**Locking Infrastructure Standard Specifications**

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# 2 Introduction

This document is to be used to assist in the design and specification wherever there is a requirement to install locking infrastructure, whether that be a mechanical lock or a Simons Voss access control system. There may be instances where there are questions regarding this specification it is recommended that contact is made with the Facilities Directorate L&A Central Team to discuss these early in the planning stages of a project/installation.

This document should be used in close conjunction with the following documentation (available at [https://leeds365.sharepoint.com/sites/TEAM-LockingAccessProject-E-LockingCommunity)](https://leeds365.sharepoint.com/sites/TEAM-LockingAccessProject-E-LockingCommunity)

* Standard Operating Procedure - Replacement/Installation of Locks on a Building/Area
* Locking & Access Infrastructure Policy (Installation, Maintenance, Support & Development)
* Locking & Access Improvement Suggestion Form
* ASSA Mechanical Locking Standard Specification

The document is structured in a manner that supports the process below.

**3 Building Standard Specification**

The building standard specification is determined by the budget and scope of the project:

Premium - Normally a significant high budget capital new build project

Enhanced – Normally a lower budget capital new build project or significant higher budget refurbishment

Standard – Normally a lower budget refurbishment

**4 Permitted Lock Options per Room Type**

The table below shows the permitted lock options per room type. A summary of each lock option is available in Section 5.

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| --- | --- | --- | --- | --- | --- |
| Room Type | Example | Standard | Enhanced | | Premium |
|  |  | Lock Option | | | |
| Cleaners Store |  | B | | B | C |
| Commercial outlet - UoL Operated | Shop, Refectory, Café | A | | B | C |
| Commercial outlet – Externally operated | Shop, Refectory, Café | B | | B | C |
| Comms Room |  | B | | B | C |
| Computer Cluster – centrally managed |  | B | | B | C |
| Computer Cluster – Faculty managed |  | B | | B | C |
| Cycle Storage – External |  | B | | B | C |
| Cycle Storage – Internal |  | B | | B | C |
| Examination/treatment rooms | Medical | A | | B | C |
| Fire Doors – Final Exit |  | E | | E | E |
| Galleries and Exhibition Rooms |  | F | | F | F |
| Laboratory – Ancillary | Preparation Room | B | | B | C |
| Laboratory – Research |  | B | | B | C |
| Laboratory Store – low risk |  | B | | B | C |
| Laboratory Store – high risk |  | B | | B | C |
| Laboratory – Teaching |  | B | | B | C |
| Lavatory – Disabled |  | Depending on environment | | | |
| Lavatory / Shower Cubicles |  | A | | B | C |
| Library |  | Depending on environment | | | |
| Meeting Room |  | A | | B | C |
| Movement Area | Corridor, foyer, stairs | C | | C | C |
| Office – Single Occupancy |  | B | | B | C |
| Office – Multi-occupancy | PG study room | C | | C | C |
| Performance Area | Theatres, concert halls | Depending on environment | | | |
| Perimeter Entrance – External | External entrance door to a building | F | | F | F |
| Perimeter Entrance – Internal | Internal perimeter door to a lobby, corridor or laboratory. | C or F | | C or F | F |
| Plant Room, Switch Rooms and Sub-stations / Roof / Duct Access |  | B | | D | E |
| Post Room |  | B | | B | C |
| Print Room | Photocopying Room | A | | B | C |
| Religious Space | Chapels, Prayer Rooms | B | | B | C |
| Riser |  | B | | B | C |
| Shed / Greenhouse, Garage |  | A | | B (WP) | C (WP) |
| Social Study / Self Study Area / Common Room |  | B | | B | C |
| Store – Internal |  | B | | B | C |
| Store – External | Caged area | Depending on environment | | | |
| Teaching Room | Seminar room, lecture theatre | C | | D | E |
| Welfare Area | Kitchens, changing areas, wellbeing areas, locker room | B | | B | C |
| Animal store / Cat 3 lab / Very secure areas | Areas requiring a double knock system | G | | G | G |

# 5 Permitted Lock Options

The table below shows a summary of the specification of each lock type. Specific detail regarding the standard specification of each of these lock types is available in Section 6.

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| Summary Components |  |  | Permitted Lock Options | | |  |  |
| A | B | C | D | E | F | G |
| Suited Mechanical ASSA Lock | ✓ | x | x | x | x | ✓ | x |
| Hybrid – Fob & card compatible | x | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| WaveNet Enabled  (networked allowing remote programming) | x | x | ✓ | x | ✓ | ✓ | ✓ |
| Simons Voss Lock (cylinders and handles) | x | ✓ | ✓ | x | X | x | x |
| Simons Voss Lock (smart relay controlling an electronic strike plate or maglock) | x | x | x | ✓ | ✓ | ✓ | ✓ |
| SimonsVoss Pincode Terminal | x | x | x | x | x | x | ✓ |

# 6 Lock Standard Specifications

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| **A – Suited Mechanical Lock** |
| Due to the number of different options available for mechanical locking, refer to the [ASSA Mechanical Locking Standard Specification f](https://leeds365.sharepoint.com/sites/TEAM-LockingAccessProject-E-LockingCommunity)or more details. |

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| **B – Hybrid, Non-WaveNet Enabled, SimonsVoss Lock (Cylinder/Handle)** | |
| A Simons Voss Smart Handle has a “live” internal handle, allowing egress by means of a purely mechanical operation. This makes it suitable for use on an escape route.    There are several versions of the Smart Handle available to work with many different types of lockcases. This provides a cost effective solution when installing a Smart Handle in conjunction with a suitable existing lockcase.    Options:  B1 - This Smart Handle application is especially suitable for use on internal **wooden** doors.  B2 - This Smart Handle application is especially suitable for use on internal **glass** doors.  B3 - This Cylinder application is especially suitable for use on a riser door | |
| B1 – To be used on a wooden door with a thickness of between 33-50mm; | |
| Lockcase | EUROSPEC Easi-T Mortice Anti Thrust Nightlatch. **DLS7260NLASSS.** |
| Simons  Voss Smart  Handle | The product versions suitable for use with the above lockcase are;  **SHAS08A721CC12.G2.ZK Hybrid**, Narrow (41mm), RTD Handle, SSA finish.  **SHAS08B721CC12.G2.ZK Hybrid**, Narrow (53mm), RTD Handle, SSA finish. |
| B2 - The following application is suitable for internal glass doors. | |
| Lockcase | **DORMA Junior or Junior Classic.** A special version of this lockcase is available from Simons Voss with an external housing suitable for the installation of a Smart Handle. |
| Simons  Voss Smart  Handle | **SHAS08A721CC12.G2.ZK Hybrid**, Narrow (41mm), RTD Handle, SSA finish. |
| B3 - The following application is suitable for riser doors. | |
| Lockcase | A suitable Europrofile mortice or rim type deadlock, dependant on application. |
| Simons  Voss  Europrofile  (Half  Cylinders) | Consideration should be made to ordering a cylinder with a body length suitable for each application. Cylinders are available in body length increments of 5mm.  Typically the component used is;  **Z4.40-10.HZ.ZK.G2,** 40mm long cylinder body.  **Z4.30-10.HZ.ZK.G2,** 30mm long cylinder body. |
| Additionally for B1, B2, B3 | |
| Door Closer | Any mechanical or electrical door closer installed as part of the ACS system should conform to the current, relevant BS EN standard. |
| Waterproof Option | A waterproof **(WP)** version of the Smart Handle or cylinder is available for applications where weather resistance is a consideration |

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| **C – Hybrid, WaveNet Enabled, SimonsVoss Lock (Cylinder/Handle)** | |
| A Simons Voss Smart Handle has a “live” internal handle, allowing egress by means of a purely mechanical operation. This makes it suitable for use on an escape route.    There are several versions of the Smart Handle available to work with many different types of lockcases. This provides a cost effective solution when installing a Smart Handle in conjunction with a suitable existing lockcase.    Options:  C1 - This Smart Handle application is especially suitable for use on internal **wooden** doors.  C2 - This Smart Handle application is especially suitable for use on internal **glass** doors.  C3 - This Cylinder application is especially suitable for use on a riser door | |
| C1 – To be used on a wooden door with a thickness of between 33-50mm; | |
| Lockcase | EUROSPEC Easi-T Mortice Anti Thrust Nightlatch. **DLS7260NLASSS.** |
| Simons  Voss Smart  Handle | The product versions suitable for use with the above lockcase are;  **SHAS08A721CC12.G2.ZK Hybrid**, Narrow (41mm), RTD Handle, SSA finish. **SHAS08B721CC12.G2.ZK Hybrid**, Narrow (53mm), RTD Handle, SSA finish. |
| Network Connection  (WaveNet) | Where the doorset is to be connected to the WaveNet system then a Lock Node Part No **WNM.LN.I.SH** is required. |
| C2 - The following application is suitable for internal glass doors. | |
| Lockcase | **DORMA Junior or Junior Classic.** A special version of this lockcase is available from Simons Voss with an external housing suitable for the installation of a Smart Handle. |
| Simons  Voss Smart  Handle | **SHAS08A721CC12.G2.ZK Hybrid**, Narrow (41mm), RTD Handle, SSA finish. |
| Network  Connection  (WaveNet) | Where the doorset is to be connected to the WaveNet system then a Lock Node Part No **WNM.LN.I.SH** is required. |
| C3 - The following application is suitable for riser doors. | |
| Lockcase | A suitable Europrofile mortice or rim type deadlock, dependant on application. |
| Simons  Voss  Europrofile  (Half  Cylinders) | Consideration should be made to ordering a cylinder with a body length suitable for each application. Cylinders are available in body length increments of 5mm.  Typically the component used is;  **Z4.40-10.HZ.ZK.G2,** 40mm long cylinder body.  **Z4.30-10.HZ.ZK.G2,** 30mm long cylinder body. |
| Network  Connection  (WaveNet) | Where the doorset is to be connected to the WaveNet system then a Lock Node Part No **WNM.LN.I** is required. |
| Additionally for C1, C2, C3 | |
| Door Closer | Any mechanical or electrical door closer installed as part of the ACS system should conform to the current, relevant BS EN standard. |

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| Compatibility with Non- standard lockcases | If any other lockcase other than a DIN standard mortice nightlatch is being used, in either a new or existing application, then careful consideration should be made to the ensure the correct Smart Handle is specified and full consultation with the Facilities Directorate L&A Central Team must occur. |
| Waterproof Option | A waterproof **(WP)** version of the Smart Handle or cylinder is available for applications where weather resistance is a consideration |

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| **D – Hybrid, Non-WaveNet Enabled, SimonsVoss Lock (Smart Relay**) | |
| This application would be recommended for a high traffic doorset due to the absence of any vulnerable locking components and the reliable locking interface of a maglock.  DDA assigned doorset, when used with an automatic door control device. | |
| Mains  Supply  Connection | Illuminated, non-switched fused spur mains power connection with a 3A fuse installed immediately adjacent to the Power Supply Unit (PSU). |
| Power  Supply Unit  (PSU) | Should be installed on the secure side of the doorset, and where practically possible, within a ceiling void or riser. The PSU should be installed as close to the doorset as possible. If the PSU is to be positioned more than 50 metres from a standard Simons Voss/maglock installation, then cable length voltage drop will need to be considered.  The PSU should be affixed to the mounting surface using the instructions specified by the manufacturer. One PSU to be used per doorset.  For a standard Simons Voss/maglock system installed a 7aH back-up battery should be fitted within the PSU enclosure.  The PSU should have a visible indication of its status. |
| Fire Alarm Interface | Where specified, the Fire Alarm Interface should break the voltage supply directly to the maglocks, not to any other component in the access control system. |
| Simons Voss Smart Relay | Part No **SREL2.ZH.MH.G2.W.**  This is a hybrid Smart Relay capable of operating with transponders and Mifare cards.  Smart Relays should be installed at a height of 1100mm from centre to the finished floor level.  Where Smart Relays are to be installed externally or in a high use/vulnerable area then they should be housed in a Vandal Resistant Cover Part No **SREL2 COVER1.**  Where Smart Relays are to be installed in an environment subject to weather a **.WP** waterproof variant should be specified.  Where the doorset is to be connected to the WaveNet system then a Lock Node Part No **WNM.LN.I.SREL2.G2** is required. |
| Break The  Glass Unit  (BTG) | A local green triple pole resettable BTG unit c/w LED and audible sounder should be installed as on the secure side of the system. Part No **CP3-LSRC**. Unit to be installed at a height of 1100mm from centre to the finished floor level. |

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| Push to Exit Switch (PEX) | An Amseco AMS-EBIR3 Proximity Exit Button should be installed at a height of 1100mm from centre to finished floor level. |
| Maglock | For heavy duty or high security applications a single or double maglock each with a holding force of 545kg should be specified.  For low security or people flow applications a single or double maglock each with a holding force of 275kg should be specified. |
| Mechanical  Key Override  Switch  (Optional) | Where a mechanical key override is required it may be a standalone unit or mounted into the PEX or BTG. If a standalone unit is specified it should be installed at a height of 1100mm from centre to finished floor level. |
| Mechanical  Key Override  Lockcase  (Optional) | A mechanical lockcase should be installed as a secondary means of securing the doorset in the event of a prolonged power outage. Appropriate tower or flush bolts should be installed on the “fixed leaf” of a double doorset. |
| Door Closer | Any mechanical or electrical door closer installed as part of the ACS system should conform to the current, relevant BS EN standard. |
| Notes on  installation | Wall mounted control units, PEX, BTG and Key override, should be fitted in line horizontally. Where multiple control units are installed the PEX unit should be the first device a user would encounter when approaching the doors via the usual exit route. |

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| **E – Hybrid, WaveNet Enabled, SimonsVoss Lock (Smart Relay**) | |
| This application would be recommended for a high traffic doorset due to the absence of any vulnerable locking components and the reliable locking interface of a maglock.  DDA assigned doorset, when used with an automatic door control device. | |
| Mains  Supply  Connection | Illuminated, non-switched fused spur mains power connection with a 3A fuse installed immediately adjacent to the Power Supply Unit (PSU). |
| Power  Supply Unit  (PSU) | Should be installed on the secure side of the doorset, and where practically possible, within a ceiling void or riser. The PSU should be installed as close to the doorset as possible. If the PSU is to be positioned more than 50 metres from a standard Simons Voss/maglock installation, then cable length voltage drop will need to be considered.  The PSU should be affixed to the mounting surface using the instructions specified by the manufacturer. One PSU to be used per doorset.  For a standard Simons Voss/maglock system installed a 7aH back-up battery should be fitted within the PSU enclosure.  The PSU should have a visible indication of its status. |
| Fire Alarm Interface | Where specified, the Fire Alarm Interface should break the voltage supply directly to the maglocks, not to any other component in the access control system. |
| Simons Voss Smart Relay | Part No **SREL2.ZH.MH.G2.W.**  This is a hybrid Smart Relay capable of operating with transponders and Mifare cards. |

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|  | Smart Relays should be installed at a height of 1100mm from centre to the finished floor level.  Where Smart Relays are to be installed externally or in a high use/vulnerable area then they should be housed in a Vandal Resistant Cover Part No **SREL2 COVER1.**  Where Smart Relays are to be installed in an environment subject to weather a **.WP** waterproof variant should be specified.  Where the doorset is to be connected to the WaveNet system then a Lock Node Part No **WNM.LN.I.SREL2.G2** is required. |
| Break The  Glass Unit  (BTG) | A local green triple pole resettable BTG unit c/w LED and audible sounder should be installed as on the secure side of the system. Part No **CP3-LSRC**. Unit to be installed at a height of 1100mm from centre to the finished floor level. |
| Push to Exit Switch (PEX) | An Amseco AMS-EBIR3 Proximity Exit Button should be installed at a height of 1100mm from centre to finished floor level. |
| Maglock | For heavy duty or high security applications a single or double maglock each with a holding force of 545kg should be specified.  For low security or people flow applications a single or double maglock each with a holding force of 275kg should be specified. |
| Mechanical  Key Override  Switch  (Optional) | Where a mechanical key override is required it may be a standalone unit or mounted into the PEX or BTG. If a standalone unit is specified it should be installed at a height of 1100mm from centre to finished floor level. |
| Mechanical  Key Override  Lockcase  (Optional) | A mechanical lockcase should be installed as a secondary means of securing the doorset in the event of a prolonged power outage. Appropriate tower or flush bolts should be installed on the “fixed leaf” of a double doorset. |
| Door Closer | Any mechanical or electrical door closer installed as part of the ACS system should conform to the current, relevant BS EN standard. |
| Notes on  installation | Wall mounted control units, PEX, BTG and Key override, should be fitted in line horizontally. Where multiple control units are installed the PEX unit should be the first device a user would encounter when approaching the doors via the usual exit route. |
| WaveNet  Router | Router **WNM.RN2.ER.10** installation location will depend on the local requirement and environment. Consideration will need to be made as to whether Power over Ethernet (PoE) is available to provide voltage supply to the router. In applications where PoE is not available, then an Illuminated, non-switched fused spur mains power connection with a 3A fuse should be installed immediately adjacent to the WaveNet router. Router will require connection to an IP datapoint (provide by IT). |

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| **F – Hybrid, WaveNet Enabled, SimonsVoss Lock (Smart Relay), & Secondary Suited Mechanical Lock** | |
| This application would be recommended for a high traffic doorset due to the absence of any vulnerable locking components and the reliable locking interface of a maglock.  This application would typically be specified on the main external or internal entrance to a building or department.  The SREL3 Gateway technology allows cards or fobs to be updated at the lock.  The lock connection to the CommNode server is a wired connection offering greater data speed and reliability. | |
| Mains Supply  Connection | Illuminated, non-switched fused spur mains power connection with a 3A fuse installed immediately adjacent to the Power Supply Unit (PSU). |
| Power  Supply Unit  (PSU) | Should be installed on the secure side of the doorset, and where practically possible, within a ceiling void or riser. The PSU should be installed as close to the doorset as possible. If the PSU is to be positioned more than 50 metres from a standard Simons Voss/maglock installation, then cable length voltage drop will need to be considered.  The PSU should be affixed to the mounting surface using the instructions specified by the manufacturer. One PSU to be used per doorset.  For a standard Simons Voss/maglock system installed a 7aH back-up battery should be fitted within the PSU enclosure.  The PSU should have a visible indication of its status. |
| Fire Alarm Interface | Where specified, the Fire Alarm Interface should break the voltage supply directly to the maglocks, not to any other component in the access control system. |
| Simons  Voss Smart  Relay | Part No **SREL3.CTR.ADV.ZK.G2 (Controller) & SREL3.EXT.G2.W (Card Reader)**  This is a hybrid Smart Relay capable of operating with transponders and Mifare cards.  Smart Relays should be installed at a height of 1100mm from centre to the finished floor level.  Where Card Readers are to be installed externally or in a high use/vulnerable area then they should be housed in a Vandal Resistant Cover Part No **SREL2 COVER1.**  Where Card Readers are to be installed in an environment subject to weather a **.WP** waterproof variant should be specified.  The Controller should installed internally in an easily accessible position adjacent to the door so in the event of a IP data outage the device can be programmed manually. |
| Break The  Glass Unit  (BTG) | A local green triple pole resettable BTG unit c/w LED and audible sounder should be installed as on the secure side of the system. Part No **CP3-LSRC**. Unit to be installed at a height of 1100mm from centre to the finished floor level. |
| Push to Exit  Switch  (PEX) | An Amseco AMS-EBIR3 Proximity Exit Button should be installed at a height of 1100mm from centre to finished floor level. |
| Maglock | For heavy duty or high security applications a single or double maglock each with a holding force of 545kg should be specified. |

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|  | For low security or people flow applications a single or double maglock each with a holding force of 275kg should be specified. |
| Mechanical  Key  Override  Switch    Or    Mechanical  Key  Override  Lockcase | Where a mechanical key override is required it may be a standalone unit or mounted into the PEX or BTG. If a standalone unit is specified it should be installed at a height of 1100mm from centre to finished floor level. |
| A mechanical lockcase should be installed as a secondary means of securing the doorset in the event of a prolonged power outage. Appropriate tower or flush bolts should be installed on the “fixed leaf” of a double doorset. |
| Door Closer | Any mechanical or electrical door closer installed as part of the ACS system should conform to the current, relevant BS EN standard. |
| Connection to the  CommNode  Server | Consideration will need to be made as to whether Power over Ethernet (PoE) is available to provide voltage supply to the controller. In applications where PoE is not available, then an Illuminated, non-switched fused spur mains power connection with a 3A fuse should be installed immediately adjacent to the controller. The controller will require connection to an IP datapoint (provide by IT). |
| Notes on  installation | Wall mounted control units, PEX, BTG and Key override, should be fitted in line horizontally. Where multiple control units are installed the PEX unit should be the first device a user would encounter when approaching the doors via the usual exit route. |

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| **G – Hybrid, WaveNet Enabled, SimonsVoss Lock (Smart Relay) & Secondary SimonsVoss Pincode Terminal** | |
| This application would be recommended for a high traffic doorset due to the absence of any vulnerable locking components and the reliable locking interface of a maglock.  DDA assigned doorset, when used with an automatic door control device. | |
| Mains  Supply  Connection | Illuminated, non-switched fused spur mains power connection with a 3A fuse installed immediately adjacent to the Power Supply Unit (PSU). |
| Power  Supply Unit  (PSU) | Should be installed on the secure side of the doorset, and where practically possible, within a ceiling void or riser. The PSU should be installed as close to the doorset as possible. If the PSU is to be positioned more than 50 metres from a standard Simons Voss/maglock installation, then cable length voltage drop will need to be considered.  The PSU should be affixed to the mounting surface using the instructions specified by the manufacturer. One PSU to be used per doorset.  For a standard Simons Voss/maglock system installed a 7aH back-up battery should be fitted within the PSU enclosure.  The PSU should have a visible indication of its status. |
| Fire Alarm Interface | Where specified, the Fire Alarm Interface should break the voltage supply directly to the maglocks, not to any other component in the access control system. |

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| Simons Voss Smart Relay | Part No **SREL2.ZH.MH.G2.W.**  This is a hybrid Smart Relay capable of operating with transponders and Mifare cards.  Smart Relays should be installed at a height of 1100mm from centre to the finished floor level.  Where Smart Relays are to be installed externally or in a high use/vulnerable area then they should be housed in a Vandal Resistant Cover Part No **SREL2 COVER1.**  Where Smart Relays are to be installed in an environment subject to weather a **.WP** waterproof variant should be specified.  Where the doorset is to be connected to the WaveNet system then a Lock Node Part No **WNM.LN.I.SREL2.G2** is required. |
| Break The  Glass Unit  (BTG) | A local green triple pole resettable BTG unit c/w LED and audible sounder should be installed as on the secure side of the system. Part No **CP3-LSRC**. Unit to be installed at a height of 1100mm from centre to the finished floor level. |
| Push to Exit Switch (PEX) | An Amseco AMS-EBIR3 Proximity Exit Button should be installed at a height of 1100mm from centre to finished floor level. |
| Maglock | For heavy duty or high security applications a single or double maglock each with a holding force of 545kg should be specified.  For low security or people flow applications a single or double maglock each with a holding force of 275kg should be specified. |
| Mechanical  Key Override  Switch  (Optional) | Where a mechanical key override is required it may be a standalone unit or mounted into the PEX or BTG. If a standalone unit is specified it should be installed at a height of 1100mm from centre to finished floor level. |
| Mechanical  Key Override  Lockcase  (Optional) | A mechanical lockcase should be installed as a secondary means of securing the doorset in the event of a prolonged power outage. Appropriate tower or flush bolts should be installed on the “fixed leaf” of a double doorset. |
| Door Closer | Any mechanical or electrical door closer installed as part of the ACS system should conform to the current, relevant BS EN standard. |
| Notes on  installation | Wall mounted control units, PEX, BTG and Key override, should be fitted in line horizontally. Where multiple control units are installed the PEX unit should be the first device a user would encounter when approaching the doors via the usual exit route. |
| WaveNet  Router | Router **WNM.RN2.ER.10** installation location will depend on the local requirement and environment. Consideration will need to be made as to whether Power over Ethernet (PoE) is available to provide voltage supply to the router. In applications where PoE is not available, then an Illuminated, non-switched fused spur mains power connection with a 3A fuse should be installed immediately adjacent to the WaveNet router. Router will require connection to an IP datapoint (provide by IT). |

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# 7 Review and Update Process

The Locking and Access Community are keen to continually develop documentation to ensure that it is fit for purpose and up to date. To suggest changes or improvements to the processes, policies or standards associated with Locking & Access, visit the Locking & Access SharePoint site, which is due to be launched in July 2024.