



User manual for Assa fire door locks
Appendix 2

Use and maintenance instructions for Assa locks Warranty

The correct operation and longevity of the lock requires professional set up and installation; please follow ASSA guidelines. The factory does not accept responsibility for defects caused by incorrect installation, set up, use, or maintenance.

General matters

1. All lock products delivered by AssaBalt have a two year warranty. The warranty becomes valid from the date of the product's purchase. The warranty is based on an official document that confirms the purchase.
2. All lock products which appear to be defective during the warranty period will be replaced or repaired at AssaBalt's expense.

Instructions

1. Correct use of the lock implies that both the lock and its parts should not be forced. Never try to open the lock by using equipment that is not prescribed for that purpose. Turn the key and the thumbturn to the correct direction.
2. The warranty does not cover the replacement of products that have become defective due to incorrect installation, set up, use, or maintenance.
3. Additional keys should always be created from the factory's original blanks and should follow the precision requirements set by the factory. The warranty does not cover the unusually fast wear of a lock cylinder caused by using any other blanks or by the use of a key with a greater tolerance than that allowed. In addition, the warranty does not include the replacement / repair of lock cylinders that are non-operational due to insufficient or faulty maintenance (eg. lock cylinder jams caused by dust, dirt, etc).
4. In addition to the maintenance of the lock and its parts, the operation of the door should also be checked regularly. The door should fit smoothly into the frame. It should not fit too closely against the frame, nor should it flag (adjust the door hinges or the position of the striking plate, if necessary). The door closer should be properly adjusted, and it should not shut the door with too much force.
5. In no case should the deadbolt lean on the striking plate when in the locked position, especially in the case of locks with a hookbolt. This requirement should be checked regularly as the doors tend to flag in time. The deadbolt should not rub against the

Valdeku 132
11216 Tallinn
Estonia

Phone +372 655 9101
Fax +372 655 9100
info@assa.ee

Reg nr 10116821
Hansapank (767)
a/a 221007134350

ASSA[®] BALT

striking plate during locking/unlocking, but it should move as freely as when the door is open.

6. Difficult conditions: in case of heavy use (more than 200 uses per day), possible incorrect opening/closing (doors are slammed carelessly etc), an environment with a high risk of corrosion or which is chemically active, and in cases where there are other difficult conditions you should use lockcases with an increased durability (ASSA heavy-duty) and we also recommend using lock cylinders with stainless steel pins.
7. In addition to the aforementioned recommendations, in a chemically active environment or where there is increased risk of corrosion, the lock accessories (lock cylinder covers, door handles) should also be of stainless steel.
8. Use door handles with an additional spring for doors that weight over 40kg and/or are used heavily (more than 200 uses per day). Also use these for doors with closers.
9. The warranty does not cover the product's natural wear or small defects that do not affect the lock's operation, such as, for example, scratches or surface wear (except coating defects caused by manufacturing technology).
10. When choosing your lock products, please take into account that dark oxide as well as shiny and matte messing are decorative surface coatings designed to be used in prevailing dry conditions and are not suitable for a corrosive environment. Shiny and matte chrome and stainless steel are durable for both outdoor and indoor conditions.
11. The warranty will cease to be valid if the lock's parts are taken apart independently.
12. In case of differences in opinion the buyer has the right to require an expert opinion. The importer is not obliged to provide a free replacement product for the expert's time; the customer should buy that himself/herself. If the expert establishes that the product should be replaced under warranty, then the client will be compensated with a replacement product. Products sent to the expert will not be returned.

Lock cylinder care

1. The lock cylinder should be cleaned and oiled at least twice in a year, and in difficult conditions or a dusty environment once a month.
2. Use Assa Lock Cleaner for cleaning the lock cylinder and Assa Lock Spray for oiling it. Other cleaning or lubrication agents may damage the lock cylinder and the warranty will cease to be valid.
3. Cleaning/oiling procedures:
 - a. Spray a sufficient amount of Lock Cleaner into the lock cylinder (a sufficient amount is such that some of the agent also escapes from the cylinder).
 - b. Put the key into the lock cylinder and pull it out. Note! In no case should the key be turned in the lock, this will spread the dirt to the cylinder and it may jam. Clean the key.
 - c. Repeat the procedure until no dirt gets stuck to the key.

Valdeku 132
11216 Tallinn
Estonia

Phone +372 655 9101
Fax +372 655 9100
info@assa.ee

Reg nr 10116821
Hansapank (767)
a/a 221007134350

ASSA[®]BALT

- d. Spray a sufficient amount of Lock Cleaner into the lock cylinder. Repeat the cleaning movement 1-2 times and after that turn the key in the cylinder (for example by closing/opening the lock).
 - e. After cleaning with the cleaner, make sure that you also use the lock oil spray, as the cleaning agent is chemically active.
4. Protect the lock cylinder from dirt, excessive dust, etc.
 5. Never paint over the lock cylinder.

Lockcase care

6. Smear the lock and latch bolts from the sides with Assa Lock Grease at least once a year and more often in case of heavy use and an environment with a high risk of corrosion.
7. Do not use corrosive or chemically active substances for cleaning the lock.
8. Never paint over the lockcase or other lock parts.
9. Check that refuse or swarf does not reach the lockcase's moving parts. In addition, protect the lockcase from water.

Door handles and coverings care.

10. It is forbidden to use chemically active or scratching substances or materials that cause other mechanical damage when cleaning the door handles and decorative covering plates. If necessary, you can use a soft dampened duster for cleaning the door handles and coverings.
11. At least once a year the door handles and thumbturn's moving parts should be oiled with Assa Lock Spray or greased with Assa Lock Grease (a few drops of oil to the connections of the door handle and its connection plate).