

Installation Instructions



CODELOCKS



**CODELOCK
2000
ELECTRONIC**



**CODELOCK
4000
ELECTRONIC**

Box Contents

Check the contents of the box are correct according to the model

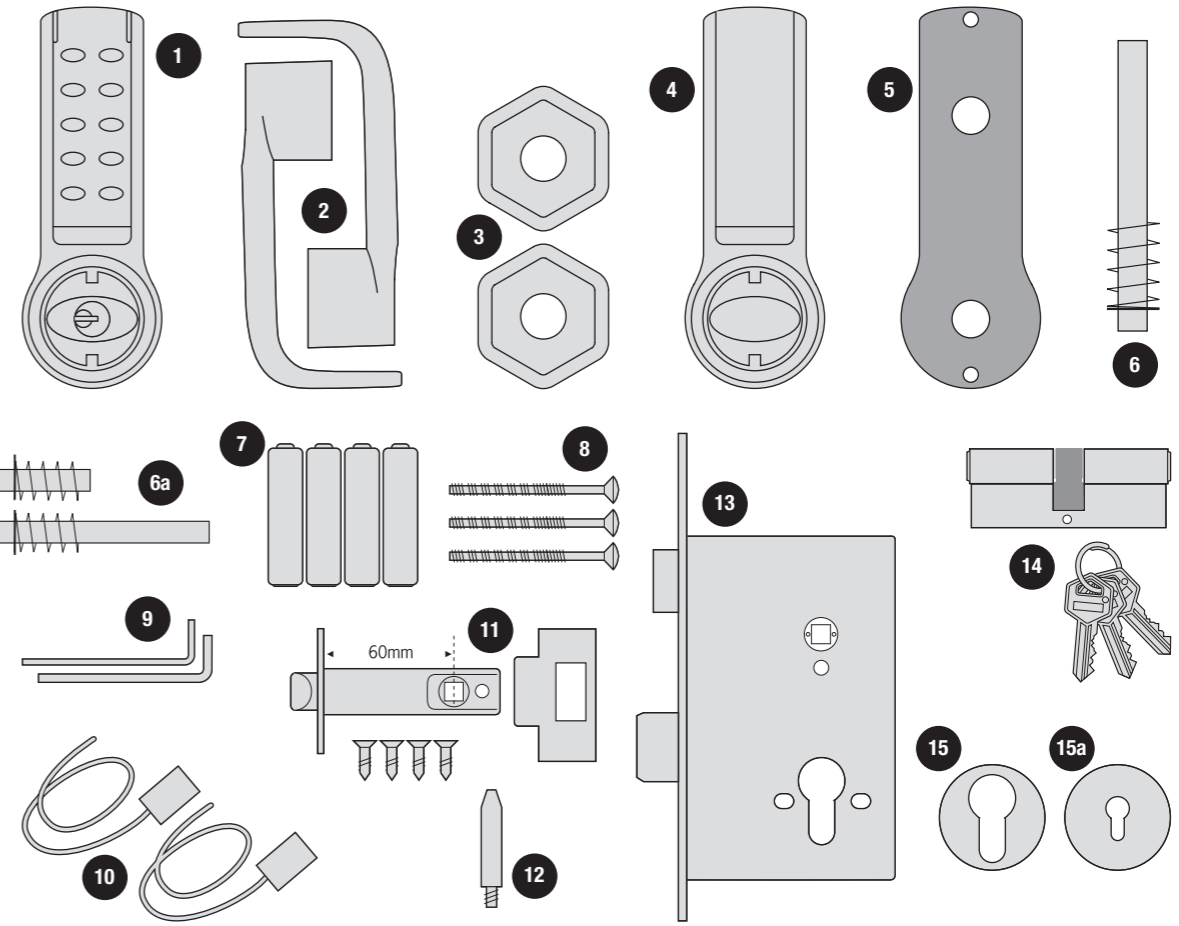
	4010	2010	4020	2020
1 Front Plate	•	•	•	•
2 Lever Handles (x2)	•	-	•	-
3 Knob Handles (x2)	-	•	-	•
4 Back Plate	•	•	•	•
5 Gaskets (x2)	•	•	•	•
6 Sprung Spindle	•	•	-	-
6a Split Spindle (x2)	-	-	•	•
7 1.5v AA Batteries (x4)	•	•	•	•
8 Philips Head through Fixing Bolts (3) (1 spare)	•	•	•	•
9 Allen Keys	•	•	•	•
10 2x Cable connections for REM 1 and REM 2	•	•	•	•
11 Mortice Latch, Strike & 4 screws	•	•	-	-
12 Latch Support post	•	•	-	-
13 2 Bolt Mortice lock & Strike	-	-	•	•
14 Double Europrofile Cylinder & 3 Keys	-	-	•	•
15 Europrofile Cylinder Escutcheons	•	•	•	•
15a Keyhole Escutcheons	•	•	-	-

This box should also contain an Installation Template and Programming Instructions.

Tools Required

- Power Drill
- Drill bits 25, 16, 12 & 10mm
- Philips screwdriver
- Hammer / mallet
- Chisel 25mm
- Stanley knife
- Adhesive tape, pencil, bradawl, Tape measure
- Pliers and hacksaw for cutting bolts

Box Contents



OPERATIONS CHECK

- Remove the battery cover and install the 4 x AA batteries, connect the front and backplate via their connecting cables: The lock will beep to signal that power is 'ON'.
- Enter the factory master Code #1234. **Note:** The badge bar at the bottom of the keypad acts as the # button. The Blue LED will burn to signal that the code is valid.
- For 4010 and 2010 locks check that the latchbolt moves freely when pressed in. Check that the latchbolt retracts when the spindle is inserted through the follower and turned. Press and hold in the plunger beside the main bolt and confirm that the main bolt cannot now be pushed in; i.e. it is deadlocked. This feature prevents the latchbolt being easily manipulated to open a locked door. For latchbolt only versions check that the latchbolt moves freely when pressed.

SPECIAL FIXING NOTE

REMOTE RELEASE OPTION

The lock has 2 sets of terminals for remote release, labelled REM 1 and REM 2 on the printed circuit board in the front housing. Cables are provided with the lock for these connections.

REM 1 is intended for use where there is a need to allow a visitor to open the door after having been identified by intercom or by sight from within. REM 1 would be connected to a pushbutton on a reception desk, or to the appropriate button on an intercom. Pushing the button would cause the Blue LED to light and would release the lock for the normal set time.

REM 2 is intended for use where there is a need for the door to be released by an alarm system, such as a fire alarm. This enables emergency personnel to rapidly check that no one is trapped/overlooked in classrooms, wards, guest rooms, etc. during an emergency evacuation, or during a fire drill. When activated by an alarm REM 2 will maintain the unlocked condition for 30 minutes. During this time the red LED will flash once every second and sound an audible alarm to indicate the unlocked condition. The lock will automatically revert to normal after 30 minutes. If required Program 11 can be used to revert the lock to normal before the 30 minute period has finished.

INSTALLATION 4010 & 2010 LOCKS

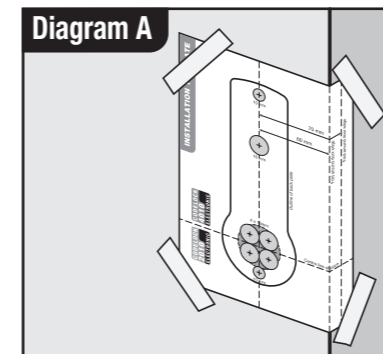
All door locks should be installed with a degree of precision to ensure that all components are vertically and horizontally accurate in relation to each other, and in relation to the door.

STEP 1

Lightly mark a height line on the edge and both faces of the door and on the door jamb, to indicate the top of the lock when fitted.

Crease the template along one of the dotted line at 60mm and tape it to the door with the top in line with the height line. Mark the 5 x 16mm holes and 2 x 10mm holes.

Mark the centre of the door edge on the Centre Line of Latch. Remove the template and apply it to the other side of the door, aligning it accurately with the height line and the first centre line of latch mark. Mark the holes again. (See diagram A).



STEP 2

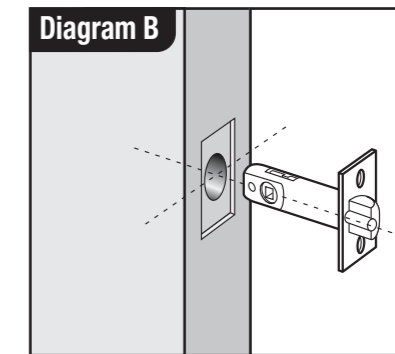
Keeping the drill level and square, drill a 25mm hole on the centre of the door edge to accept the latch.

STEP 3

Keeping the drill level and square, drill the 5 x 16mm holes and 2 x 10mm holes. Drill from both sides of the door to increase accuracy and to avoid splintering of the door face.

STEP 4

Put the latch into the hole and, holding it square to the door edge, draw around the faceplate. Remove the latch and score the outline with a Stanley knife to avoid splitting when chiselling. Chisel a rebate allowing the latch to fit flush to the surface. (See diagram B).



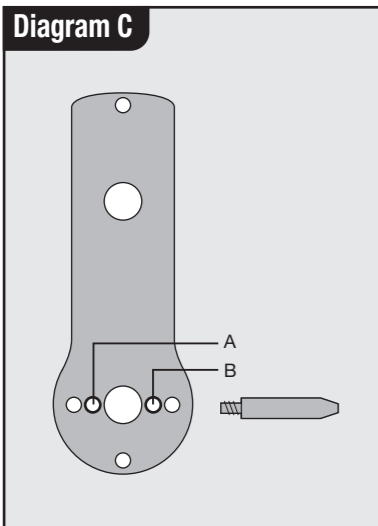
STEP 5

Fix the latch with the wood screws, with the bevel towards the doorframe.

STEP 6

Fit the latch support post to the front plate, in the inner hole A for a right hand hung door, and the inner hole B for a left hand hung door. (See diagram C).

Diagram C



STEP 7

Fit self-adhesive gaskets to the front and back plates. The gaskets provide friction against the door so that it is not necessary to over tighten the fixing bolts to stabilise the lock plates.

STEP 8

Cut one of the fixing bolts to the required length; i.e. door thickness plus approximately 20mm. If correct cut another to the same length.

STEP 9

Insert the spindle into the latch with the spring facing the front plate. Position the front plate over the spindle and against the door, passing the cables through the door, and locating the support post into the latch.

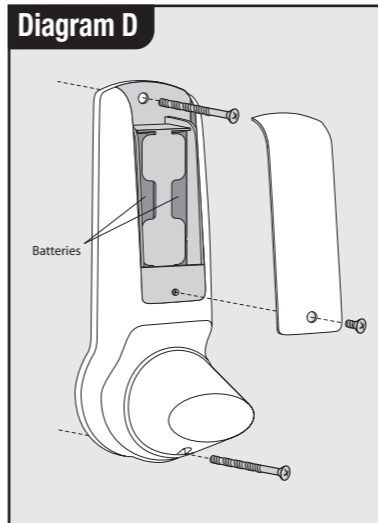
STEP 10

Position the backplate over the spindle and connect the two mating cables. Pass the fixing bolts through the door into the front plate and secure the lock to the door.

STEP 11

Fit the handles and secure them with the set screws. Turn the key clockwise in the cylinder, and back, and remove it. The outside handle will now retract the latch without using a code. Check that the handles and the latch all work freely. If they do not work freely then loosen the fixing bolts slightly and adjust the position of the front and back plates until the handles and the latch work satisfactorily. Tighten the fixing bolts, and check the function again. **DO NOT OVERTIGHTEN** as this may cause distortion of the lock and the door structure and lead to poor performance.

Diagram D



STEP 12 BEFORE CLOSING THE DOOR

Turn the key anti-clockwise in the cylinder and remove it. The handle will **NOT** now retract the latch without first entering a valid code. Enter the factory Master Code, #1234, using the badge bar as #. The Blue LED will light and turning the handle will retract the latch.

Replace the battery cover.

STEP 13 Fitting the strike plate

Position the strike plate on the doorframe so that it lines up with the flat of the latchbolt, and NOT the plunger.

Mark the positions of the fixing screws and draw around the aperture of the strike plate.

Chisel out the aperture to 15mm deep to receive the latchbolt. Fix the strike plate to the surface of the frame using only the top fixing screw.

Gently close the door and check that the latchbolt enters the aperture easily, and is held without too much 'play'.

When satisfied, draw around the outline of the strike plate, remove it and cut a rebate to enable the faceplate to lie flush with the surface.

Re-fix the strike plate using both screws.

NB. The plunger beside the latchbolt deadlocks it to protect against manipulation or 'shimming'. The strike plate must be accurately installed so that the plunger **CANNOT** enter the aperture when the door is closed, even when it is slammed shut.

INSTALLATION 4020 & 2020 LOCKS

Model 4020/2020 is a complete locking unit with all the parts necessary for a new installation, or the total replacement of an existing lock.

IMPORTANT The mortice lock provided has features which are not found in most other locks and so it is recommended that you familiarise yourself with them as follows:

A. When necessary the hand of the latchbolt can be changed by removing the three screws holding the faceplate to the lock case and reversing the latchbolt.

B. Put the key in the cylinder and insert it centrally into the lock case. Fix it in position with the long bolt through the faceplate. It should now be possible to project and retract the deadbolt with the key, and also to retract the latchbolt.

C. The latchbolt follower is in 2 parts. There are 2 set screws in each part. Determine which side of the lock will be the outside and remove the set screws from that side. **NEVER** remove the set screws from BOTH sides.

The outside follower **CANNOT** now retract the dead bolt when it is thrown.

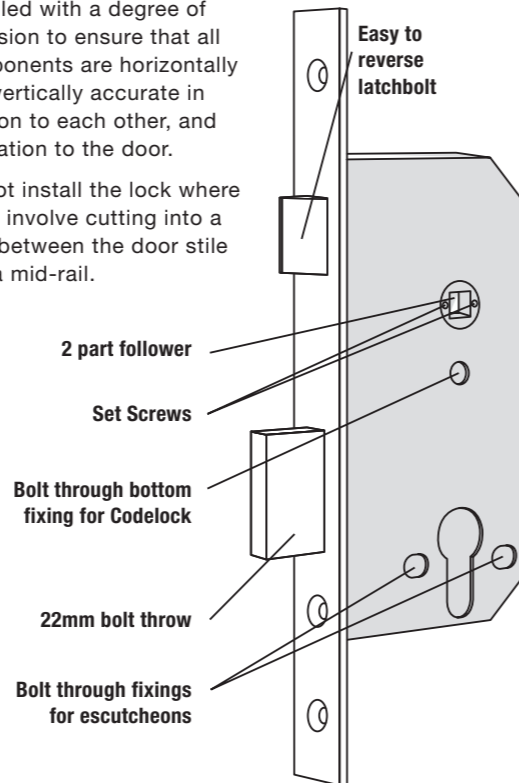
The inside follower **WILL** retract the deadbolt when it is thrown.

This safety feature is to ensure that it is not possible to accidentally lock someone in a room by throwing the deadbolt from outside.

The purpose of the deadbolt is to deny access to code users when required.

All door locks should be installed with a degree of precision to ensure that all components are horizontally and vertically accurate in relation to each other, and in relation to the door.

Do not install the lock where it will involve cutting into a joint between the door stile and a mid-rail.



STEP 1

Lightly mark a height line on the edge and both faces of the door, and the door jamb, to indicate the top of the lock when fitted. Mark a line down the centre of the door edge, extending above the height line and 300mm below it.

STEP 2

Hold the template against the edge of the door with the top in line with the height line, and with the arrows in line with the 'Centre of Door Edge' line. Mark the positions of the fixing screws, and the holes to be drilled for the mortice.

STEP 3

Apply tape to the 16mm drill bit at 90mm from the tip to act as a depth guide when drilling the mortice holes. Ensure the drill is level and parallel to the door face and drill the holes as indicated on the template. Remove the remaining wood with a chisel to leave a clean mortice hole which accepts the lock case without forcing. With the lock in the mortice make sure that the forend is parallel with the door edge and mark the outline of the forend plate. Cut the outline with a Stanley knife to avoid splitting out when chiselling. Chisel a rebate sufficient to accept the forend flush with the surface.

STEP 4

Fold the template accurately along the dotted line and tape it to the door face with the top in line with the height line, and the fold on the door edge. Mark the centres of all the holes to be drilled. Remove the template and repeat the procedure on the other face of the door.

STEP 5

Drill the holes from both sides of the door to improve accuracy and to avoid splintering out the door face.

STEP 6

Check that the two set screws have been removed from the follower on the outside of the door. **DO NOT remove the set screws from both sides of the door.** Install the lock case in the door.

STEP 7

Fit self-adhesive gaskets to the front and back plates. The gaskets provide friction against the door so that it is not necessary to over tighten the fixing bolts to stabilise the lock plates.

STEP 8

Cut one of the fixing bolts to the required length; i.e. door thickness plus approximately 20mm. If correct cut another to the same length.

STEP 9

Insert the short spindle into the outside follower of the lock, and the long spindle into the inside follower, with the springs facing out. Position the front plate over the spindle and against the door, passing the cable through the door.

STEP 10

Position the back plate over the inside spindle, and connect the mating cables. Pass the fixing bolts through the door into the front plate and secure the lock to the door.

STEP 11

Fit the handles and secure them with the set screws. Turn the key clockwise in the cylinder, and back, and remove it. The outside handle will now retract the latch without using a code. Check that the handles and the latch all work freely. If they do not work freely then loosen the fixing bolts slightly and adjust the position of the front and back plates until the handles and the latch work satisfactorily. Tighten the fixing bolts, and check the function again. **DO NOT OVERTIGHTEN** as this may cause distortion of the lock and the door structure and lead to poor performance.

STEP 12 BEFORE CLOSING THE DOOR

Enter the code and check that the latchbolt will retract when the lever handle is depressed. Now check the operation of the inside lever handle. If there is any binding of the handles or the latch then loosen the bolts and reposition the plates slightly until the correct position is found, and then re-tighten the bolts.

STEP 13

Fit the double Euro-profile cylinder and secure it with the long screw through the faceplate. Fit the cylinder escutcheons.

STEP 14

Check that the deadbolt will project and retract by key, and that the key will also retract the latchbolt. Check that the inside lever handle WILL retract the deadbolt simultaneously with the latchbolt. Check that the outside lever handle WILL NOT retract the deadbolt.

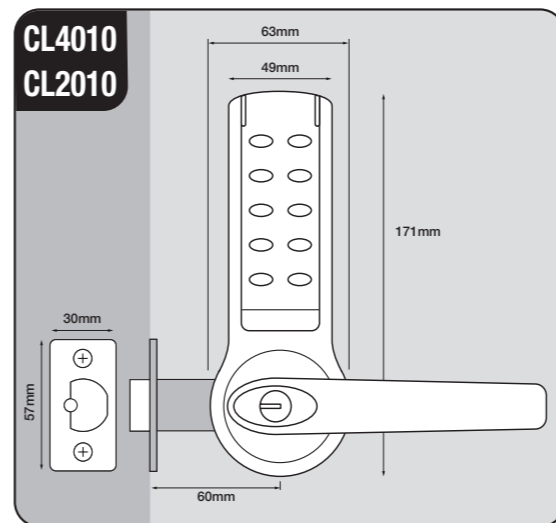
STEP 15

Mark a vertical line on the door jamb half the door thickness away from the door stop. This gives the centre line of the strike plate. Align the Strike Plate Template with the height line, with the arrow heads aligned with the centre line. Mark the fixing holes, and draw around the apertures for the latchbolt and the deadbolt. Chisel out the latch aperture to 12mm deep, and the deadbolt aperture to 22mm deep.

Fix the strike plate with the top screw only and gently close the door. Ensure that the latchbolt enters its aperture easily and holds the door without too much 'play'. When satisfied, draw around the final position of the strike plate, remove it, and cut a rebate to allow it to fit flush to the surface. Re-fix the strike with both screws.

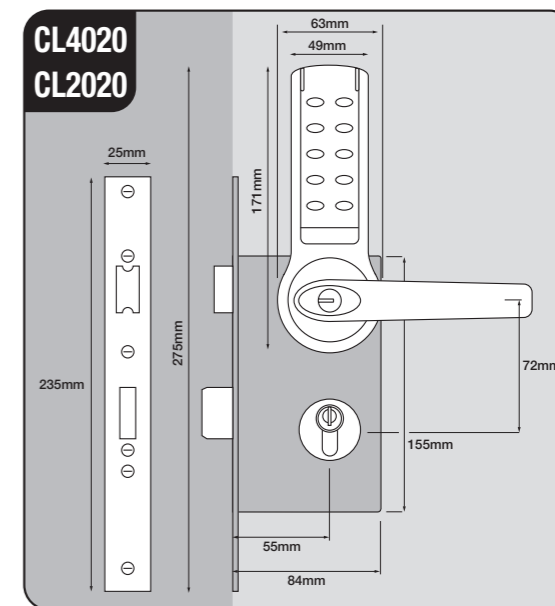
DIMENSIONS

CL4010 & CL4020 models are illustrated below. These sizes also apply to the CL2010 & CL2020 models.



CL4010 & CL2010 Mortice Latch

Outside lever turns freely without operating the latchbolt. When valid code is entered and blue light burns, the lever will retract the latchbolt. When the door closes the spring latch will automatically lock the door. The key will open the door for management functions. The key may be used to set the lock into Code Free mode so that anyone can open the door without using a code. Code Free mode can also be programmed at the keypad using the Master Code.



CL4020 & CL2020 Full Mortice Lock with Safety Feature

Outside lever and key functions as CL4010. Lock case key retracts latchbolt for entry without using a code. Key controls the deadbolt position. When deadbolt is projected it denies access by code. When deadbolt is retracted the safety feature allows the inside lever handle to retract the deadbolt and the latchbolt, preventing people being accidentally locked in.



CODELOCKS

control + convenience

CODELOCKS LLC
CALIFORNIA, USA

Tel +1 714 979 2900
Fax +1 714 979 2902
sales@codelocks.us

CODELOCKS LTD
NEWBURY RG19 8AT
UNITED KINGDOM

Tel +44 (0)1635 268029
Fax +44 (0)1635 268031
sales@codelocks.co.uk

CODELOCKS CHINA LTD
JINSHA, GUANGDONG

Tel +86 757 8660 1981-3
Fax +86 757 8660 1980
sales@codelocks.cn

www.codelocks.com

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