

DOOR NUMBERING STANDARDS

A. DOOR WITH CYLINDER

1. If a room has only one door, number the door with the same number as the secured room or space and add a hyphen (-) one (1) suffix.
 - a. For example, Door 1219-1, 1230-1
 - b. Note that stair-to-corridor doors, if locked, would secure the corridor, not the stair.

B. DOOR WITH NO CYLINDER

1. Assume the door has a cylinder and follow the “Door with Cylinder” guidelines above.
 - a. Note that vestibule-to-corridor doors, if locked, would secure the corridor, not the vestibule.
2. If there is no cylinder on a door between rooms and there is no logic to assume securing either room, identify the door with the innermost room, or with the room the door swings into.

C. DOOR WITH CYLINDER EACH SIDE

1. If a door has a locking cylinder on each side, identify the door with a different number on each side.

D. MULTIPLE DOORS

1. Where a room has multiple doors, add a hyphen (-) and a number suffix to the room number clockwise in plan beginning at the primary entrance.
 - a. For example, Door 1219-1, 1219-2, 1230A-1, 1230A-2.
2. Add a “hyphen X” (-X) suffix to the room number to identify a door as an exterior door.
 - a. For example, Door 1219-1, 1219-2, 1230A-1, 1230A-2 would be identified as exterior Door 1219-X1, 1219-X2, 1230A-X1, 1230A-X2.
 - b. Roof access doors and hatches are numbered in a similar manner.
3. At groups of doors at a building entrance, number the doors clockwise in plan.

E. PAIR OF DOORS

1. Identify a true pair of doors with only one number.

F. DOOR WITH MULLIONS

1. Identify an opening with a pair of doors latching into a stationary or removable mullion with a different number for each door leaf.

END OF DOOR NUMBERING STANDARDS