

**UNIVERSITY OF TOLEDO  
FACILITIES AND CONSTRUCTION**

<b>Section:</b>	<b>General Maintenance</b>	<b>Procedure Number:</b>	<b>GM-15</b>
<b>Subject:</b>	<b>Failure of Automatic Doors</b>	<b>Effective Date:</b>	<b>January 1980</b>
		<b>Revised Date:</b>	<b>November 2016</b>
<b>Facilities Officer:</b>	<i>Paul A. Dowling</i>	<b>Reviewed Date:</b>	<b>February 2023</b>

**Standard Operating Procedure**

In the event of an automatic door operator failure, measures will be taken to notify the users of the door that it is inoperable.

**Purpose**

To ensure safe and/or alternate access to entrances of the buildings by the physically impaired.

**Procedure**

1. Campus Police or user department will notify Facilities Maintenance of any failure or malfunction of doors. Corrective maintenance will be performed immediately. If repair cannot be made, unit will be shut down and a sign indicating such will be posted.
2. An alternate route will be posted if the automatic door cannot be repaired immediately.