



**GUARDIAN**  
INDUSTRIAL DOORS

GUARDIANDOORS.COM

0800 783 6602

ROLLER SHUTTERS - SECTIONAL OVERHEAD DOORS - INSULATED DOORS - FOLDING DOORS  
STEEL DOORS - FIRE RATED DOORS - SECURITY DOORS - SLIDING GATES - HIGH SPEED DOORS

# PREVENTIVE MAINTENANCE PROGRAM

A guide for business and building owners, managers and end users



Guardian Industrial Doors Ltd  
Registered Office: 45 Progress Road, Leigh on Sea, Essex SS9 5PR  
Fax No 01702 260117  
Registered in England No 1447746



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## OVERVIEW OF OUR PREVENTIVE MAINTENANCE PROGRAM

Our service aims to improve the reliability of your doors and dock equipment, reduce overall repair costs and stop or limit serious impairment of operational capability from broken systems. Our service also ensures fulfilment of the legal requirements set out in the Health and Safety at Work Act 1974 and the Workplace (Health, Safety and Welfare) Regulations 1992.

### Maintenance is a legal requirement

The penalty?

- imprisonment
- substantial fines
- liability to enforcement notices

### Regulations stipulate regular maintenance

- defects must be remedied
- suitable records must be kept

### Avoids reduced operational lifespan

- negates unnecessary early replacement
- limits serious impairment of operational capability

### Keeps your door in a safe and efficient condition

- highlights safety related repairs or replacements
- allows planning for required expenditure

### Helps to meet your legal requirement

- regular maintenance by approved operators to suppliers standards
- full records of all maintenance

### Ensures good working order

- identifies and solves key faults
- prolongs operational life

### Maintains safe and efficient condition

- limits accidents
- limits damage
- limits loss of revenue
- limits potential downtime

### Controls cost

- planned maintenance = planned cost
- early identification of potential problem

Preventive maintenance is not only a factor in providing safe and useable equipment, it can also maintain productivity and efficiency levels for your business.



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After an in depth site survey, Guardian provides a detailed status report of your door assets from which the ideal solution can be compiled.

Solutions can encompass extended warranty periods, guaranteed response times and agreed pricing structures for call outs and replacement parts.

## ONLINE DOCUMENTATION

We provide access to an online portal where you can request a visit, access service and financial records related to every asset on your sites. Upon agreement of a service provision, you will be issued with a login and password to access and download your records as you require. All documentation relating to the asset, spanning back to initial manufacture drawings\*, will be available to you ( \*should it be one a Guardian supplied door.)

We also provide the following data and service elements:

### Asset register

Specific information and location of all equipment on your site under contract. Manufacturer, serial number, size, type, and similar important data in the file.

### Asset branding

We brand and identify all assets under contract with a unique reference and location description, we can work with your existing referencing system or these can be set up by our PM team. This will simplify communications when requesting repair services and tracing history of specific assets.

Service check lists - details the full maintenance programme carried out at every scheduled visit, and is filled in as maintenance is completed by the Guardian specialist. Providing an invaluable up to date record of the condition of your doors and shutters, the check list not only helps to meet your legal requirement, but also highlights any repairs which may be needed immediately or within the near future, managed by the most cost effective means.

In parallel with the check list, the record report is essential in keeping track of maintenance carried out and any repairs required a copy is kept with the door and online as well as being emailed to you. These records provide valuable service information which we keep on file for the lifespan of each individual door or shutter at every site.

Should routine servicing and maintenance of your doors highlight the need for major repairs or replacement, detailed information will be provided in the report.

Hoping that the above mentioned meets your requirements. If you require further information, please contact us on 0800 783 6602. Or email to [support@guardiandoors.com](mailto:support@guardiandoors.com)

Yours faithfully,  
GUARDIAN INDUSTRIAL DOORS LTD.

Ross Everitt  
General Manager



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## ***Relevant sections of - The Workplace (Health, Safety and Welfare) Regulations 1992***

### ***Maintenance of workplace, and of equipment, devices and systems***

5.—(1) The workplace and the equipment, devices and systems to which this regulation applies shall be maintained (including cleaned as appropriate) in an efficient state, in efficient working order and in good repair.

(2) Where appropriate, the equipment, devices and systems to which this regulation applies shall be subject to a suitable system of maintenance.

(3) The equipment, devices and systems to which this regulation applies are—

(a) equipment and devices a fault in which is liable to result in a failure to comply with any of these Regulations.

### ***Doors and gates***

18.— (1) Doors and gates shall be suitably constructed (including being fitted with any necessary safety devices).

(2) Without prejudice to the generality of paragraph (1), doors and gates shall not comply with that paragraph unless—

(a) any sliding door or gate has a device to prevent it coming off its track during use.

(b) any upward opening door or gate has a device to prevent it falling back.

(c) any powered door or gate has suitable and effective features to prevent it causing injury by trapping any person.

(d) where necessary for reasons of health or safety, any powered door or gate can be operated manually unless it opens automatically if the power fails; and

(e) any door or gate which is capable of opening by being pushed from either side is of such a construction as to provide, when closed, a clear view of the space close to both sides.



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