

MANAGEMENT OPERATING INSTRUCTIONS

CODES-THE BASICS

The lock has three (3) code levels available:

- 1) MASTER CODE
- 2) SUB-MASTER CODE
- 3) USER CODE (PIN)

The lock is supplied with two (2) factory set codes:

MASTER CODE: 11 33 55 77
USER PIN: 22 44

- When installed, immediately change the Master Code and User PIN.
- All Master and Sub Master Codes are 8 digits.
- All user PINs are 4 digits

FUNCTIONS:

Before programming select the most appropriate function for the application.

(A) DAY USE (SHARED USE):

This is the default function and is already preprogrammed in the new locks. The user enters a single PIN which will lock and then open the lock once ONLY and then is erased. This function is used for short term, multi-occupancy applications.

(B) PERMANENT USE:

This function is used when the same PIN will be used repeatedly.

TO SET THE LOCK TO PERMANENT USE (B):

MASTER CODE (11 33 55 77) ● 26 ● ● ●

TO RETURN THE LOCK TO DAY USE (A):

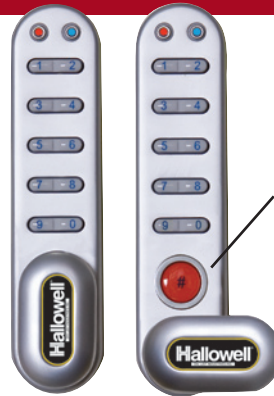
MASTER CODE (11 33 55 77) ● 24 ● ● ●

MASTER CODE CAN:

- Open the lock
- Change the master code
- Set/change/delete the sub-master and user PINs
- Select between permanent and day use modes

SUB-MASTER CODE CAN:

- Open the lock
- Change the sub-master code
- Change the user PIN



PROGRAMMING

TO PROGRAM: the lock must be in the open position with the # (red) button visible. Every program command must commence by pressing the # (Red) button, followed by either the Master code, Sub-code or User PIN.

MASTER CODE COMMANDS	SUB-MASTER CODE COMMANDS
CHANGE THE MASTER CODE #Master Code ● 01 ● New Master ● New Master ● ● ● ● EXAMPLE: #11335577 ● 01 ● 12345678 ● 12345678 ● ● ● ● RESULT: Master Code has been changed to 12345678	CHANGE THE SUB-MASTER CODE #Sub-Master Code ● 06 ● New SM Code ● New SM Code ● ● ● ● EXAMPLE: #87654321 ● 06 ● 10101010 ● 10101010 ● ● ● ● RESULT: Sub-Master Code has been changed to 10101010
SET OR CHANGE THE USER PIN #Master Code ● 02 ● User PIN ● ● ● ● EXAMPLE: #11335577 ● 02 ● 9999 ● ● ● ● RESULT: New User PIN is now 9999	SET OR CHANGE THE USER PIN #Sub-Master Code ● 07 ● User PIN ● ● ● ● EXAMPLE: #87654321 ● 07 ● 6666 ● ● ● ● RESULT: New user PIN 6666 is now operative
DELETE USER PIN #Master Code ● 03 ● ● ● ● EXAMPLE: #11335577 ● 03 ● ● ● ● RESULT: User PIN is now deleted	DELETE USER PIN #Sub-Master Code ● 08 ● ● ● ● EXAMPLE: #87654321 ● 08 ● ● ● ● RESULT: New User PIN 6666 is now operative
SET OR CHANGE THE SUB-MASTER CODE #Master Code ● 04 ● Sub-Master Code ● Sub-Master Code ● ● ● ● EXAMPLE: #11335577 ● 04 ● 87654321 ● 87654321 ● ● ● ● RESULT: Sub-Master Code 87654321 is now operative	USER PIN COMMANDS CHANGE THE USER PIN #User PIN ● New User PIN ● New User PIN ● ● ● ● EXAMPLE: #2244 ● 6688 ● 6688 ● ● ● ● RESULT: User PIN is now 6688
DELETE SUB-MASTER CODE #Master Code ● 05 ● 05 ● ● ● ● EXAMPLE: #11335577 ● 05 ● 05 ● ● ● ● RESULT: Sub-Master Code has been deleted	

BATTERY FAILURE OVERRIDE:

This lock has been designed so that an external 9 volt battery can be placed against the contact points surrounding the **RED and BLUE LED's** so the lock can be opened to replace batteries.

Procedure is as follows:

- Place the contact points of the a 9 volt battery against the contact points surrounding the **RED** and **BLUE LED's**.
- **THE POSITIVE (+)** terminal against the **RED LED** and **THE NEGATIVE (-)** terminal against the **BLUE LED**.
- Enter the master Code and the lock will open.
- Fit new batteries by removing the fixing bolt and swinging the lock down over the edge of the door. Refit the lock.



LOST CODE PROCEDURE:

- Remove the rear fixing bolt and swing the door over the edge of the door to reveal the battery compartment. This procedure requires the door to be open.
 - Remove the battery
 - Press and hold the 1 button, replace the battery, the blue LED will flash twice, release the 1 button. Within 3 seconds press the 1 button three (3) times. the blue LED will flash twice and the lock will have reverted to the factory master code **11 33 55 77** and all other stored settings will have been erased.
- PENALTY TIME:** Entering the incorrect code or PIN will cause the lock to shutdown for 10 seconds.