from:

Technical support

Market recognition of high quality products & certification standards

Regular and consistent promotion of the Scheme

Use of Alliance literature and marketing assets

Involvement in member decisions relating to the Alliance

Scope and requirements of the Fire Door Alliance



The Alliance relies on third party certification via BWF Certifire or Q-Mark. Certification is the process of confirming that a product, in this case a fire door, complies with its specified requirements and is fit for operational purpose. Certification, supported by third-party accreditation, tests and verifies a fire door's design, performance, manufacturing process and associated procedures at time of manufacture.

Members of the Fire Door Alliance Fire Door and Doorset Scheme will need to demonstrate competence in fire door manufacture and/or door processing, and will be audited on application to join the scheme and annually thereafter.

Licensed Door Processors and fabricators will be trained by the door or door blank manufacturer to ensure correct processing is undertaken.

NOTE: As a core principle of the scheme, **all** members should ensure that **all** of the doors manufactured, processed or modified as a fire door by their company are suitably certified and sold under the rules of the Scheme – it is not permissible to remove labels and sell outside of the door leaf's / blank's certification. Doorsets will be CE Marked where appropriate and permissible.

If scope outside of the existing Certificate is required, this must be managed through a Supplement to the Certificate (see Section 3.4 below) or an appropriate assessment. Where a member is working under alternative certification all reference to Fire Door Alliance must be removed from the door, the labelling and instructions.



3.1 Why become certified?

Achieving certification should be the minimum requirement for a company manufacturing or converting fire doors and is the minimum requirement for membership of the Fire Door Alliance.

Certification gives customers and end-users confidence in the potentially lifesaving products that you have supplied through a regular auditing process undertaken by a UKAS accredited body. Certification adds credibility to a company and gives an advantage over a non-certified competitor during the tendering process.

3.2 Who certifies the product?

- The product must be certified in accordance to the rules of the BWF Certifire or Q-Mark Scheme
- After completing the certification process and a subsequent Application process to the Fire Door Alliance, the company will be permitted to use the Fire Door Alliance in relation to the certified products.
- Audits, required to maintain the certification and Factory Production Control Procedures (FPC), are handled directly by the Certification Body following initial completion of the certification.
- Certificates are renewable according to the rules of certification and should they be terminated for any reason this must be reported to the BWF and details will be removed from the Fire Door Alliance and where necessary, membership of the Alliance will be withdrawn.

Scope and requirements of the Fire Door Alliance

3.3 Scheme requirements

3.3.1 Factory Production Control system (FPC)

Before starting the certification process, companies must already have in place a) a completed Factory Production Control system, OR b) have ISO 9001 relevant to the production or processing of fire doors.

Note: For BWF Certifire, Licensed Door Processors must have obtained permission to proceed from the Prime Door Manufacturer or Blank Manufacturer, receive training from the Licensor, and ensure all systems and procedures reflect the information provided. Each trained individual will obtain a certificate as proof of training.

3.3.2 Testing



To achieve certification, the fire door design or door blank must be tested to either BS 476 part 22 or EN 1634 part 1 at a UKAS accredited test facility. Both of these standards require the door design to be tested as a complete assembly, including frame, glazing, ironmongery and intumescent seals - known as an Initial Type Test (ITT)

The test or assessment will define the parameters or scope to which the door or door blank may be used and a will be issued describing the door's scope. Any changes to the door's design, such as changes to framing detail, core material, door frame material, etc., will

require a new fire door test or an assessment based on the original test evidence. Advice should be sought from the relevant Certification Body in such instances.

In the case of the BWF Certifire Scheme, a Licensed Processor may rely on the test evidence of the original door or blank providing it has its own Fire Door Certificate.

3.3.3 Audit Fire tests

Audit testing is required by Prime Door Manufacturers operating under the BWF Certifire scheme every 5 years or 250,000¹ fire doors manufactured, whichever comes first, to ensure that the same materials are used, and the same quality of fire door is produced in accordance with BWF Certifire Technical Schedule 10 (TS10). In the case of Q-Mark audit tests are required for all door fabricators in the first year of certification (if relevant test evidence from the last three years is not available) and every three years subsequently

A certified company will be advised when this audit test is due by (based on label sales or time lapse, whichever triggers the requirement first) and the fire door sample will be selected as per sample selection requirements of the Scheme.

Audit fire tests may be undertaken independently by a UKAS approved test facility, who will also be required to select the test sample independently (i.e. without interference by the manufacturer). The manufacturer should inform the relevant certification scheme of when this test is planned, along with the name of the test laboratory. (The Certification Body reserves the right to observe the test at these premises).

Doors processed by Licensed Processors under the BWF Certifire Scheme will not be subjected to Audit Fire Tests, they may rely on **cascaded evidence**.

¹ Under the BWF Certifire Scheme Manufacturers exceeding 250,000 doors within 5 years may have the audit frequency reduced to every 350,000 and then 500,000 where no failures are registered during the audit.

Scope and requirements of the Fire Door Alliance

NOTE: Where companies own primary test evidence they are required to inform all processors licensed to process door leaves/blanks whenever any change to their scope of certification has taken place. Test evidence passed on this way is described as 'Cascaded Evidence'.

Should certification be withdrawn by the Certification Body, the relevant Certification Body will inform all processors or fabricators impacted by this decision.

Should a door processor wish to extend the scope of a door, they should first discuss this with the Prime Door or Blank Manufacturer, it is possible to add a supplement to extend the scope for your CAF through additional testing- this should always be carried out in consultation with the prime door manufacturer.

3.3.4 Factory Production Control (FPC) Audits



To complete the certification process, the relevant Certification Body is required to conduct an audit of your factory.

The audit will involve a detailed assessment of your manufacturing process to ensure the fire door is to the same design as the test specimen. The auditor will be particularly looking at the materials used, their densities and dimensions, and that a label and a copy of the installation instructions are attached to the door. A regular audit is required to maintain certification.

Checks will be made to ensure training covers all appropriate personnel involved in the manufacture / processing / procurement for and sales of fire doors to ensure that they are specifically trained to carry out these operations. (See 3.6). Proof of training (such as a training certificate / training records) will be required as evidence.

Checks will also be made to ensure that THERE IS NO EVIDENCE THAT FIRE DOORS MANUFACTURED ARE SOLD OUTSIDE OF CERTIFICATION as it is a core requirement of the Alliance that all fire doors manufactured by a member are sold as certified.

Checks will also ensure that traceability requirements are adhered to on all products subject to certification and that appropriate installation guidance is provided.

Note: It is not a requirement to have ISO 9001 Quality Management System in place in order to manufacture or process fire doors within the Alliance. However, a Factory Production Control system (FPC) relevant to the processing or production of fire doors is required. It is recommended that you consult with the Certification Body on optimising the audit requirements for your business and ensure that, for example certification audits and mandatory audits under the CPR associated with CE Marking are combined.

3.3.5 Changes to door design or use of components.

Any proposed changes to design of the fire door or any use of new / additional components, including a change to the use of door cores and/or door blanks, should be reported immediately to the Certification Body and approved for use. In some cases, this may result in a new fire test of the door design.



Where these changes are notified by way of a **supplement** to the original certificate, consolidation of such supplements will take place in the form of the Certification Review as appropriate.

Scope and requirements of the Fire Door Alliance

(Supplements to certificates are issued by the EWC scheme and are based on their expert opinion of whether a revised design or variation to a component may be included under the scope of the fire door.)

3.3.6 Testing for different door configurations.

In most cases, the main fire test sampled will be FD30 or E30 Single Acting, Single Leaf fire door (SA/SL). Other configurations i.e. Single Acting, Double Leaf (SA/DL), Double Acting, Single Leaf (DA/SL) and Double Acting, Double Leaf (DA/DL) will usually require an additional test, although these may be combined to include a single and double door in some circumstances. The Certification Body will advise manufacturers on which configurations should be tested.

Higher fire ratings such as FD60 or E60 will require a new test and a report from the test house.

3.3.7 Training.

It is a fundamental requirement of the Scheme that relevant employees are trained to ensure that the company operates within the rules of the scheme.

Training modules to support the scheme are available via the Fire Door Alliance Website.

The Prime Door Manufacturer or Blank Manufacturer must have provided appropriate training in the case of Licensed Processors under the BWF Certifire Scheme. *(refer to Technical Schedule 10 Annex G for more details)*. Proof of training in the form of training record and/or certificates will be required as evidence.

Key Points:

- The Fire Door Alliance membership is reliant on 3rd-party certification via either Q-Mark or BWF Certifire
- Members commit that all fire doors they manufacture will be certified giving customers and end-users confidence in the lifesaving products you supply.
- If supplying a product as a CE Marked Doorset, Members will also be required to provide documentation to support compliance with the CPR, this will include a Declaration of Performance and a label on either the product or the packaging that complies with the requirements of the CPR.

To join the Alliance, you must

- Have a Factory Production Control (FPC) related to the production or processing of fire doors (some companies manage this through their ISO 9001 system)
 - . . . and as a prime door manufacturer or member via QMark
 - o Have your products tested if manufactured to your own design, OR
 - . . . or as a licensed door processor
 - o No using the evidence provided by your door blank supplier or prime door manufacturer to manufacture the door manufacturer or blank whose doors you wish to be licensed to convert
- Agree to a regular audit of your factory processes
- Pay an annual minimum scheme contribution (offset against label purchases).
- Staff employed must have received adequate training (where appropriate by the Prime Door or Blank Manufacturer)
 - o Proof of training will be required at audit
- Adhere to the traceability and labelling requirements of the Alliance

4.1 Label Designs



The Alliance requires the use of a tamper evident label, identifying the door's rating; the fire test certificate number; a unique serial number; and the name and phone number of the manufacturer. This makes the label traceable throughout the supply chain.

These labels are available exclusively from the BWF and are applied to the top edge of the door or adjacent to the Q-mark Plug. (Dimensions – 125 mm x 12.5 mm). The price of labels depends upon the quantity ordered within each calendar year. (See Appendix E)

4.2 Label traceability

The traceability of doors manufactured and / or processed under the Scheme is a fundamental requirement. Each label serial number is unique. Labels are supplied to each member in reels of 1,000. Serial numbers are recorded by BWF against each manufacturer.

Note labels are in addition to any CE Marking on the product or packaging.

Manufacturers are required to record the serial number of every fire door they manufacture, noting the date of manufacture and the production records for the door or jobcard. Other forms of traceability, such as via ink-jet marking of the door batch are also permissible and **MUST** be with the written permission of the Certification Body. BWF must also be notified of this arrangement. This does **NOT** act as a substitute for the Alliance label.

For full labelling instructions, please refer to the specific requirements of Q-Mark or BWF Certifire and Appendix D of this document.

4.3 Returning labels due to termination of membership.

Labels remain the property of the Alliance. Where a company chooses to terminate membership of the Scheme, either by choice, or by ceasing trading for whatever reason, then notification must be given to the Scheme's administrators, the British Woodworking Federation, and all unused labels **MUST** be returned to them.

Notification of this event will be passed on by BWF to the relevant Certification Body, and all information relating to the company's certification will be withdrawn from relevant websites and listings.

4.4 Installation and maintenance instructions.

All doors supplied under the Fire Door Alliance are required to include installation instructions * relevant to the door. This vital information is determined by the test report and relates to each door type and construction, the frame, ironmongery and seals used at the time of test. It should be used to advise the installer which compatible components should be used at the time of installation or during any maintenance programme. **A template data sheet document is available from BWF.*

4.5 Doors sold as non-fire doors

Where doors are sold to be used in non-fire door applications, (e.g. in matching sets, or for acoustic properties), the label should be removed.

Key Points:

- All doors manufactured or processed by members must carry the appropriate Fire Door Alliance labels
- Labels are only available from BWF
- Certification labels are in addition to any CE Marking labelling that is required on the product
- Members are required to record the serial numbers of every door leaf / doorset, noting the date of manufacture and production records / jobcard for each door
- All doors must be supplied with installation instructions



5.1 Membership Categories

Membership falls into the following categories:-

5.1.1 BWF Q-Mark Member - A BWF Member who has opted to certificate their doors via the Q-Mark Scheme.

5.1.2 BWF Certifire Member – A BWF Member who has opted to certificate their doors via the BWF Certifire Scheme, this category may be subdivided into:

a) BWF Certifire Prime Door Manufacturer (PDM) - The manufacturer of a basic timber door finished to a condition which includes lippings and facings and which requires only a frame, hardware and intumescent materials. Additionally the door may be manufactured with a glazed or other aperture(s) and may include manufacturing fire door frames to suit the doors and making up doorsets or doorkits. In this instance a company must hold their own test evidence.

b) BWF Certifire Licenced Door Processor (LDP) - A joinery firm which takes specified certified doors from a PDM or from a blank manufacturer and conducts one or more of the following processes on the product:

- Sizing of blank
- Lipping of blank
- Application of cosmetic face
- Trimming of doors (where permitted by the certification)
- The cutting of aperture(s) for glazing, air transfer grilles, letterplates, etc.
- The glazing of apertures
- The manufacture of door frames with or without hardware

In this instance a company can cascade the test evidence of a scheme approved blank or that of a prime door manufacturer.

A company may be both a Prime Door Manufacturer and Licensed Door Processor.

c) A Q-mark Fabricator – A joinery firm who manufacturers and supplies a Doorset under the rules of Q-Mark certification

c) BWF Certifire Approved Supplier

i) **Certified Supplier** - a company which has one or more fire door components, including hinges, door closers, locks & latches, panic hardware, glass, glazing systems, intumescent seals or smoke seals, certified in their own name by Exova Warrington Certification Ltd.

ii) or a company which is a distributor for certified fire door components, including hinges, door closers, locks & latches, panic hardware, glass, glazing systems, intumescent seals or smoke seals which does not brand any fire door component in their own name.

iii) or a company that provides materials used in the manufacture of BWF Certifire Timber Doors and Doorsets. These materials cannot, on their own be certified. (E.g. core material suppliers or timber supplier)

d) Approved Fire door Centre - A BWF Approved Fire Door Centre is a trade or retail outlet that is approved by the BWF*** to sell fire doors and compatible components. To become a BWF Approved Fire Door Centre you must stock appropriately certified product and approved components for the

Membership and subscriptions

products you sell. Staff should be trained by BWF or relevant PDM. ****Approved Fire Door Centres are not audited, nor certified by EWC and are not subjected to the same joining process.*

5.2 Joining the Scheme

5.2.1 Companies wishing to join the Fire Door Alliance initially will be required to pay a non-refundable application fee (see Appendix C). This fee will be offset against membership costs once certification has been confirmed.

It should be noted that certification fees are applied by the Certification Body, these are negotiated and settled between the member and the Certification Body.

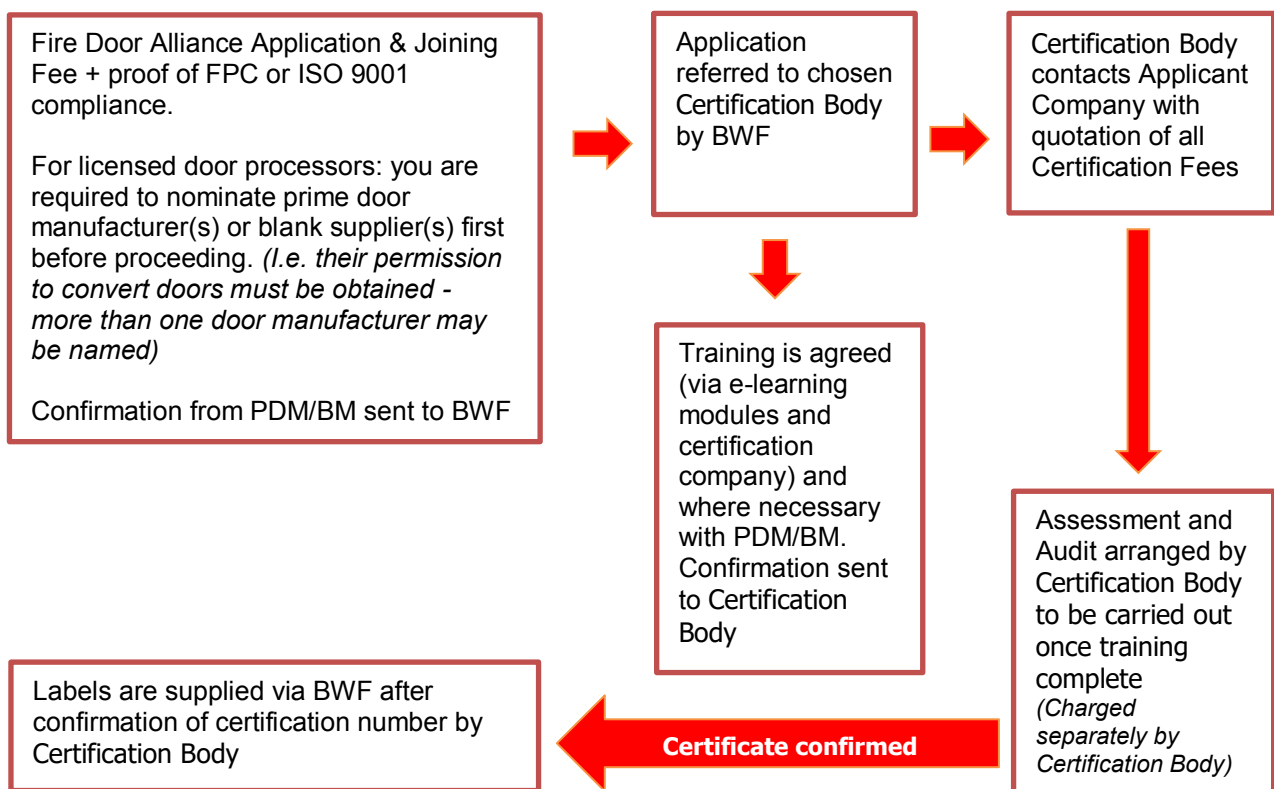
NOTE: Companies who wish to apply as Licensed Processors **MUST first contact the company whose doors they wish to process and obtain permission to proceed before an application is considered.** PDMs and BMs will confirm the application before applications are processed with EWC.

5.2.2 All LPs must undergo a training program approved by the Licensor Company or blank manufacturer before certification is finalised. The Licensor will issue a Training Certificate to each person undertaking training.

5.2.3 Joining Procedure.

The following steps indicate the joining process.

- Before an application is accepted, the BWF requires proof that module 1 of the training has been completed
- Where appropriate applicants **MUST** ensure permission to proceed has been given by each door licensor. This will be confirmed in writing to BWF by the PDM/BM



Membership and subscriptions

BWF will refer applications to the relevant Certification Body (*after pre-qualification checks, permission of the prime door manufacturers or core supplier where appropriate, proof of ISO 9001 or FPC compliance*), and will monitor progress by Certification Body until final certification is confirmed. Once certification is established as a new Scheme member you will be able to purchase labels exclusively through the BWF.

5.3 Annual subscriptions and fees

Membership is paid through the purchase of labels (there is a minimum required contribution) (see Appendix C).

5.4 Label costs

The promotion of the scheme is funded through the sale of labels. Appropriate labels must be applied to all doors certified through the Scheme.

Label costs are dependent on the quantity of labels purchased throughout the year and are charged at the varying rates shown in Appendix C

It may be possible to self-print labels, this will be at the discretion of the BWF (and Certification Body if relevant) and be dependent on retaining traceability throughout the life of the door. A fee **equivalent to contribution by labels** will be agreed with the BWF.

5.5 Certification costs

Certification costs are charged separately by the relevant Certification Body in accordance with the agreed pricing schedule.

Appendix A - Terms & Definitions

Approved Fire Door Centres (AFDCs)	A trade or retail outlet that is approved by the BWF to sell fire doors and their compatible components.
Building Hardware	Components usually made from metal, used in the operation or support of doors. <i>These are split into two groups "Essential hardware" / "non-essential hardware".</i>
Certificates	A test certificate tells the purchaser that a company's products have been tested and they have a certificate to prove it. Test certificates must be provided by independent, UKAS Accredited Test Houses.
CE Mark	With a CE mark on a product, the manufacturer declares that the product conforms with the essential requirements of the applicable EC directives or regulations. At present fire doorsets are not yet required to be CE marked, but ironmongery components are under the current Construction Products Regulation.
CF numbers	The certification number allocated to the fire door or component manufacturer's product.
CAF numbers	The certification number allocated to the company licensed to make alterations to the fire door, or supply door frames to suit.
Cascaded evidence	Test evidence obtained by a door leaf or blank manufacturer and passed on to a company licensed to undertake specific processes by the licensor.
Door	A generic term usually comprising a door leaf and door frame. Can be supplied and installed as a doorset, door assembly or door kit.
Door core	A component of a fire door leaf, usually made from dense particle board, which helps provide the door leaf with its fire resisting properties.
Door leaf	Often referred to as the fire door, the door leaf is the main component of the doorset or door assembly. A door leaf is usually manufactured to a range of standard sizes and door styles. Fire door performance depends on the door leaf manufacturer's certification.
Door blank	The term given to a large (oversized) door leaf which can be then trimmed to suit a bespoke size. The core material for door blanks can vary depending on the blank manufacturer.
Doorset	Fire doors that are pre-assembled in their frame, and include all the correct components such as ironmongery and seals. This guarantees that the entire doorset, including the individual components, will match the tested design.
Door-kit	Fire doors that are supplied as a doorset but in a knock-down form. I.e. prepared door leaf, frame and hinges, locks and latches.

Door frame	The framework attached to the wall to which the door leaf is attached (or hung). Door frames can be made from softwood, hardwood, mdf (medium density fibreboard) or other tested material depending on the door leaf manufacturer's test evidence.
Door closer	An essential component of a fire door – a device which automatically closes the door onto the latch from an open position.
Field of Application	The range of configurations and sizes to which a door's test certificate applies. (also known as 'scope').
Fire door	The term 'fire door' usually refers to a fire door leaf, the main component of a fire door assembly or doorset. The door leaf is installed into a fire-rated frame, complete with its 'essential ironmongery' to make the door perform correctly in the event of a fire.
Fire door assembly	A fire door assembly is all the correct and compatible components of a fire door installation often sourced from different manufacturers, but which MUST be compatible with the door leaf's test evidence.
Fire door installation	The completely installed fire doorset, doorkit or door assembly which complies with the building regulations.
Fire resistance / rating	The length of time in 30-minute intervals for which the doorset or assembly has been tested and certified. (FD30, FD60 etc).
Global Assessment	An assessment prepared as part of QMark certification to define scope from a test. To maintain certification, it can only be used by a company with the appropriate certification under the QMark scheme.
Hinge	A device which connects the door leaf to the frame, allowing it to open and close about a fixed axis. Hinges are termed 'essential ironmongery' and must be CE marked and certified for use with fire doors.
Intumescent seal	Intumescent seals are designed to expand under heat, and fill the gaps between the door leaf and frame, thereby preventing the passage of smoke and fire to other parts or compartments of the building. Acoustic seals may also be required which have an additional role of preventing the passage of sound.
Locks and latches	Fastenings for doors which prevent the door from opening unless operated by a handle or key. Locks and latches are classified as 'essential ironmongery' and must be correctly rated for the doorset or assembly. They must be CE marked and certified for use on fire door installations.

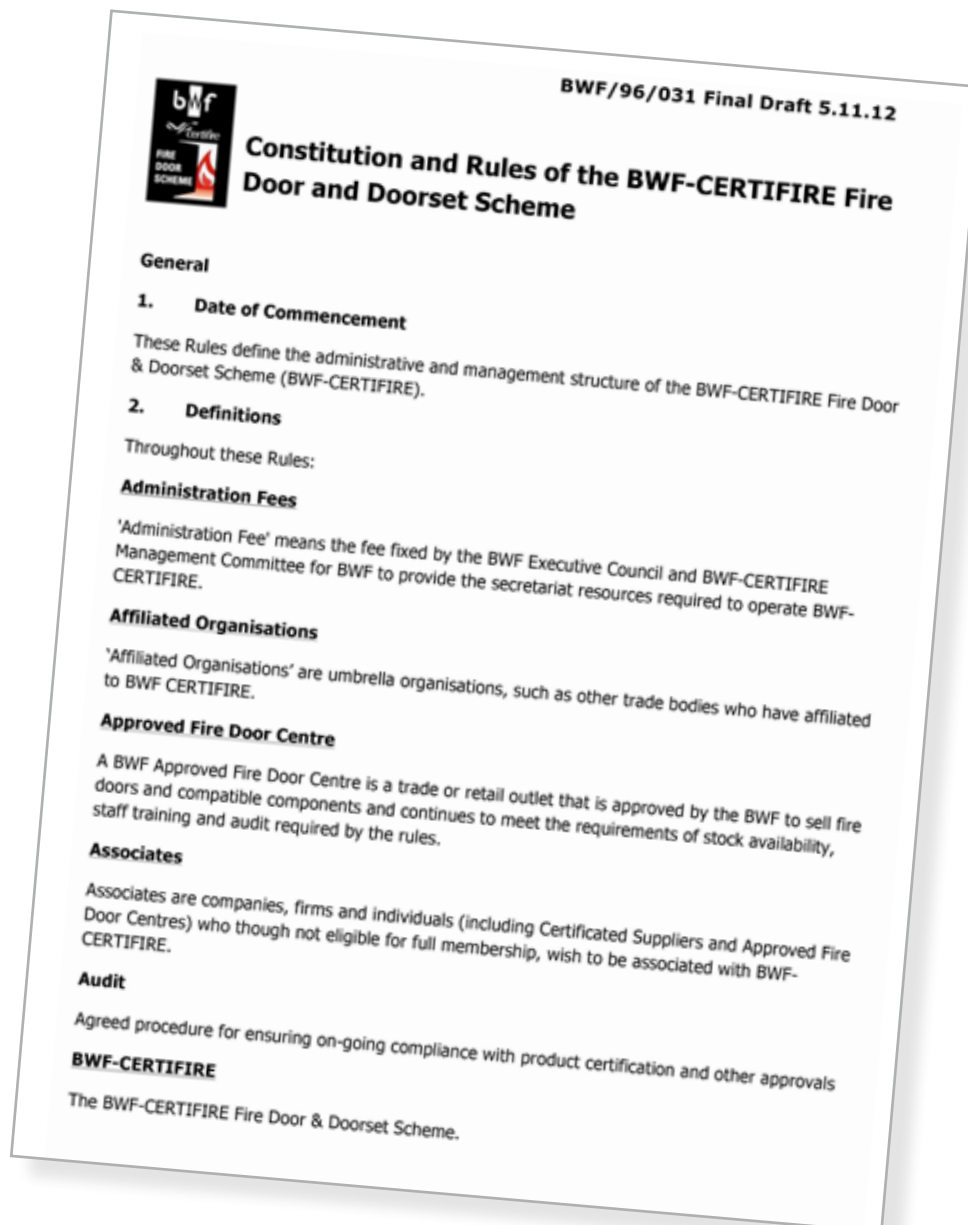
Appendices

Prime Door Manufacturers (PDM)	The manufacturer of a basic timber door finished to a condition which includes lippings and facings and which requires only a frame, hardware and intumescent materials. Additionally the door may be manufactured with a glazed or other aperture(s) and may include manufacturing fire door frames to suit the doors and making up doorsets or doorkits.
Processor (Formerly known as Licensed Converter / Approved Modifier)	A joinery firm which takes specified certified doors from a PDM or door blanks from a blank manufacturer and conducts one or more of the following processes on the product: • Sizing of blank • Lipping of blank • Application of cosmetic face • Trimming of doors (where permitted by the certification) • The cutting of aperture(s) for glazing, air transfer grilles, letterplates, etc. • The glazing of apertures • The manufacture of door frames with or without hardware
Scope	A fire door certificate's scope defines the range of applications, sizes and configurations for which the fire door can be safely used in accordance with the evidence provided in the fire door test. (<i>See also Field of Application</i>).
Smoke seal	Smoke seals are designed to provide additional protection to prevent the passage of cold smoke. In some circumstances, smoke seals are a Building Regulation requirement. Smoke seals can be combined with intumescent seals thus providing combined protection, or, may be fitted in addition to the intumescent seal.
Supplement	An extension to the scope of a certificate gained by adding supplementary information relating to the doors overall performance. Usually gained by additional testing, or via and expert assessment. Supplements are only issued by EWC and relevant to a particular CF or CAF.

Appendix B

Scheme Constitution

The Scheme Constitution document can be downloaded from our website [here](#)



Appendix C - Scheme Costs

Membership cost

Fire Door Alliance joining fee:

- For a BWF Member £250 + VAT
- Non-UK Manufacturer £1,000 + VAT

After the first year all members must make an annual minimum scheme contribution of £250 + VAT (non-UK Manufacturer £500 + VAT). This will be invoiced in January, but rebated through a discount of £42 + VAT (non-UK Manufacturer £84 + VAT) per reel of labels ordered (for the first 6 reels).

Scheme label costs

The promotion of the scheme is funded through the sale of labels. Appropriate labels must be applied to all doors certified through the Scheme.

TOTAL ORDER (Labels with the same CF No.)	Non-BWF Members price per Reel	BWF Members Price per Reel	High volume BWF Members Price per Reel
1-9 Reels	£246.73 + VAT	£119.23 + VAT	£47.00 + VAT
10-24 Reels	£116.53 + VAT	£72.70 + VAT	£47.00 + VAT
25 – 49 Reels	£95.44 + VAT	£54.61 + VAT	£47.00 + VAT
50 – 74 Reels	£90.86 + VAT	£49.96 + VAT	£47.00 + VAT
75 or more Reels	£81.69 + VAT	£41.69 + VAT	£41.69 + VAT

Glazed door labels for Prime Door Manufacturers (1,000 labels per reel)	1 to 5 reels £20 per reel	6 or more reels £15 per reel
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Note:

- Labels can only be ordered in Reels (1 Reel = 1,000 labels)
- High volume rate applies to BWF members ONLY who purchased more than 250,000 labels in the prior year and where each order is for 5,000 labels or more
- The BWF has the sole design copyright on the label
- The labels can only be obtained direct from the BWF
- The labels can only be applied to Members' doors that conform in all respects to the requirements of the Fire Door Alliance

Appendix D - Labels

The BWF Fire Door Alliance Scheme requires the use of a tamper evident label, identifying the door's rating, the fire test certificate number, a unique serial number and the name and phone number of the manufacturer. This makes the label traceable throughout the supply chain.

BWF Fire Door Alliance - CERTIFIRE Labels

Labels are positioned on the top edge of the door, close to the locking stile (if known), allowing for intumescent seals. *(Refer to table E1 in this section)*

These labels are available exclusively from the BWF.

Dimensions – The label dimensions are 125 mm x 12.5mm

A1 - Labels used by Prime Door Manufacturers

	CF 996 A623456 Fire Door Manufacturer Tel: 01999 123456	Fire Door Certification invalid unless installed and maintained exactly in accordance with Manufacturer's instructions and this label is retained unmarked and not removed.	
	CF 999 A456789 Fire Door Manufacturer Tel: 01999 123456	Fire Door Certification invalid unless installed and maintained exactly in accordance with Manufacturer's instructions and this label is retained unmarked and not removed.	
	CF 999 A456789 Fire Door Manufacturer Tel: 01999 123456	Fire Door Certification invalid unless installed and maintained exactly in accordance with Manufacturer's instructions and this label is retained unmarked and not removed.	
	CF 999 A456789 Fire Door Manufacturer Tel: 01999 123456	Fire Door Certification invalid unless installed and maintained exactly in accordance with Manufacturer's instructions and this label is retained unmarked and not removed.	

A2 - Label used by Prime Door Manufacturers for factory-glazed door leaves

	CAF 000 A123456 Company Name Tel: 01999 987654	This Certified Glazed Aperture has been produced in accordance with the fire door leaf Manufacturer's instructions. It conforms to the fire door rating shown on their accompanying BWF-CERTIFIRE label.	
	Ref: 0000001 Factory Glazed by Prime Door Manufacturer Please refer to accompanying CF label for details	This Certified Glazed Aperture has been produced in accordance with the fire door leaf Manufacturer's instructions. It conforms to the fire door rating shown on their accompanying BWF-CERTIFIRE label.	

Where glazed doors are supplied from the factory, an additional label is also required. These labels are prefixed by the letter "G" and supplied by BWF at cost, and are fitted alongside the initial CF label. *(see 5.3.1)*

All doors requiring vision panels must be factory glazed by the manufacturer or glazed by a BWF Certifire Scheme Licensed Converter

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B - Labels used by Door Processors

	CAF 000 A123456 Company Name Tel: 01999 987654	This Certified Glazed Aperture has been produced in accordance with the fire door leaf Manufacturer's instructions. It conforms to the fire door rating shown on their accompanying BWF-CERTIFIRE label.	CERTIFIED GLAZED APERTURE IX DO NOT REMOVE LABEL
	CAF 000 C345678 Company Name Tel: 01999 987654	This Certified Fire Door Frame must be used in conjunction with a BWF-CERTIFIRE fire door leaf and installed & maintained in accordance with the Manufacturer's instructions.	CERTIFIED FIRE DOOR FRAME VII DO NOT REMOVE LABEL

C-Labels used by companies licensed to produce the BWF Certifire Approved universal door frame / lining / casing

	Company Name Tel: 01990 123456 For use on BWF-CERTIFIRE approved fire door assemblies only	Fire Door Certification invalid unless installed and maintained exactly in accordance with Manufacturer's instructions and this label is retained unmarked and not removed.	STANDARD FIRE DOOR LINING DO NOT REMOVE LABEL FD 30
	Company Name Tel: 01990 123456 For use on BWF-CERTIFIRE approved fire door assemblies only	Fire Door Certification invalid unless installed and maintained exactly in accordance with Manufacturer's instructions and this label is retained unmarked and not removed.	STANDARD FIRE DOOR CASING DO NOT REMOVE LABEL FD 30
	Company Name Tel: 01990 123456 For use on BWF-CERTIFIRE approved fire door assemblies only	Fire Door Certification invalid unless installed and maintained exactly in accordance with Manufacturer's instructions and this label is retained unmarked and not removed.	STANDARD FIRE DOOR FRAME DO NOT REMOVE LABEL FD 30

D - Labels used for doorsets and doorkits

	CAF0000 D000001 Company Name Tel: 01999 123456	Fire Door Certification invalid unless installed and maintained exactly in accordance with Manufacturer's instructions and this label is retained unmarked and not removed.	CERTIFIED FIRE DOOR KIT DO NOT REMOVE LABEL FD 30
	CAF0000 E000001 Company Name Tel: 01999 123456	Fire Door Certification invalid unless installed and maintained exactly in accordance with Manufacturer's instructions and this label is retained unmarked and not removed.	CERTIFIED FIRE DOORSET DO NOT REMOVE LABEL FD 30

E - Label for doors made from processed blank

	CF NNN Blank Manufacturer Ltd Door Blank Brand	This label shows the type of fire door blank from which this door has been processed. NOT VALID UNLESS ACCOMPANIED BY A CERTIFIED FIRE DOOR BLANK LABEL	FIRE DOOR BLANK DO NOT REMOVE LABEL FD 30
	CF NNN Blank Manufacturer Ltd Door Blank Brand	This label shows the type of fire door blank from which this door has been processed. NOT VALID UNLESS ACCOMPANIED BY A CERTIFIED FIRE DOOR BLANK LABEL	FIRE DOOR BLANK DO NOT REMOVE LABEL FD 60
	CAF NNNN NB123456 Lincensed Processor Name Tel: 01999 123456	This door has been processed from a certified fire door blank in accordance with the manufacturer's instructions. NOT VALID UNLESS ACCOMPANIED BY A FIRE DOOR BLANK LABEL	CERTIFIED NON-GLAZED FIRE DOOR BLANK DO NOT REMOVE LABEL
	CAF NNNN GB123456 Lincensed Processor Name Tel: 01999 123456	This door has been processed from a certified fire door blank in accordance with the manufacturer's instructions. NOT VALID UNLESS ACCOMPANIED BY A FIRE DOOR BLANK LABEL	CERTIFIED GLAZED FIRE DOOR BLANK DO NOT REMOVE LABEL

Example of label showing CAF + Label denoting blank used by processor A separate label is also required when door is glazed

Table E1 : Fixing positions for BWF Certifire Scheme labels.

Type of label		Prime Door Manufacturer	Licensed Converter	Location of label
A Certified Fire Door	30 mins 60 mins 90 mins 120 mins	A1 As listed on CF certificate	Not Applicable	The top edge of the door, close to the locking stile if known, otherwise centrally
B Certified glazed aperture Certified glass opening	30 mins	A2 Additional label for glazed apertures as per CF certificate	B As listed on CAF certificate	The top edge of the door, adjacent to the manufacturer's label (above)
C Certified fire door frame	30 mins	C As listed on CF certificate	B As listed on CAF certificate	Centrally, on the rebate platform of the head of the frame
C Standard fire door frame Standard fire door lining Standard fire door casing	30 mins	C As listed on CF certificate	C As listed on CAF certificate	Centrally, on the rebate platform of the head of the frame
D Certified fire door kit Certified fire doorset	30 mins 60 mins 90 mins 120 mins	D As listed on CF certificate	D As listed on CAF certificate	In the rebate platform of the hanging jamb, above the top hinge.
E Certified fire door / doorset processed from door blank	30 mins 60 mins	Not Applicable	As listed on CAF Certificate - Blank label E + Additional label for glazed or unglazed aperture as shown in E	Glazed or unglazed blank label - The top edge of the door, adjacent to the blank manufacturers label Doorset/kit - In the rebate platform of the hanging jamb, above the top hinge.

Q-Mark

Product must be plugged as per the requirements of the Q-Mark Scheme. An additional tamper evident label will need to be applied by members of the Fire Door Alliance to meet the full traceability requirements of the scheme. This will be placed adjacent to the plugs with the arrow pointing to the plugs.



Procedure for ordering labels

Labels for the Fire Door Alliance Scheme may only be purchased from BWF using the pro-forma order form (available from bwf@bwf.org.uk).

Companies requiring labels should ensure that all details contained on the label are correct at the time of ordering.

The sequential number shown on each label will be determined by BWF when labels are ordered.

Appendix E – Key Documents and Technical Schedules

BWF Certifire Key Documents

Certification operates a number of Technical Schedules under the BWF Certifire brand, to address fire-resisting doorsets, building hardware, glazing and a variety of other products.

IMPORTANT: Members MUST familiarize themselves with the details contained in [TS 00 - Rules for Certification](#) and the following Technical Schedules in relation to the products they place on the market:-

(use the hyperlinks [in blue](#) to access the schedule)

TS 10	Fire Resisting Pedestrian Type Hinged or Pivoted Doorsets with Non Metallic Leaves
TS 21	The Contribution Of Edge Seals To The Control Of Smoke Leakage Via Doorsets
TS 23	Locks & Latches
TS 24	The Contribution Of Single Axis Hinges To The Performance Of Fire Resisting Door Assemblies
TS 25	Fire Resisting Glass, Glazing Systems and  Glazing Materials (BS Standards)
TS 26	The Contribution Of Panic Exit Devices, Operated By A Horizontal Bar, To The Performance Of Fire Resisting Door Assemblies
TS 31	The Contribution Of Emergency Exit Devices, Operated By A Lever Handle Or Push Pad, To The Performance Of Fire Resisting Door Assemblies
TS 34	The Contribution Of Controlled Door Closing Devices And Accessories To Fire Resisting Doorsets
TS 35	The Contribution Of Intumescent Seals To The Fire Resistance Of Pedestrian Type Door Assemblies
TS 47	Intumescent Air Transfer Grills

NOTE : Other than shown [blue](#) - technical Schedules available from Exova Warrington Certification Ltd.

For QMark information, please refer to QMark Team

bwf FIRE DOOR ALLIANCE

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The British Woodworking Federation

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London WC1E 7BT

0844 209 2610

firedoors@bwf.org.uk



Note: Whilst every effort has been made to ensure the accuracy of advice given, the BWF cannot accept liability for loss or damage arising from the use of the information supplied in this publication.

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