

Approved Document Q Security – Dwellings

Key Facts

Scope of Doc Q
Including Doors, Door Hardware and Windows

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Scope of Approved Document Q

- The recommendations of Doc Q do not apply to work started before 1st October 2015, or work subject to a building notice, full plans application or initial notice submitted before that date, providing the work is started on site before 1st October 2016
- Where an existing building is going through a material change of use, Doc Q will apply to either the full building, if entire building is being changed to dwelling, or in the event of only part of the building becoming dwelling, only the part of the building changing to dwelling requires to comply with the guidance of Doc Q
- **Q1 – Unauthorised access**, applies to any easily accessible door or window that provide access to the following:
 - a) into a dwelling from outside
 - b) into parts of a building containing flats from the outside
 - c) into the flats from a common part of the building

Doors & windows will meet the requirements of Q1 if they can resist physical attack by a casual or opportunist burglar by being both:

- a) Sufficiently robust
- b) Fitted with appropriate hardware

Doorsets

- Easy accessible doorsets, including garage doorsets and communal entrance doorsets that provide access into a dwelling, or into a building containing a dwelling, should be security doorsets.

If a garage has no interconnecting doorset allowing access into the dwelling, the garage doorset does not need to be a security doorset.

Where access can be gained via an interconnecting doorset from the garage, then either the garage doorset or the interconnecting doorset, should be a secure doorset.

- Secure doorsets should be either:
 - a) Manufactured to a design that has been shown by test to meet the security requirements of British Standards publication Pas 24:2012, or
 - b) Designed and manufactured in accordance of Appendix B of Approved Document Q

Doorsets continued,

- Doorsets that satisfy other standards that provide similar or better performance to Pas 24:2012 are also acceptable. These standards include:
 - STS 201 issue 5:2013
 - LPS 1175 issue 7:2010 security rating 2
 - STS 202 issue 3:2011 burglary rating 2
 - LPS 2081 issue 1:2015 security rating B

Further advice is available in Secured by Design's "New Homes 2014"

Installation and fixing of secure doorsets:

Frames should be mechanically fixed to the structure of the building in accordance with the manufacturer's installation instructions.

Lightweight framed walls should incorporate a resilient layer to reduce the risk of anyone breaking through the wall and accessing the locking system.

The resilient layer should be timber sheathing at least 9mm thick, expanded in metal or a similar resilient material. The resilient layer should be the full height of the door and 600mm either side of the doorset.

Hardware

- Only a complete window or doorset can be referred to as Pas 24 (or other security standard) compliant. Individual hardware items on their own, cannot be classed as such.
- There are individual items of essential security hardware (hinges, locks, letter plates) that have been previously included in a successful Pas 24 tests, and/or listed within SBD scheme as stand alone items.

What this evidence tells an architect and/or specifier, is that these items of hardware are suitable for consideration for use within a secure doorset.

- A doorset manufacturer who already holds security accreditation/certification documentation against their secure doorsets, can enquire about adding additional hardware products to the scope within that accreditation, by applying to the UKAS accredited notified body who issued the initial accreditation.

An item of hardware can only be considered for inclusion, provided they have gained the required classification of relevant standard/technical schedule, referred to in Appendix D of Doc Q.

Only the notified body who issued the initial accreditation document, can make official additions to the scope of that document.

Hardware continued,

Note: Levers/Knobs

Where a lever set or knob set is not acting as a security component protecting the locking mechanism, any lever set or knob set can be used on a secure doorset.

Only where a lever set or knob set is acting as the security component protecting the locking mechanism, would it ever be considered as essential security hardware on a secure doorset, and it would be tested within the doorset, and written into the scope of the secure doorset.

In the instance the of including an equivalent lever set or knob set, the same rules applying to the inclusion of hinges, locks and letterplates within the secure doorset scope would apply.

The evidence relating to any alternative lever/knob would have to be submitted by the doorset manufacturer holding the certification to the notified body who issued the document, and it would be the decision of the notified body as to whether the alternative could be included within the scope or not.

Bespoke Doorsets

- Individual items of hardware (hinges, locks and letterplates) can be considered for inclusion in the scope of a bespoke doorset, providing the material and dimensions of the door & frame components, and the performance evidence gained by the hardware, meet the guidance parameters set within Appendix B: Bespoke timber secure doorsets within Document Q.

Note: Appendix B should always be referred to for guidance.

The following section of key facts relating to bespoke doorsets is the entire contents of Appendix B, taken directly from Approved Doc Q.

Appendix B: Bespoke timber secure doorsets

B.1 A timber doorset constructed in accordance with this appendix is considered a secure doorset for the purposes of requirement Q1.

Note: The information in this appendix applies to doors of up to 1000mm wide and 2000mm high. Additional measurements may be necessary for larger doorsets.

Material

B.2 The doorset should be manufactured from solid or laminated timber with a maximum density of 600kg/cubic metre.

Dimensions

B.3 Door rails, stiles and muntins should be at least 44mm thick. After rebating, frame components should retain at least 32mm of timber.

B.4 Any panel within the doorset should be at least 15mm thick. The panel should be securely held in place. Beading should be mechanically fixed and glued in position.

B.5 The smaller dimension of each panel – which can be either the width or height of the panel – should be 230mm or less.

Appendix B: Bespoke timber secure doorsets

Locks

B.6 The main doors for entering a dwelling (usually the front doorset) should be fitted with a multipoint locking system that meets the requirements of:

- Pas 3621 (key locking on both sides), or
- Pas 8621 (non-key locking on the internal face), or
- Pas 10621 (non-key locking on the internal face, but with an external locking override facility).

If it is not practical or desirable to install a multipoint locking system, a mortice lock that conforms with one of the following standards can be fitted instead, with a surface-mounted rim lock that conforms to the same standard:

- BS 3621 (key locking on both sides), or
- BS 8621 (non-key locking on the internal face), or
- BS 10621 (non-key locking on the internal face, but with an external locking override facility).

Between the locking points for the mortice lock and surface-mounted rim lock, the distance should be 400-600mm.

Appendix B: Bespoke timber secure doorsets

Locks continued,

B.7 The non-primary doors for entering a dwelling (for example, back door or garage interconnecting doors) should be fitted with a multipoint locking system that meets the requirements of:

- Pas 3621 (key locking on both sides), or
- Pas 8621 (non-key locking on the internal face), or
- Pas 10621 (non-key locking on the internal face, but with an external locking override facility).

If it is not practical or desirable to install a multipoint locking system, a mortice lock that conforms with one of the following standards can be fitted instead, with two mortice bolts.

- BS 3621 (key locking on both sides), or
- BS 8621 (non-key locking on the internal face), or
- BS 10621 (non-key locking on the internal face, but with an external locking override facility).

The mortice bolts should have a minimum projection of 20mm, should be at least 100mm from the top and bottom corners of the door, and should avoid any door construction joints.

Appendix B: Bespoke timber secure doorsets

Hinges

B.8 Hinges accessible from outside should incorporate hinge bolts.

Letter plates

B.9 Letter plates, where provided, should:

- a) Have a maximum aperture of 260mm x 40mm, and
- b) Incorporate a flap or other features designed to hinder anyone attempting to remove keys with sticks and/or insert their hand.

Note: Letter plates meeting the requirements of Door and Hardware Federations (DHF's) technical specification TS 008:2012 have been shown to protect against the attacks mentioned above.

Appendix B: Bespoke timber secure doorsets

Door limitation and caller identification

B.10 The main doors for entering a dwelling (usually the front door) should have a door viewer unless other means exist to see callers, such as clear glass within the door or a window next to the doorset.

The same doorset should also have a door chain or door limiter.

Note: In some situations a door chain or limiter is not appropriate, for example where a warden may need emergency access to residents in sheltered housing.

Alternative caller-identification measures such as electronic audio-visual door entry systems can be used to identify visitors.

Glazing

B.11 Any glazing which, if broken, would permit someone to insert their hand and release the locking device on the inside of the door should be a minimum of class P1A in accordance with BS EN 356:2000.

Double or triple-glazed units need to incorporate only one pane of class P1A glass.

Windows

- Ground floor, basement and other easily accessible windows, including easily accessible rooflights should be secure windows that are made to a design that has been shown by test, to meet the security requirements of British Standards publication Pas 24:2012.
- Secure windows that satisfy other standards that provide similar or better performance to Pas 24:2012 are also acceptable. These standards include:
 - STS 204 issue 3:2012
 - LPS 1175 issue 7:2010 security rating 1
 - LPS 2081 issue 1:2015 security rating A

Further advice is available in Secured by Design's "New Homes 2014"

Installation and fixing of secure windows:

Frames should be mechanically fixed to the structure of the building in accordance with the manufacturer's installation instructions.