



**SECURITY
DEVICES**

**OMNILOCK®
ACCESS CONTROL SYSTEMS**

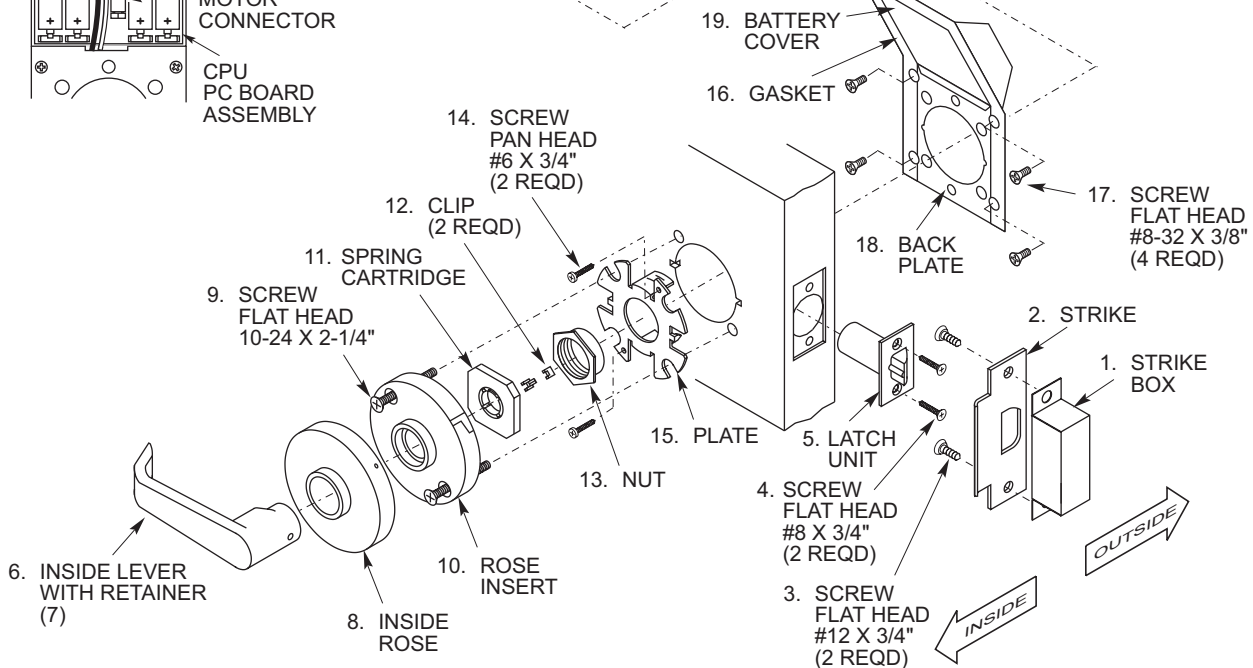
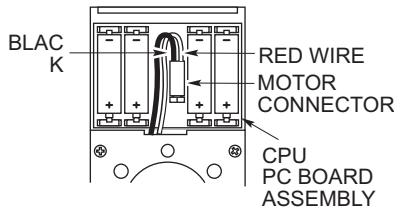
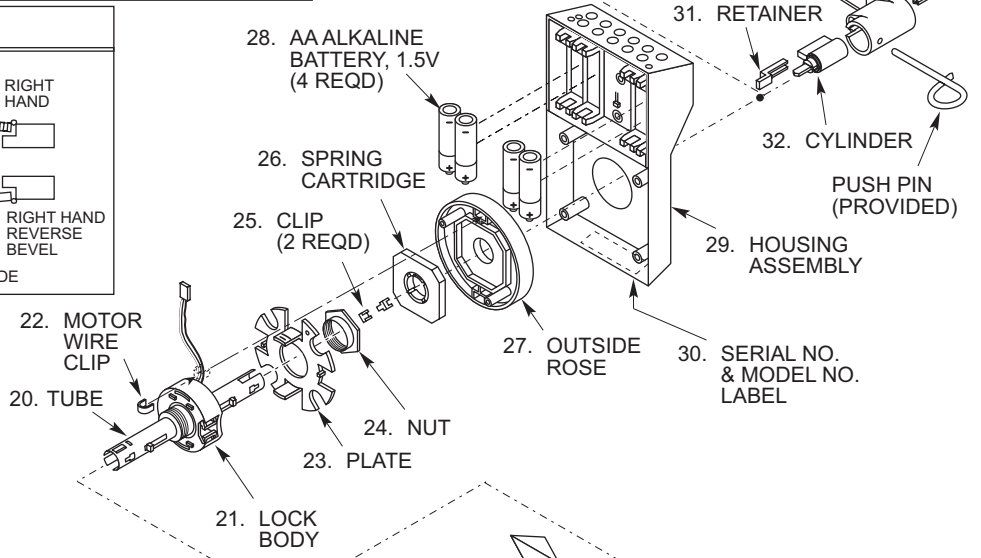
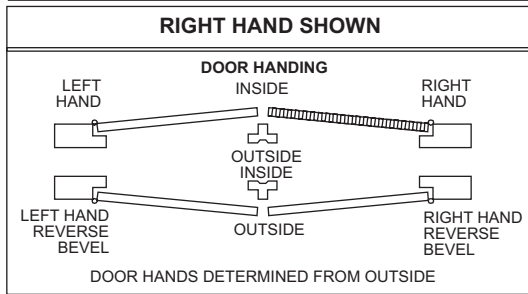
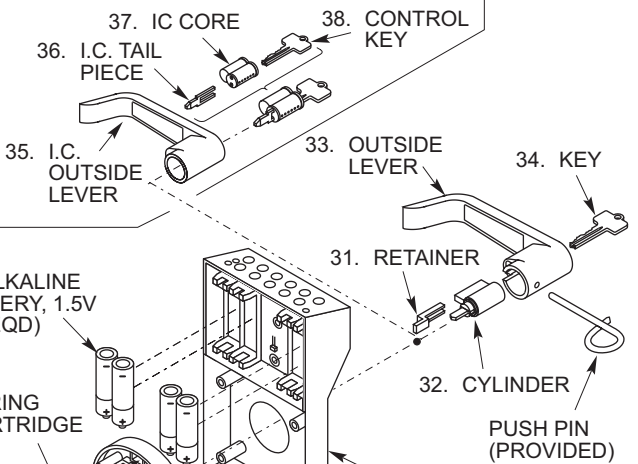
INSTALLATION INSTRUCTIONS FOR OM-50, OM-100, OM-300, AND OM-500 SERIES **NON-WEATHERIZED,** CYLINDRICAL LOCKSETS USING ARROW H SERIES LOCKS (LEVER)

WARNING: THIS PRODUCT IS NOT WARRANTED FOR OUTDOOR USE!

NOTE: A DOOR-CLOSER IS HIGHLY RECOMMENDED FOR USE WITH THE OMNILOCK.

THE OMNILOCK IS NORMALLY FACTORY-PACKED FOR RIGHT-HAND 1-3/4" THICK DOORS. TO CHANGE HAND OF LOCK, SEE INSTRUCTION SECTION 2. DO NOT USE ON 2" THICK DOORS.

INTERCHANGEABLE CORE (I.C.)



SECTION 1: CHECK OPERATION

a. Verify proper operation of the OMNILOCK by entering the default master code at the Keypad. For the OM-50, the Serial Number of the unit is the default Master Code. For other OMNILOCK's, 5011234 is the default Master Code. The OMNILOCK will flash three times to indicate the Battery level and unlock. The OMNILOCK will remain unlocked for approximately 5 seconds before flashing red and re-locking.

b. While unlocked, check for proper operation of the Lockset.

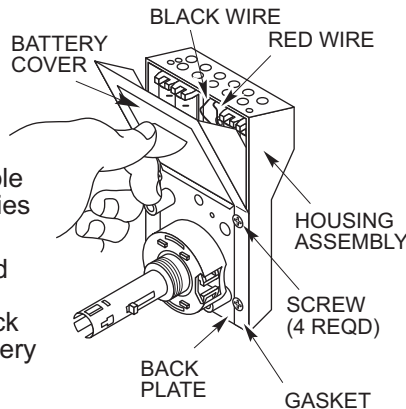
c. If the Lock malfunctions, check for proper orientation and seating of the Batteries and Motor Connector. Also, insure that the Motor Wires are not pinched. If there was a red flash on the first key press, press any key seven times; the Lock will flash red for some of the key presses and then go through a self test cycle, now re-enter the default Master Code.

SECTION 2: ADJUST THE LOCK HAND

2-1 This section is only required if the lock hand, as received, does not meet your requirements.

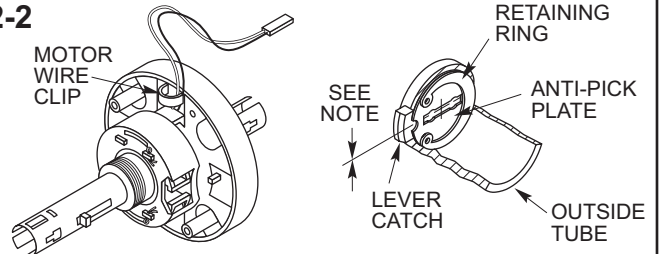
The OMNILOCK is normally preset for a right handed door. Verify the handing of the Lock and, if required, change the hand of the Lock as follows after checking per Section 1.

a. Carefully release the Gasket from the edge of the Housing Assembly using your fingers. Pull back the Battery Cover, disconnect the Motor Cable and remove the Batteries from the CPU Board.



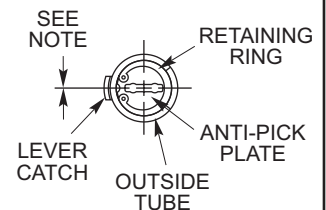
b. Remove four Flat Head Screws from the Back Plate. Remove the Back Plate, Gasket and Battery Cover as an assembly. Remove the Lockset.

2-2



a. Remove the Motor Wire Clip from the Outside Rose. Depress the Lever Catch and remove the Outside Rose.

OUTSIDE TUBE BREAK-AWAY VIEW (FOR I.C. LOCKSETS)

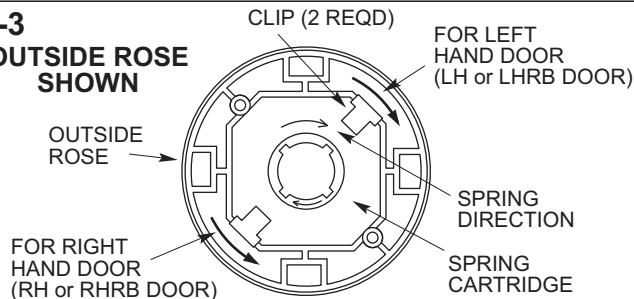


NOTE: For Interchangeable Core (I.C.) Locksets, the slot in the Anti-Pick Plate must be parallel to the travel of the Lever Catch in order to depress the Lever Catch.

OUTSIDE TUBE END VIEW (FOR I.C. LOCKSETS)

2-3

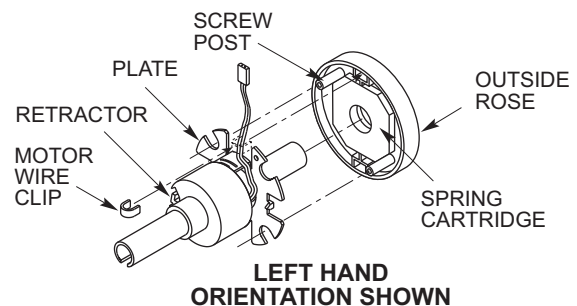
OUTSIDE ROSE SHOWN



a. Pry off the Clips from the Outside Rose and remove the Spring Cartridge. Turn the Spring Cartridge over and replace it into the Rose cavity. (This changes the Spring direction.) Check the arrows on the Spring Cartridge and Outside Rose to verify correct rotation. Press the Clips back onto the Outside Rose to secure the Spring Cartridge.

b. Repeat the process with the Inside Rose Insert and the Spring Cartridge.

2-4



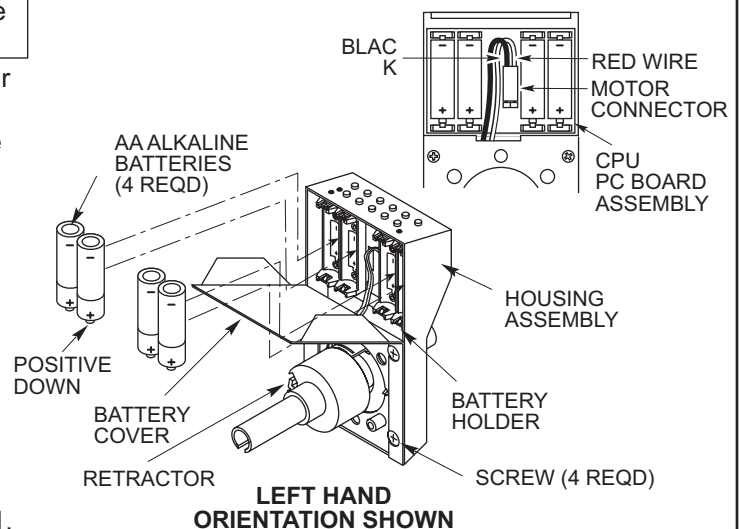
a. Install the Outside Rose with the Screw Post above the Retractor. Route the Motor Wires close to the center of the Lockset and to the upper center of the Outside Rose. Install the Motor Wire Clip to hold the wires in their new location.

2-5 a. Install the Lockset, Back Plate Assembly and four Screws into the Housing Assembly.

WARNING: Insure that the Wires are not pinched before and after tightening the Screws.

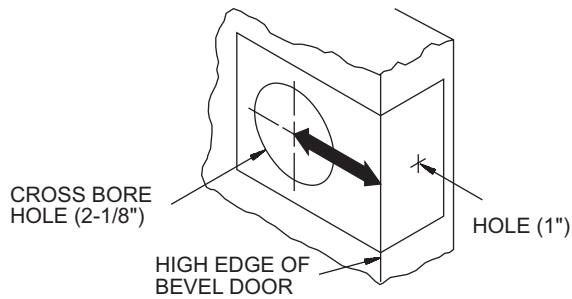
b. Install the Motor Cable with the Black Wire to the left (see label on CPU Board). Arrange the excess Wire between the Battery Holders. Replace the Batteries. As you replace the last Battery, watch the Keyboard for a red flash. Close the Battery Cover. The offset lips of the Battery Cover must be over the edge of the Back Plate and the sides of the Battery Cover must make contact with the inside of the Housing Assembly. If there was no red flash, repeat Section 1.

If there was a red flash, press any key seven times. The Lock will flash red for some of the key presses and then go through a self test cycle. Repeat Section 1.



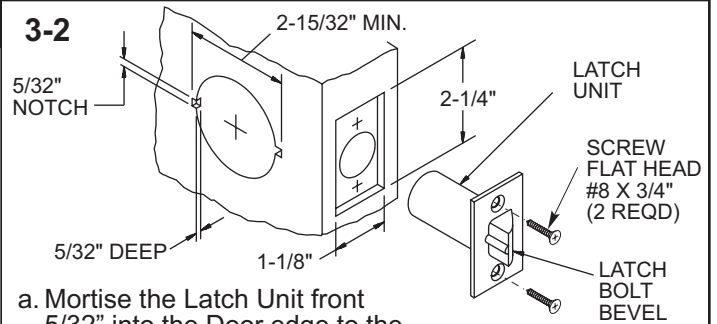
SECTION 3: PREPARE THE DOOR

3-1



- a. Place the Paper Template (supplied) on the Door and mark for holes. Drill the 2-1/8" cross-bore hole, and then the 1" hole. Put in notches on the 2-1/8" cross-bore hole (Notch both sides of the Door). Refer to Section 3-2.

3-2

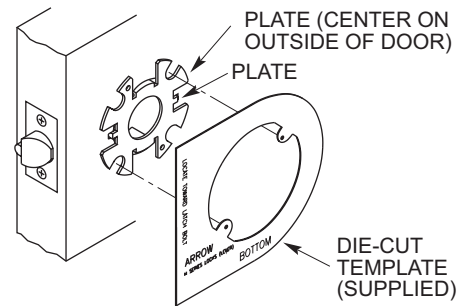


- a. Mortise the Latch Unit front 5/32" into the Door edge to the dimensions shown. Insert the Latch Unit into the 1" hole, making certain that the Latch Bolt Bevel faces the direction of the closing Door.

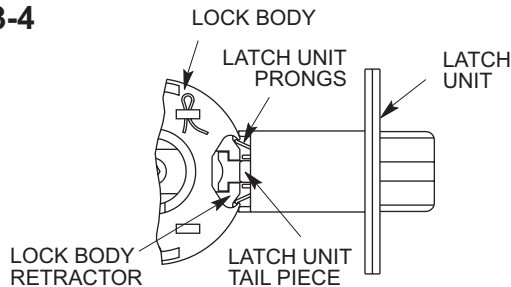
- b. Secure the Latch Unit with the Screws supplied.

3-3 PREPARE THE OUTSIDE BOLT HOLES (@ 45 degrees)

- a. Carefully center the Inside Plate on the outside of the Door in the 2-1/8" hole with the Plate Tabs in the slots in the Door. Place the Template (supplied) over the Plate so as to pick up the clearance slots in the Plate. Make certain that the words "BOTTOM" and "LOCATE TOWARD LATCH BOLT" are positioned properly.
- b. Mark for two holes. Remove the Template and Plate. Drill 1/8" pilot holes half way through the Door. Using the pilot holes, drill two 7/16" holes slightly more than half way through.



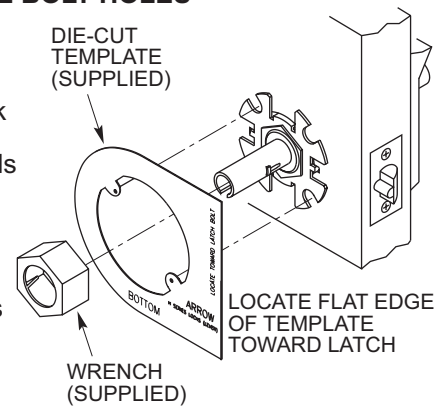
3-4



- a. Temporarily install the OMNILOCK on the outside of the door. The Lock Body must engage the Latch Unit Prongs as shown above. The Lock Body Retractor must engage the Latch Unit Tail piece.

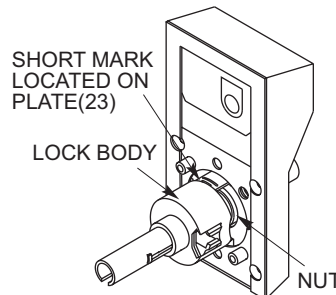
3-5 PREPARE THE INSIDE BOLT HOLES (@ 45 degrees)

- a. Install the Plate and Nut on the inside of the door. Use the Template and mark the holes on the inside. Make certain that the words "BOTTOM" and "LOCATE TOWARD LATCH BOLT" are positioned properly.
- Remove the OMNILOCK and drill two holes, as was done on the outside, to connect the holes.



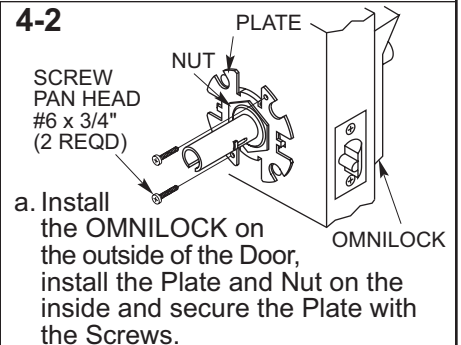
SECTION 4: INSTALL THE HOUSING/LOCK ASSEMBLY

- 4-1** a. The OMNILOCK is preset for a 1-3/4" Door. For 1-3/4" Door the "short mark" on the lockset Plate is aligned with the edge of the Lock Body.
- b. For a 1-3/4" door with a Push Plate (.050" maximum) turn the Nut counter clockwise until the short mark is the thickness of the Push Plate from the edge of the Lock Body. Adjust the Outside Nut with a pair of narrow jaw Pliers, a small Screwdriver, a Scribe, or your Fingers.



NOTE: Do not use on a 2" Door.

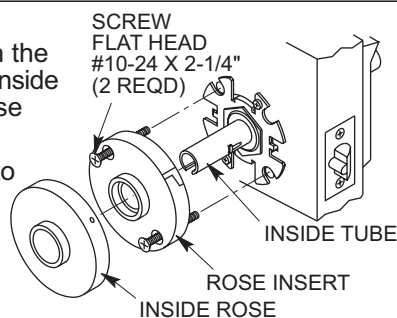
4-2



- a. Install the OMNILOCK on the outside of the Door, install the Plate and Nut on the inside and secure the Plate with the Screws.

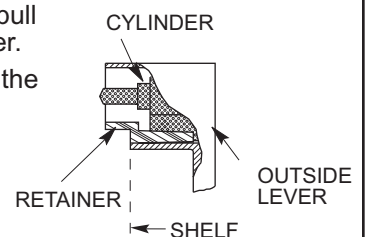
4-3

- a. Slide the Rose Insert with the Spring Cartridge onto the Inside Tube and secure the Rose Insert with the Screws.
- b. Place the Inside Rose onto the Rose Insert aligning the dimples with the recesses in the Rose Insert and turn clockwise to lock.



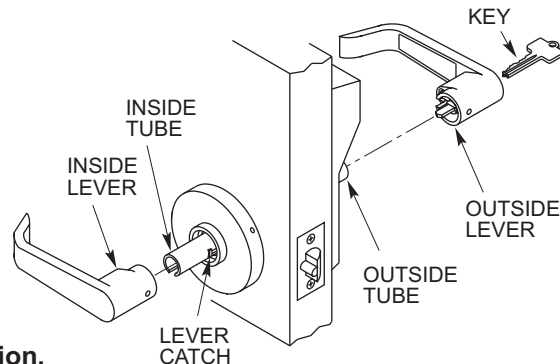
4-4 INSTALL THE STANDARD CYLINDER

- a. Using standard Pliers, pull out the Outside Retainer.
- b. Insert the Cylinder into the Outside Lever.
- c. Secure the Cylinder by pressing the Retainer until it is flush with the shelf.



4-5 INSTALL THE LEVERS

- Slide the Inside Lever on the Inside Tube. Make certain that the Lever Catch on the Tube is engaged with the Lever.
- Slide the Outside Lever onto the Outside Tube as far as possible. Insert the Key and turn it 45 degrees clockwise. Push the Lever again, until the Lever Catch is engaged, securing the Lever. If the Unit is an Interchangeable Core (I.C.) Lock, press the I.C. Outside Lever onto the Outside Tube until the Lever Catch is engaged and refer to section 5 for Cylinder installation.
- Repeat section 1 to verify proper operation.

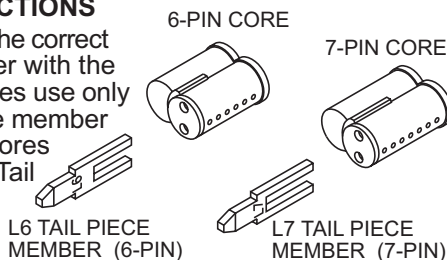


Binding or rough operation is an indication of improper installation.

SECTION 5: INTERCHANGEABLE CORE

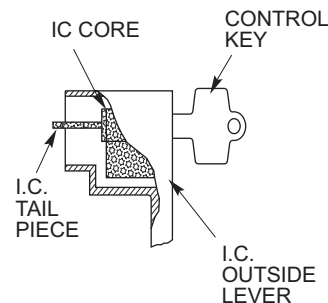
5-1 INTERCHANGEABLE (IC) CORE AND TAIL PIECE MEMBER INSTRUCTIONS

- Be certain to use the correct Tail Piece member with the Core. Six-Pin Cores use only the "L6" Tail Piece member and Seven-Pin Cores use only the "L7" Tail Piece member.



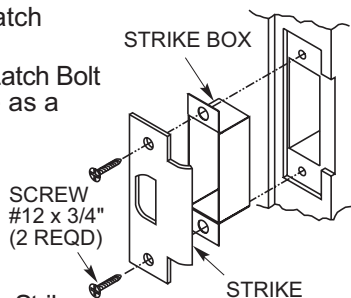
5-2 INTERCHANGEABLE (IC) CORE INSTALLATION

- Insert the I.C. Tail Piece into the IC Core. Insert the Control Key into the IC Core and turn it 15 degrees clockwise. Insert the Core into the I.C. Outside Lever and turn the Control Key 15 degrees counter clockwise to lock the Core in the Lever.



SECTION 6: INSTALL THE STRIKE

- Mark the location of the Latch Bolt on the Door Jam.
- Center the Strike over the Latch Bolt Mark and, using the Strike as a template, mark the Jam.
- Using the Strike Box as a template, mark the Jam.
- Mortise the Jam to accept the Strike and Strike Box.
- Install the Strike Box and the Strike and secure with the Screws.



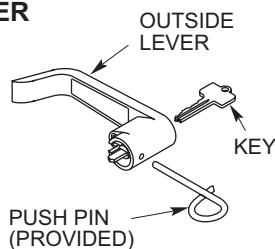
SECTION 7: PROGRAM THE OMNILOCK

IMPORTANT: To avoid unauthorized access, it is important to program a new Master Code. Refer to the OMNILOCK User's Guide for programming instructions.

SECTION 8: REMOVAL OF LEVERS

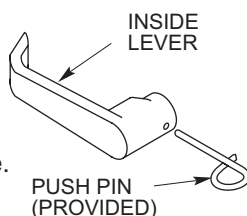
8-1 REMOVING OUTSIDE LEVER WITH STANDARD CYLINDER

- Insert the Key into the Cylinder and turn it 45 degrees clockwise.
- Depress the Lever Catch through the hole in the Outside Lever by using the Push Pin provided or another suitable tool.
- Slide the Outside Lever from the Tube.



8-3 REMOVING INSIDE LEVER

- Depress the Lever Catch through the hole in the Inside Lever by using the Push Pin provided or another suitable tool.
- Slide the Inside Lever from the Tube.



8-2 REMOVING OUTSIDE LEVER WITH INTERCHANGEABLE (IC) CORE

- Insert the Control Key into the IC Core and rotate it 15 degrees clockwise. Pull on the Key to remove the IC Core. Be sure that the I.C. Tail Piece is removed with the Core.
- Insure that the Retaining Ring and the Anti-Pick Plate are aligned with the Lever Catch as shown.
- Insert an awl or a small screwdriver through the I.C. Outside Lever and into the slot in the Anti-Pick Plate. Depress the Lever Catch toward the Door Hinge and slide the I.C. Outside Lever from the Tube.

OUTSIDE TUBE END VIEW

