



UNIFIED FIRE AUTHORITY

MEMORANDUM

25-156

September 3, 2025

TO: All Personnel
FROM: Facilities Captain Adam Park
SUBJECT: Bifold Doors

Please review the following important guidelines regarding the operation and safety of our **Door Engineering brand bifold doors**:

1. **Presence Sensor Functionality:**

These bifold doors are equipped with **presence sensors**—the **eye- or camera-looking devices located above the door**. These sensors detect motion or occupancy in the doorway. When triggered, the door remains open to ensure safe and unobstructed passage. Once the area is clear, the door will close automatically after a short delay.

2. **Sensor Light Indicator:**

If the **light on the sensor is illuminated**, it means the sensor is detecting an **obstruction** in the doorway. The door will remain open until the obstruction is cleared. Please ensure the area beneath and around the door is kept clear at all times.

3. **Power Bumps and Sensor Relearning:**

In the event of a **power bump or reset**, the sensor will **relearn its environment**. If any object (e.g., equipment, pallets, or vehicles) is in the detection zone during that time, the sensor may interpret it as a permanent part of the area and no longer recognize it as an obstruction.

For this reason, nothing should be stored or parked in the sensor's detection area at any time.

4. **Automatic Closing Timers:**

Only designated exit doors are allowed to have automatic closing timers enabled. All other bifold doors must operate using their presence sensors only. This ensures compliance with safety standards and helps prevent unintended door closure.

5. **Program Settings and Adjustments:**

No changes should be made to the door's programming or settings without

first contacting the Facilities team. This includes adjustments to timers, sensor sensitivity, or any control parameters. Unauthorized changes may compromise safety and proper door function.

Please ensure all team members are familiar with these guidelines. Report any door malfunctions or sensor concerns to Facilities or Maintenance immediately.

Thank you for your attention and cooperation.