

# KEYNOTES

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## THE INSTITUTIONAL ISSUE

- Creating Door ID Standards
- Hotel Function Cylinder Secrets
- Divide Between Locksmiths and Administration

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# Rewards and Recruitment at ALOA

**F**OR SEVERAL YEARS, ALOA has had a recertification program in place. Essentially, to maintain membership and certain certifications, members had to earn points for various activities and report them back to the association. Some members came to view this as a burden, and it unfortunately negatively affected our membership rates and renewals.

The ALOA board always listens to member feedback and enacts change when needed and feasible — and we heard you loud and clear on this one. Because of your voices, the board officially removed the recertification program from ALOA operations at the 2018 Membership Meeting at the ALOA Convention in National Harbor. No longer do you need to earn and track points! Consider that done.

But the board didn't stop there. Rather than placing a requirement on members, we wanted to reward them for their involvement in ALOA and commitment to education. The new ALOA Rewards Loyalty Program will let you earn points on a voluntary basis for dollars spent on ALOA membership, classes, PRP testing, staying at the convention host hotel and more. These points can then be redeemed for free items or discounts on things such as convention travel and reg-

istration, classes and ALOA Bookstore purchases. See the Education column on page 55 for more information.

Our hope is that you not only feel appreciated with this new program, but that it helps strengthen your bond to ALOA even more. Thank you for supporting ALOA through the years — and hopefully for many more to come.

## Recruiting

This issue of *Keynotes* focuses on institutional locksmiths and some of the issues they face. When we formed the ALOA Institutional Locksmiths (AIL) division, we recognized that there was a big need for our institutional members to have a community in which to share experiences and practices for their unique needs. So many of you face similar challenges, frustrations and technical issues in ways that really bring you together as a group.

To our valued AIL members, I ask that you please take the time to share this issue of *Keynotes* with your fellow institutional locksmiths and let them know about the value of ALOA and ALOA education. Help grow the AIL division and bring more minds into the hive to make the division and the association stronger.

I'll take that one step further and ask all our members to have recruitment on your mind as we come up on membership



renewal time. When you send in your membership renewal, talk to your colleagues about the value of ALOA membership. Tell them about the classes you've attended, the skills you've learned, the people you've met and the networking that's benefitted you over the years. If you ever need a membership application to share with colleagues, there is always one printed in *Keynotes*, and applications are also available on ALOA.org under the Membership tab. You can also email [membership@aloea.org](mailto:membership@aloea.org) to request one.

Thank you all for your membership and involvement. We wouldn't be what we are without you.

Respectfully,

Jim Wiedman, CML  
President  
ALOA Security Professionals  
Association, Inc.  
[president@aloea.org](mailto:president@aloea.org)



# The Many Benefits of ALOA

**W**ITH THE ARRIVAL of fall, it's a season for many things: changing leaves, cooler temperatures, football... and, of course, your annual ALOA SPAI renewal time. Please be on the lookout for your dues renewal notices this month first in your email inbox, and then in your postal mailbox in hard copy. Don't miss your chance for early renewal so you can get uninterrupted ALOA membership benefits.

## Education Benefits

During renewal time, we always like to remind our members of a few of the many benefits your ALOA SPAI membership provides you. One of ALOA's most important roles is that of an educational provider. We strive to provide our members with the most up-to-date and relevant educational programs possible, led by the most knowledgeable professionals in the security industry. Our most recent ALOA Convention in National Harbor, MD, in July was no exception.

Every year, we listen to our members' needs and wants regarding the annual ALOA Convention so we can tailor offerings accordingly. This year, in addition to favorite classes and several new ones, we added some exciting free educational opportunities for attendees. One was two sessions of an Active Shooter Seminar for institutional professionals to learn more about security threats at schools and related new codes and practices. The other big change we made was offering free education on the show floor of the Security

Expo. Our new Tech Pavilion let Expo attendees learn about the latest product technology in short sessions, adding value to their attendance. We hope that you found benefit in this and that you'll stop by next year too.

We've also been working on adding more education opportunities at our own Aaron M. Fish Security Training Center in Dallas. Notably, coming up soon is the IAIL Forensic Conference October 18-21. Classes include Forensic Report Writing & Evidence Collection, Automotive Forensic Case Management Procedures, Expert Witness Training and Photography for Investigative Locksmiths. All of these can help you establish a new source of income for your business by preparing you to become a forensic locksmith and expert witness. Not only that, but you can sit for your Certified Forensic Locksmith exam at the conclusion of the conference. Email [education@aloa.org](mailto:education@aloa.org) to learn more.

Other class opportunities coming up in October and November include intensive education weeks for automotive, doors and safe and vaults. And don't forget to save the date for ALOA 2019 August 11-17 and SAFETECH 2019 April 1-6! See the calendar on [ALOA.org](http://ALOA.org) for more information.

## New Rewards

In addition to our educational offerings, we make so much more available to our members. From keeping you informed through *Keynotes* and our newsletters to providing you with discounts and networking opportunities, your membership pays for itself over the course of the year. But now, ALOA is offering you even more



in return: a program that rewards you for ALOA involvement.

The new ALOA Rewards Loyalty Program allows members to earn points based on dollars spent on items such as convention classes, staying at the convention host hotel, ALOA membership, PRP testing and more. These points can then be redeemed at certain levels for membership discounts, free testing, ALOA Bookstore credits and other items, all the way up to free convention registration. To learn more about this program's details, see the Education column on page 55. We're excited to be able to give back to our members who have been so loyal to ALOA.

While this rewards program is new, ALOA has always been thankful for our members and their dedication to the association. Thank you so much for being a part of this wonderful organization. We're lucky to have you.

*Mary A. May*

Mary A. May  
Executive Director  
[mary@aloa.org](mailto:mary@aloa.org)



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# Introducing ALOA's Rewards Program



**A**LOA SPAI'S RECERTIFICATION PROGRAM IS OUT — AND A NEW REWARDS program is in. The new ALOA Rewards Loyalty Program allows members in good standing to be rewarded for ALOA spending with discounts and free items, including classes, convention travel, membership and products in the ALOA Bookstore.

This voluntary program will allow members to earn points based on dollars spent on ALOA-sponsored events such as classes, host hotel lodging fees for ALOA/SAFETECH conventions, ALOA membership, ATC classes, PRP testing and

sponsor classes such as those at local associations or vendors where ALOA is providing the education.

For more information on this exciting new program, see the Education column on page 55 of this issue, or contact [education@aloe.org](mailto:education@aloe.org) for more information.

## CHAPTER/DIVISION NEWS

### ALOA Continues European Reach

**I**NTERNATIONAL – EUROPE DIRECTOR HANS MEJLSHEDE, CML, HAS BEEN working hard to attract new members to ALOA SPAI through his involvement in educational programs throughout the year. Earlier this year, he was featured on the cover of the Norwegian Locksmith Association's magazine after teaching a picking class in Lillehammer, Norway, during a training weekend. More than 530 locksmiths from Norway attended the training weekend, which is a great turnout considering there are only around 100 company members in Norway.

To learn more about ALOA's activities in Europe, contact Hans Mejlshede at [indirector@aloe.org](mailto:indirector@aloe.org). To learn about ALOA's Asian happenings, contact Beta Tam at [btam@alumni.cuhk.ne](mailto:btam@alumni.cuhk.ne).

### Upcoming Nebraska Chapter Meeting

**T**HE NEBRASKA CHAPTER OF ALOA SPAI/NEBRASKA LOCKSMITHS Association is holding a meeting October 19-20 in Omaha. For more information, contact Gredon "Grady" Turner, chapter president, at [lockmangrady@gmail.com](mailto:lockmangrady@gmail.com).



ALOA's International - Europe Director Hans Mejlshede, CML, was featured on the cover of the Norwegian Locksmith Association's magazine in a photo from a picking class he taught in Lillehammer, Norway.



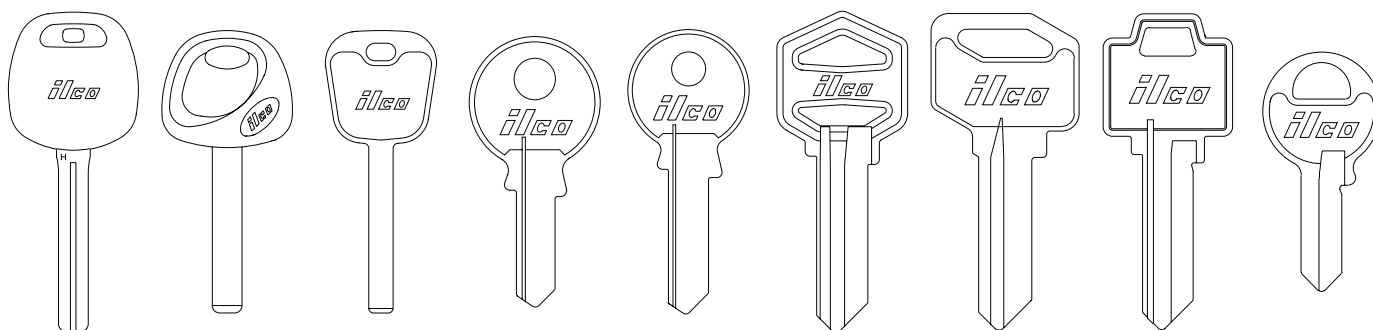
# Ilco Releases New Products

**I**LCO INTRODUCED THE 06V BEST KEY CLAMP FOR FUTURA EDGE-CUT MODELS. The 06V clamp secures edge-cut style Best keys, regardless of keyway, and has a built-in tip stop. To begin, update to the latest Futura software and install the 06V camp in place of the 01V clamp on the Futura machine using the inner clamp spring from the 01V.

The company has also added nine new keys to its line, including keys for Tru-Guard padlocks as well as automotive keys to fit Toyota, Hyundai, Kia, General Motors and some imports.



Ilco has introduced the 06V Best key clamp for Futura edge-cut models.



Ilco has added nine new keys to its line.

## NEWS BRIEFS

» **PACLOCK** has redesigned its [www.paclock.com](http://www.paclock.com) website with improved navigation and functionality, allowing visitors to explore security solutions by industry, application and product type. Visitors to the revamped site can also filter and sort the entire PACLOCK product line by lock type, size, material, cylinder, shackle and more.

» **Sargent and Greenleaf** is launching S&G Lock Shop at [www.SGLockShop.com](http://www.SGLockShop.com), its first-ever e-commerce site that will sell direct to consumers. Products offered, which include the S&G Audit Lock and Spartan Pivotbolt, will be available throughout most of North and South America, primarily serving DIY customers, residential homeowners and small business owners. All products purchased through S&G Lock Shop will be backed by the manufacturers' direct warranty.

» **IDN-H. Hoffman**, a distributor of door hardware and security related products, has released its 2018/2019 product catalog. More than 250 new products were added to the catalog including storefront hardware, automotive key blanks, multi-housing locksets, electronic access control solutions and more. The most current information can also be found in the online catalog at [www.idn-inc.com](http://www.idn-inc.com).

» Two new sales representatives have joined **Codelocks Inc.** Len Stoia Len of Midwest Security Sales Inc, will cover Northern Illinois, Northern Indiana, and Wisconsin and Bruce Lindstrom of LindTec Solutions, will cover New York and New England. They will work alongside new General Manager Matt Welty, who is responsible for company development and driving growth throughout the market.



## PRODUCT BRIEFS

» **Lucky Line** has released its UtiliCarry line. Products include a 5-lumen aluminum LED keychain flashlight, a 60-decibel bullet whistle key ring, a keyring pocket clip multi-tool and an everyday carry kit. A rotating counter display is also available with five each of 24 UtiliCarry products, for 120 pieces total. It's supplied with merchandise, UPC numbers, reorder cards and header sign.

» **Sargent and Greenleaf** has unveiled AxisBlu, a safe lock that provides access via a mobile app, eliminating the need for a keypad. A medallion connects via Bluetooth to an app on the user's mobile device to remotely gain access to the designated safe anywhere within a 30-foot radius. AxisBlu has multiple layers of authentication and the ability to pair up to five mobile devices, and it is also available with a keypad for manual access.



## IN MEMORIAM

» Long-time ALOA and SAVTA member **James Lee Taylor** of Lexington, KY, has passed away. He was 87. An ALOA member since 1956, he was inducted into the SAVTA Hall of Fame in 1996.



» Past ALOA board member **Larry Smith** of Cincinnati, OH, has passed away. Owner of Larry's Lock, Safe & Security Center, he served as regional vice president and education chairperson for ALOA SPAI.

## Membership Renewal Alert!

Be on the lookout in your emails and in your mailboxes for your ALOA SPAI dues renewal notices, which will arrive during October. Don't miss out on all of the great benefits ALOA has to offer in 2019! For more information on what you get with your membership, visit [ALOA.org](http://ALOA.org) or contact the Membership Department at [membership@aloa.org](mailto:membership@aloa.org) or 800-532-2562, ext 219.

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**We Need Your Help****Attention, ALOA members:**

Help us eliminate the ongoing industry problem of scammers by screening the new applicants listed on these pages. If you have questions or concerns about any of the applicants, please contact Kevin Wesley, membership manager, at (214) 819-9733, ext. 219, or email kevin@aloea.org.

These applicants are scheduled for clearance as members of ALOA. The names are published for member review and for comment within 30 days of this *Keynotes* issue date, respectively, to ensure applicants meet the standards of ALOA's Code of Ethics. Protests, if any, must be addressed to the ALOA membership department, signed and submitted via e-mail to membership@aloea.org or via fax to 214-819-9736.

**CALENDAR**

For a complete calendar of events, visit [www.aloea.org](http://www.aloea.org).

**OCTOBER****October 1-6****Six-Day Basic Locksmithing**

ALOA Training Center

Dallas, TX

education@aloea.org or (800) 532-2562, ext. 101

This class is also being offered December 3-8.

**October 17-20****PRP on 10/20**

Yankee Security Convention

Sturbridge, MA

**October 18-21****IAIL Conference**

ALOA Training Center

Dallas, TX

See ALOA Calendar

**October 17-20****PRP on 10/20**

Yankee Security Convention

Sturbridge, MA

**October 22-27****Automotive Locksmith Training**

ALOA Training Center

Dallas, TX

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# IAIL Forensic Conference: A Don't-Miss Event in October

Get ready for the forensic conference and make sure your CFL testing requirements are in order.

**W**ITH SEPTEMBER BEHIND US, IT IS CLEAR SAILING TO THE FOUR-day IAIL Forensic Conference this 18th of October at our training center in Dallas, TX. This is our first conference since we merged with ALOA SPAI in 2012, and there are forensic locksmiths coming in from around the world. Hans Mejlshede will conduct an evening seminar on European forensics inspection that should be interesting to all. I will be conducting an open discussion on the upsurge in demand for expert witnesses involving door hardware that ties into our new Architectural Hardware, Doors and Frames CFL.

We are publishing again the requirements to test for your CFL, so you can prepare to take your exam in October at the conference. If you have a specific question, email me and I'll reply. You can apply for a waiver in any aspect of the requirements to test. Here are some examples: I have been a locksmith for nine years, but only an IAIL member for six months. You would be given a waiver on the time as a member, but you still must meet the other requirements. You are a former police officer, and you have had many of the courses we require, or you took them in college. With proof, we will grant the waiver. Our goal is not to put up roadblocks to qualified applicants. We are running the requirements in case you missed them last month.

## CFL APPLICANT TESTING REQUIREMENTS

*Prior to an IAIL member sitting for the CFL test, the following requirements must be strictly adhered to:*

1. The applicant must be a member in good standing in the IAIL for a period of one year prior to the testing date.
2. The applicant must have successfully passed mandatory IAIL sanctioned classes
  - Investigative Locksmithing I & II (10 Points)
  - Auto Theft and Arson Forensic or Forensic Case Management (5 points each)
  - Forensic Report Writing or Forensic Case Management (5 points each)
  - Expert Witness (5 points)
  - Photography (5 points)
3. The applicant must qualify and submit documents that will exhibit at least (75) Credit points, which are the minimum amount of points that you must claim to be able to qualify and sit for the test.

## EDUCATION (40 Points Maximum)

- 30 points maximum from the following. Must include at least three investigative classes, and an auto theft/arson class.

Relative Classes: Classes that are given by ALOA, SAVTA, IAIL, ILA or Lockmasters in the following areas: Investigative Locksmithing I, & II (5 points); Forensic Locksmithing (5 points); Professional Bypass (3 points);



Safe Lock Manipulation (3 points); Picking (2 points); Impressioning (2 points); Safe lock Service (2 points); Safe Drilling & Entry (3 points). The Board may add additional classes as these become available.

To sit for this examination, it shall be mandatory to have completed the IAIL courses, Investigative Locksmithing I & II and an auto/theft arson class.

- **10 Points Maximum from college-level classes.** College-level classes that are directly related to criminology, forensic sciences, etc. (2 points for each class).
- **18 points maximum for specialized education.** Completion of specialized schools in forensic investigation, criminal investigation, scientific crime detection, arson investigation, etc. Examples of acceptable courses would be those taken at the FBI Academy, military intelligence schools, federal, state and local courses in criminal investigation, NSA and CIA courses, etc. Each course will be evaluated and points accessed at the discretion of the Board of Directors, with a maximum number of points for any single course set at 6 points.

**EXPERIENCE** (*Maximum number of points to vary as indicated*)

- Serving as a forensic investigator in a federal, state or local crime laboratory and qualified to testify to findings in a court of law. 5 points per year of experience. 20 points maximum.
- Serving as a criminal, arson or insurance investigator for a federal, state or local authority and qualified to testify in a court of law. 5 points per year of experience. 20 points maximum.
- Serving as an investigator for private industry and having qualified to testify in a criminal or civil court of law. 5 points per year of experience. 20 points maximum.

**“This is our first conference since we merged with ALOA SPAI in 2012, and there are forensic locksmiths coming in from around the world.”**

- Serving as a locksmith and having achieved a certification through the ALOA Proficiency Rating Program.

AHC = 10	LSFDI = 10
AOC = 10	CAL = 5
CDC = 10	CMAL = 10
EHC = 10	CAI = 5
PSP = 5	CHI = 5
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CRL = 5	CIL = 3
CPL = 8	CJIL = 8
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CPS = 5	ICRL = 5
CMST = 10	ICPL = 8
CJST = 5	ICML = 10
CMS = 10	CEL = 5
CFDI = 10	CMEL = 10
IFDI = 10	

- Experience as a practicing locksmith. 2 points per year of actual experience. 20 Points maximum.
- Specialized investigative experience such as fraud investigation, auditing, and auditing and accounting investigations, etc.

3 points per year of experience. 20 points maximum.

- Publishing a book and or articles (published) relating to forensic/investigative locksmithing in a recognized investigative resource. 5 points for an article and 10 points for a published book. Maximum of 20 points.
4. Applicant must author and submit for review an article for publication in ALOA's *Keynotes* magazine. The article must be relevant to the field of forensics and must be approved for publication by the IAIL CFL and Peer Review Committees. The article subject may include, but is not limited to, a relevant case study (redacted), research or procedural guidelines (or variations of existing guidelines).

The above requirements are subject to change. However, once an application is submitted, the applicant will not be subject to any newer requirements. Applicants can apply for a waiver to any of the requirements prior to sitting for the exam.

If you have any comments, suggestions or questions please contact me at, [iail-president@aloe.org](mailto:iail-president@aloe.org).

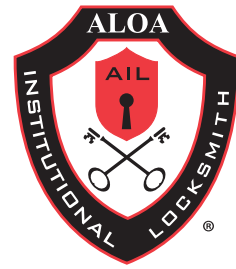


**Tom Resciniti Demont,** AHC, CAI, CFDI, CFL, CMIL, CML, CMST, ICML, IFDI, LSFDI, ARL. President, International Association of Investigative Locksmiths.

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## Get Published!

IAIL members: Submit your articles for the Investigative Spotlight department. Send your information to Ross Squire at [ross@abcforensic.com](mailto:ross@abcforensic.com).



New at the ALOA Convention this year were two active shooter seminars, which drew close to 100 attendees.

# State of the Division 2018

AIL President **John Truempy, ICML, LSFDI**, gives an update on division happenings.

**T**HIS YEAR, WE HAVE CONTINUED TO GROW, BUT NOT WITHOUT SOME missteps. But, overall, I would have to say we are doing well. Our membership numbers are still growing slowly, but when compared to associations in general — where the net numbers are in a decline — any growth is good.

This year's convention was held in the Washington, D.C., area, which is a location with a high number of institutional locksmiths in general. I met many institutional locksmiths at this year's convention. Not all members, but it was still good to get their feedback.

One real bright spot for me this year was meeting the members of the NEW and first AIL chapter. This is a good group of people, and they had lots of their members working their booth over the two days of the Security Expo. It was nice to get a chance to talk to many, and I look forward to working with them more over the next year.

Our certifications programs are still progressing slowly, and there was some confusion for some of our members trying to get registered. But with all the programs ALOA runs besides the AIL programs, some confusion is bound to happen. Some of this confusion was fixed right away with the ALOA staff and executive director in attendance at the AIL membership meeting.

The feedback I received during the AIL membership meeting was very helpful. Sometimes, simple fixes can be done when we hear of members' experiences. Some members even reach out to me during the year, and I find this helps me a lot. Next year — and in some cases even sooner — we are going to add a simple checkbox to many of the ALOA/AIL forms so members and even nonmember institutional locksmiths will be routed into the correct program. A checkbox may not seem like rocket science, but it is something that was missed and could have helped members, AIL and the ALOA staff. Sometimes you can't see the forest through the trees.

Another highlight for me was the Active Shooter seminar. Putting on a seminar like this is always a risk. We never knew what the attendance would be until we walked into the room. Some things, such as the active shooter resource guide that we hoped to hand out at the seminar, did not come together because of lack of information from manufacturers, but it is now going to be made into an online guide (that may even help more). I would have been happy if we got 25 people for a first-try event, but over the two days this was offered, we had close to 100 people attend — and I think that is fantastic. I want to thank Glen LeSuer from Allegion for doing this seminar for us without knowing who or how many would show up.

I was also able to attend a manufacturer-sponsored event for government locksmiths that was small but nice. There is already talk about turning this into a yearly AIL event but picking a different institutional market segment each year.



Of course, with next year being Las Vegas, gaming industry locksmiths would be the focus.

And, in closing, for the members who did not attend this year's AIL membership meeting, I was able to give two AIL president's awards (called the AIL Influential Leaders Award). The first award went to Tom Foxwell, who was supposed to receive it in 2017 because of his fantastic support of AIL when he was ALOA president and even continued support after his term by helping to form the first AIL chapter.

The 2018 award went to Vernon Kelley, AIL founding trustee. Vern is my right hand in running the AIL and does so much behind the scenes.

I know the award was a complete surprise to both of them, but for Vern I think even more so because he is the person

**"Sometimes,  
simple fixes  
can be done  
when we hear  
of members'  
experiences."**

who gives me his recommendations each year (that I don't always pick from). I think, in part, he gives me his recommendation so he is not on the short list. When he gave me his recommendations this year, I pointed out I had missed presenting to Tom Foxwell last year, and he agreed Tom was a worthy person. I just forgot to tell Vern I was planning on doing two. Whoops. ☹



**John Truempy, ICML, LSFDI**, is employed at the University of Pennsylvania, where he's been a locksmith for more than 21 years. Prior to that,

he spent a few years as a commercial locksmith and worked for the state of New Jersey at Trenton State Psychiatric Hospital. As the first president of ALOA Institutional Locksmiths (AIL), the ALOA SPAI division, he has over 15 years of association management experience. He has written many books focusing on both practical and esoteric applications for master key systems, including *Advanced Master Keying Skills* and *Master Key System Specification, Application & Management*. He also teaches both fundamental and advanced locksmith subjects.



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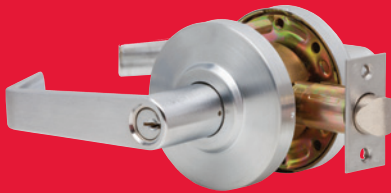
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# HOTEL FUNCTION:



## *Not For Hotels Anymore!*

Ten of the best-kept hotel function cylinder secrets you will want to know how to service. **By William M. Lynk, CML, CPS, ICML, CMIL, M.Ed.**

**H**OTEL FUNCTION CYLINDERS ARE NO LONGER A STAPLE IN HOTELS and motels. However, they are used today extensively in handicapped restrooms on college campuses and universities as well as in photographic darkrooms and special laboratories where unexpected intrusions can cause serious problems. Over two articles, we will examine 10 of these cylinders so you will know how to bypass them in an emergency and how to properly service these cylinders when called to do so.

### Hotel Function Variations

The quantity of hotel function cylinders is not as overwhelming as it may appear. They have been around for decades. Most were actually used as part of major hotel locking systems. It behooves every locksmith to understand exactly *how* these locks operate within the traditional hotel setting so that one can migrate that information to the specific applications of today.

### How Hotel Function Works

The concept is quite simple... that is, if you have ever been in a hotel (more so with a mechanical key lockset on your hotel room).

When the guest is in his room, the door closes and the spring latch engages the catch, and the door is locked. It is always locked from the outside, but always allows the guest to exit. When the guest throws the deadbolt from the inside (or pushes in a button, as in a cylindrical version), even another guest with the correct key cannot unlock the door. Why? Because there will be some type of ward that will block the 360-degree key rotation when the bolt is thrown from inside, or when the button is

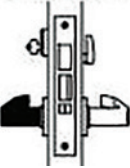
pushed in. It may move 240 degrees or so, but will stop at that point. The hotel officials with an emergency bypass key (EMK) or display key will be able to retract the bolt or button in the case of an emergency since their key will have the appropriate cutout(s) to bypass the ward(s). (If you don't know, a display key is a special change key in a hotel master key system that will allow access to one designated guest room, even if the lock is in the shutout mode. It may also act as a shutout key for that room.)

Being able to know *how* to bypass the particular hotel function brand is paramount for the locksmith who may be called upon to do just that in an emergency situation. Let's first look at the explanation of hotel function in terms of lockset descriptions.

### Hotel Function Defined

The hotel guest lock function is defined as a lock where the latch bolt is operated by a key from outside or by operating the inside lever. These locks are often used on hotel rooms, dormitories and apartment entrance doors. The outside lever is always inoperative. Once the deadbolt is projected by turning from inside, all keys except the emergency and/or display keys are shut out. Operating the inside lever retracts both bolts. Also, the deadlocking latch bolt can always be operated from the inside by engaging the lever (or knob in certain models). When the door has been locked from the inside, there is usually an indicator visible from the outside of the door showing that the room is occupied.

*Figure 1* gives a visual of the BEST HJ-Hotel F15 Hotel Function mortise lockset information. To refresh your memory, *Figure 2* illustrates the various types of lockset functions for both cylindrical and mortise, including ANSI number, function label and a brief description.

Function & Diag.	Description	Outside Lever or Knob			Inside Knob/Lever	
ANSI No.	Latch operated by	Deadbolt operated by	Locked by	Unlocked by	Locked by	Unlocked by
HJ-Hotel (F15) 	<ul style="list-style-type: none"> <li>Rotating inside lever</li> <li>Turning key in outside cylinder</li> </ul>	<ul style="list-style-type: none"> <li>Turning inside turn lever</li> <li>Turning emergency key in O/S cylinder. (rotating inside lever retracts deadbolt and latch simultaneously.)</li> </ul>	Always locked	Cannot be unlocked	Cannot be locked	Always unlocked

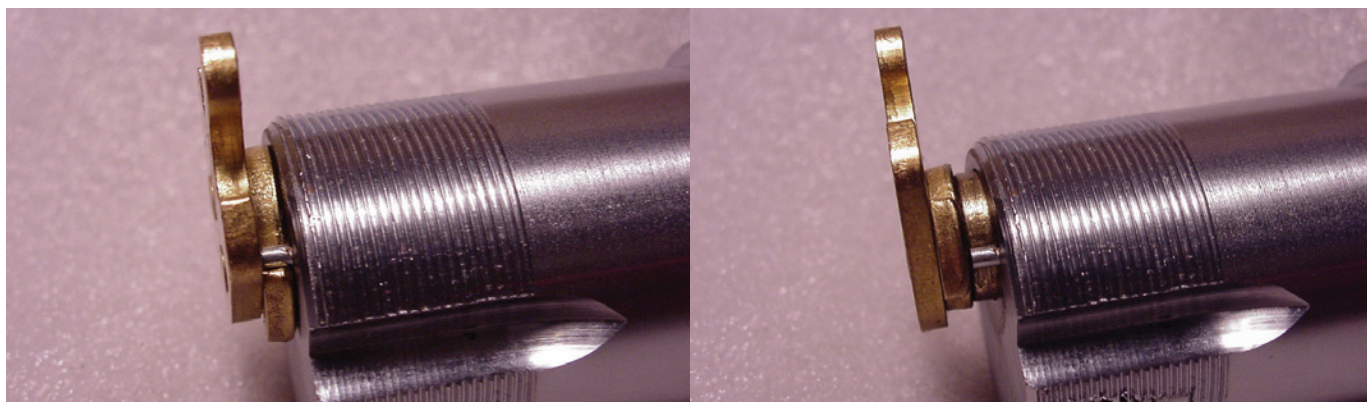
**Figure 1.** Shown is a diagram and description of the BEST HJ hotel function mortise lockset.

Cylindrical ANSI Code	Mortise Code	Function Label	Description
F75	F01	Passage	Doors that don't require locking.
F76	F02 (F19)	Privacy	Latchbolt by knob or lever on either side. Projected deadbolt locks outside trim, Anti-panic operation. Emergency key outside.
F86	F07	Storeroom closet lock	Outside knob/lever always rigid. Key required for entry. Inside always free rotating.
F82	F04	Entrance/ Office Lock	For office where lock is required. Operated by key outside, button on face of lock inside with passage function.
F84	F05	Classroom Lock	Classroom/Office of Utility Room. Key locks/unlocks outer knob or lever. Inside always free.
E2161	F18	Deadlock	Deadbolt by key outside only.
E2141	F16	Deadlock	Deadbolt by key both sides.
E2151	F17	Deadlock	Deadlock by key outside, thumbturn inside.
F88	F09	Apartment Exit	Office & Apartment Buildings, Lavatory Doors, Outer knob/lever set by inside key. Outside key operated latchbolt.
F93	F15	Hotel/Motel	Deadlocking latchbolt. outside knob/lever always rigid. Inside knob or lever operated both deadbolt and latchbolt (Panic Function.) Deadbolt by inside thumbturn, indicator on keyed side.
F90	F13	Dormitory	Deadlocking latchbolt operated by either knob or lever. Thumbturn inside throws deadbolt and automatically locks outside knob or lever. (Anti-panic operation.)
F87		Utility, Asylum, Institutional	Latchbolt operated by key either side only. Both knobs or levers rigid at all times.
F88	F09	Entrance/ Apartment	Deadbolt by key outside, thumbturn inside with passage function and anti-panic deadbolt operation. Deadlocking latchbolt.
F81	F08	Entrance/ Storeroom	Latchbolt by knob or lever both sides. Deadbolt by key outside, thumbturn inside.
F82	F21	Entrance/ Storeroom	Latchbolt by either knob or lever. Deadbolt by key either side.
	F20	Entrance/ Apartment	Latchbolt by knob or lever, except when stop-work activator set. Deadbolt by key. Thumbturn inside. Anti-Panic deadbolt operation.

**Figure 2.** This chart provides a listing of the various lockset functions for both mortise and cylindrical locksets.



**Figure 3.** These images show how a standard SFIC key and long-nose SFIC key compare.



**Figure 4.** Notice how the spring-loaded cam is pushed outward by the long-nose (EMK) SFIC key tip.

## Our Vision

Let's examine how we can service these 10 hotel function cylinder models that are still around and kicking. Luckily, some have similar characteristics. These will include: BEST, Arrow and Falcon (similar), Medeco, Yale, Sargent, Corbin Russwin, Schlage, Old Schlage hotel removable cylinder and the infamous — and least understood — ILCO hotel bypass cylinder. Because it is most likely you will encounter the IC versions, they will be used often in these examples. The investigation now begins!

## BEST, Arrow and Falcon

A variety of SFIC manufacturers make a long-nose blank. Its purpose is to accommodate hotel function cylinders. BEST,

Arrow and Falcon each manufacture their own SFIC hotel function mortise cylinders, and they each operate in the same manner.

BEST's hotel function mortise cylinder is the 1EG (hotel shifting cam). Its list price in 2018 is \$101. Note: The functionality is in the mortise cylinder back assembly and operated by its related long-nose key, not in the core. Any standard core can be used.

Figure 3 illustrates the comparison between a standard SFIC key within a core and the long-nose SFIC hotel function key.

When a standard operating or master key enters the core, the throw member turns the cam approximately 240 degrees either way (depending on the lockset). Notice in the standard SFIC key image

that the undercut at the tip stops the key from protruding beyond the backplate. However, when using the long-nose key (EMK), the longer nose tip extends through the core backplate and pushes on the spring-loaded assembly in the SFIC hotel function mortise cylinder, which extends outward, bypassing the stop (small ward) and allowing the cam to rotate freely 360 degrees. Figure 4 illustrates this operation.

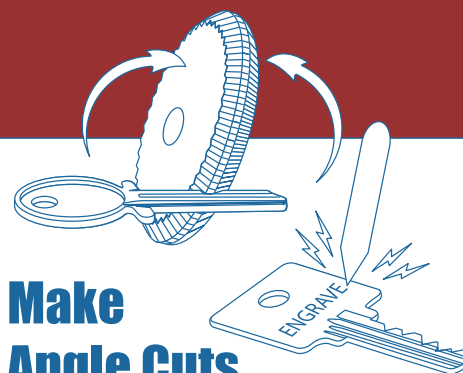
## SFIC Cylindrical Hotel Function Cores

Additionally, Arrow and Falcon both have a special hotel function small format core for cylindrical hotel locks that uses a red (or brass) indicator which extends outward from the face of the core

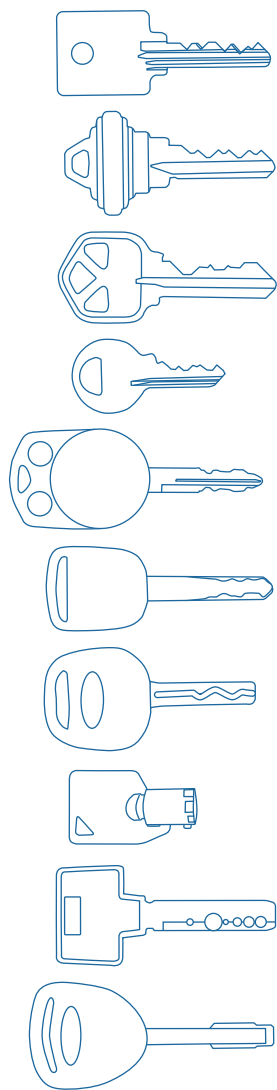


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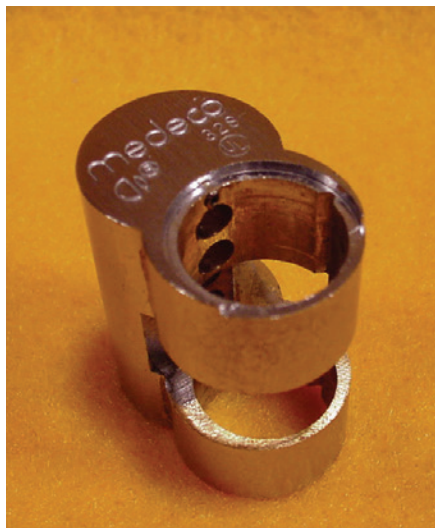


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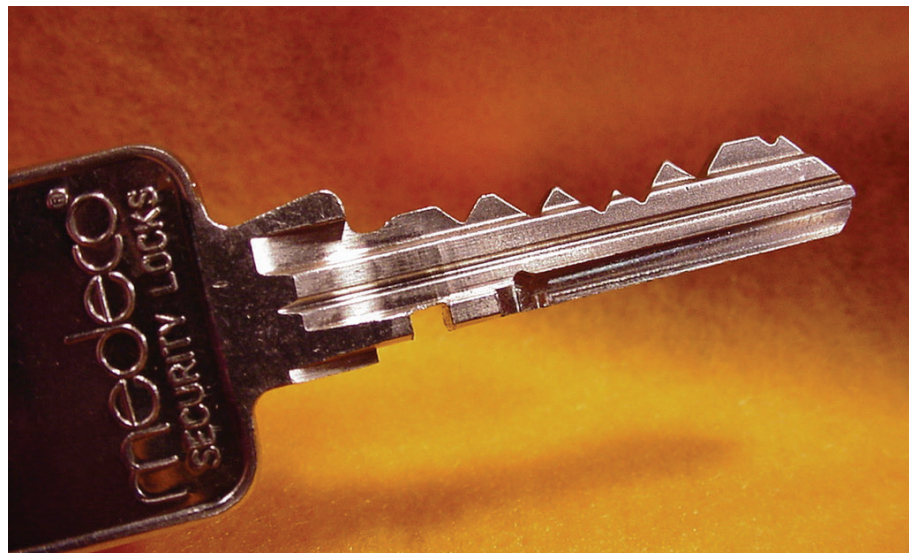
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**Figures 5a/5b.** These images illustrate how the red indicator pin can show occupancy with these special cylindrical Arrow and Falcon SFIC hotel function cores.



**Figure 6.** Notice the tiny ward pin above the upper chamber hole within the hotel function Medeco LFIC.



**Figure 7.** Within this Medeco EMK, notice the small ward cut located on the bottom of the blade near the shoulder.

to show if the cylindrical lockset is in the locked position (occupancy). Because of their mechanical specifications, they are not compatible within each other's housings. When the room is occupied and the button is pushed in for shutout mode, in each core, the throw member slightly disengages from the lockset, causing the operating key to spin freely. The Falcon core has its throw member permanently attached, whereas the Arrow core has a separate indicator pin. There is no EMK for these models. The control key will remove the core, and a flat tool can be used

to engage and turn the mechanism so the latch can retract for emergency entry (*Figures 5a and 5b*). BEST uses a standard core, though the indicator is within the handle of the lockset just below the keyway of the core.

### Medeco Hotel Function

The Medeco hotel function large format interchangeable core maintains its functionality inside the core itself. That means that the mortise housing is a standard 3200 IC housing and the blocking device is within the interchangeable core.

Visually, the exterior of the hotel function core appears no different from any other Medeco 3200 IC. However, internally there exists a small hollow blocking pin situated in the top of the shell just before chamber #1 nearest the entry of the keyway (*Figure 6*). It descends only a small distance into the plug area. This hollow pin ward blocks a full 360-degree plug rotation, limiting it to about 340 degrees. This pin actually stops the key from completing its rotation in either direction. Within the application, this feature prevents the mortise dead latch



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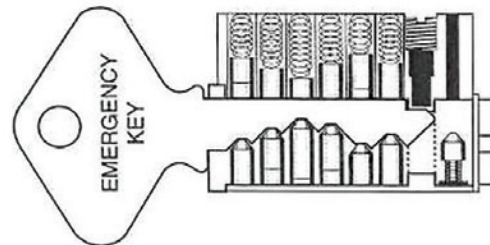
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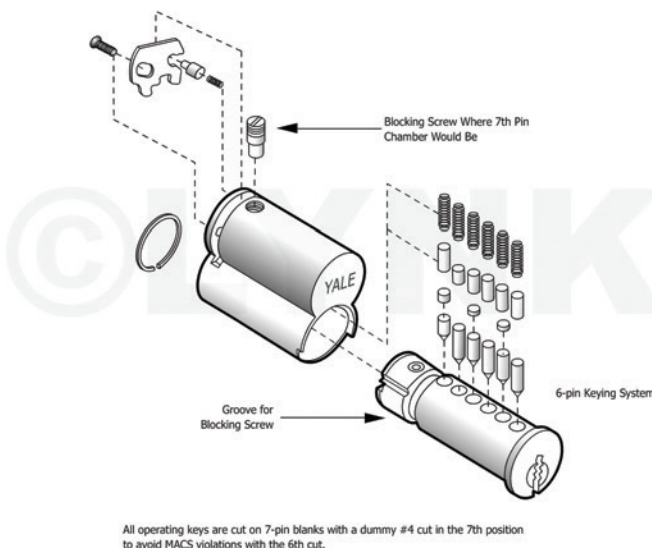
**Figure 8.** In this picture, the EMK (with ward cut) are aligned together with the cut-out on the plug. The ward in the shell can be clearly seen.

### Yale LFIC Hotel Function CutAway



**Figure 9.** This cutaway of the key and plug shows the relationship of the blocking pin to the key tip within the Yale Hotel Function LFIC cylinder.

## Yale Hotel Function Core



**Figure 10.** This image provides an exploded view of the Yale hotel function LFIC.

from being thrown by an operating key, TMK or any master-level key when the dead latch is locked from the inside. A circular cutout is also found in that position on the plug.

To bypass the pin ward, the EMK will have a ward cut out on the bottom of the blade before the first chamber position, allowing a full 360-degree plug rotation and throwing the dead latch

within the application (*Figure 7*). The control key needs no ward cut. It is originated and behaves the same way as the other model 3200 control keys. Note: By default, a control key will permit entrance to a secure room because it allows the removal of the entire hotel function core and replacement with a temporary access core.

This product is available in either

**“Once the deadbolt is projected by turning from inside, all keys except the emergency and/or display keys are shut out.”**

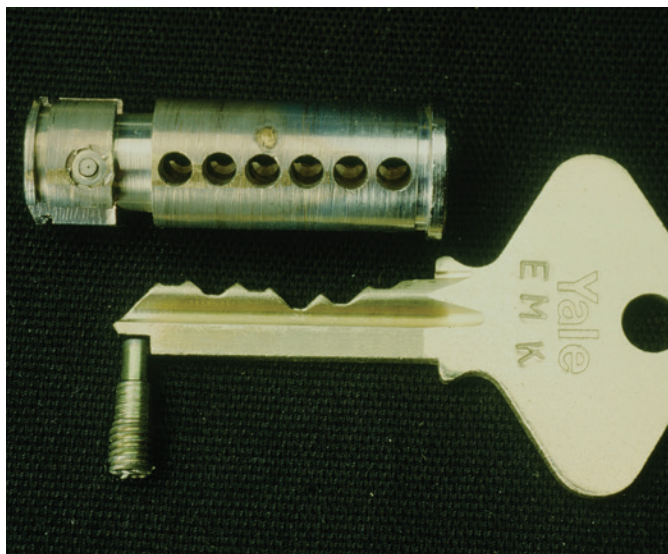
standard Biaxial or the M3 design and, among other areas, is used especially in educational facilities for restroom applications. *Figure 8* illustrates the relationship of the plug, shell and EMK.

### Yale Hotel Function

The Yale Hotel Function LFIC is a bit more complicated to understand, as well as to combine, than the SFICs or the Medeco LFIC. Production began in 1965, and it operates under the principle that a *blocking screw* exists where the 7th pin chamber would ordinarily be located.

YALE HOTEL FUNCTION KEY NOMENCLATURE		
Key ID:	Called:	Use:
RN411	Guest's Key	Operates only 1 room/suite
FN411	Maid's Key	Operates 1 group of locks
FN11	Housekeeper's Key	MK operates a # of maid's groups
FN411S	Emergency/Shut-Out Key	Operates all guest room locks, even when locked from inside; can also lock out guest (not individual Display key)
FN411S	Display Key	For sample rooms or when extra security required; locks guest room except for EMK
FN411	Grand Master Key	Controlled by head housekeeper, mechanic, etc.; all locks in hotel; not an EMK

**Figure 11.** The Yale hotel function key data is indicated here with part numbers, key type and description.



**Figure 12a.** The alignment of the blocking pin is shown, with both the plug and pin itself illustrated.



**Figure 12b.** Notice the blocking pin location at the rear of the core, with cam extended.

The EMK requires an *undercut at the tip* to be able to bypass this blocking screw. The other keys will not.

### Yale Hotel Function Key Blanks

The control key for the Yale Hotel Function LFIC requires the use of an 8-pin blank (#118) to compensate for the 6-pin chambers with the 7th blocking pin area and the 8th position of the control lug. The operating keys will be cut on 7-pin blanks, but will all have a dummy #4 depth cut in the 7th position. This is to avoid falling victim to a MACS violation with the cut

in the 6th position. Finally, the EMK (#FN411S) — which is a 6-pin blank — will require the tip undercut to bypass the blocking screw. *Figure 9* is a cutaway of this plug with key. *Figure 10* is an exploded view of the core, and *Figure 11* explains the related key nomenclature and description.

*Figure 12a* shows how the blocking pin in the 7th position can be activated in the plug. *Figure 12b* clearly illustrates the blocking pin position with cam extended.

In the next installment, we will cover the remaining hotel function cylinder models. ☺



**William M. Lynk, CML, CPS, ICML, M.Ed.,** has been a locksmith since 1975 and is the owner of [www.ICLSglobal.com](http://www.ICLSglobal.com). Bill is an IC specialist, an industry author, the subject matter expert on IC for ALOA, and an ALOA ACE instructor, teaching classes on interchangeable cores and master keying across the country. He has originated SFIC Technical Manuals for both national and international lock manufacturers, and maintains a working relationship with the major lock and security manufacturers throughout the world. In 2013 and 2015, he was named *Keynotes* Author of the Year.

# CRITICAL INCIDENT RESPONSE... BY THE NUMBERS



Door identification standards can save crucial minutes in emergency situations. **By Vernon Kelley, CFDI, CFL, CPL, CMIL, ICML, IFDI, LSFDI**

**S**O, YOU WANT TO BE AN INSTITUTIONAL LOCKSMITH. WELL, YOU MIGHT just want to mentally prepare yourself for “other duties as assigned.” That’s officialdom-speak paraphrasing the famous Forrest Gump quote “Life is like a box of chocolates. You never know what you’re gonna get.” At this point in my state government career, I’m really more of a project manager than a locksmith (I sometimes go months without even touching my tool bag). I’m fortunate to supervise a good group of workers so I can concentrate on shop operations and, of course, project management.

One project that recently landed on my desk was to create a door identification standard for the college. How did this happen? Well, it started with a door prop alarm project... which led to a conversation about standardizing door numbering in preparation for the project... which led to me being assigned the task of creating a door identification standard for the campus police critical response plan.

Now you understand “other duties as assigned” a little better.

To create the numbering plan, I relied on three sources for information:

- Center for Safe School *Model Door Numbering System*
- Input from campus police
- My own fastidiousness for standardizing anything and everything I possibly can

## **Purpose of Numbering Doors**

So, what’s the big deal with identifying doors? Well, the Center for Safe Schools says, “When emergencies occur, the rapid response of emergency workers to the incident can be critical. Many schools have dozens of doors providing entrance and egress

to their buildings. During an emergency it may be necessary for responders to gain access through the door closest to the emergency scene. Numbering external doors can be extremely valuable to emergency responders and will also assist your students and staff in acclimating themselves to door locations in case of an emergency.”

So, let me ask you: Do you know the location and purpose of every door in every structure you enter? Me neither. Now you understand the importance of my little project.

## **Model Door Numbering System**

Why start a project like this from scratch? A lot has been written about active shooter response in the last 20 years, and this topic is no exception. While active shooter situations are still a statistical anomaly, they’re still horrifying no matter where they fall on an actuary’s statistical table.

To that end, my first internet search landed me at the New Jersey Department of Education webpage that contained the PDF *Model Door Numbering System* ([state.nj.us/education/schools/security/](http://state.nj.us/education/schools/security/)



resources/DoorNumbering.pdf) from an organization called Center for Safe Schools (safeschools.info). The Center has very thoughtfully provided me (and you too, if you're so inclined) much of the information I was looking for concerning door identification.

Much of the specifications cited in their model for sign lettering, low-light visibility, sizing, etc., is derived from the *International Fire Code* (iccsafe.org/codes-tech-support/codes/2018-i-codes/ifc). Even the Center for Safe Schools wasn't starting from nothing. Why reinvent the wheel when you don't have to?

### Campus Police Input

Essentially, this is a standard that will be maintained by Campus Police. I'm just researching and writing it on their behalf. Doing so without their input is virtually pointless.

The fact of the matter is that they didn't change a whole lot from the boilerplate standard I found online. I just had to confirm that they didn't want any sort of ground-level indicator preceding any numbering (e.g. "LL" for Lower Lever or "G" for Ground). Additionally, we have a few situations where multiple buildings are positioned very close to each other and connected by a hall or a link. The question that arose was whether we should consider them individual buildings or one big building. Campus Police wanted them considered one large building in these instances, which makes sense since the buildings in question are essentially managed as one big building by other offices on campus.

### My Own Fastidiousness

Well, for those of you who know me, you already know how, um, organized I am. Some would call it picky. Some would call it finicky. Some would call it a mildly

**"Do you know  
the location  
and purpose of  
every door in  
every structure  
you enter?  
Me neither."**

derogatory term not fit for print in the pages of a fine trade publication such as *Keynotes*. Regardless, I freely admit to being highly organized almost to the point of compulsion. But when you work as an in-house locksmith, that's not necessarily a bad thing.

I have taken to heart the real estate mantra of "location, location, location." I've skewed it to reflect my own needs, altering it to "standardize, standardize, standardize." I pretty much have a form of some sort for every process in my office: key records, vendor payment, key assignment, me *actually* having the audacity to take time off, creating purchase orders, etc. You want campus operational standards? I got them, too: master key assignment standards, building access assignment, supervisor master key box usage, temporary key assignment, hardware standards for new construction and renovation, etc.

My point being that, for whatever reason, I am uniquely suited to creating standards, not exclusively because of my nearly 30 years' experience in the security industry (although it certainly helps) but because I'm just good at it. Creating the door identification standard for our campus just falls right in line with a personality trait of mine. Sometimes I just have to roll with it because of how my brain is wired.

### Highlights of Standards for Low-light Conditions

Once equipped with the information I needed (and the oddly wired gray matter between my ears) I was prepared to create standards. Below are some examples of what I modified to suit the needs of the college.

#### Exterior Number Sizing

The Center says...

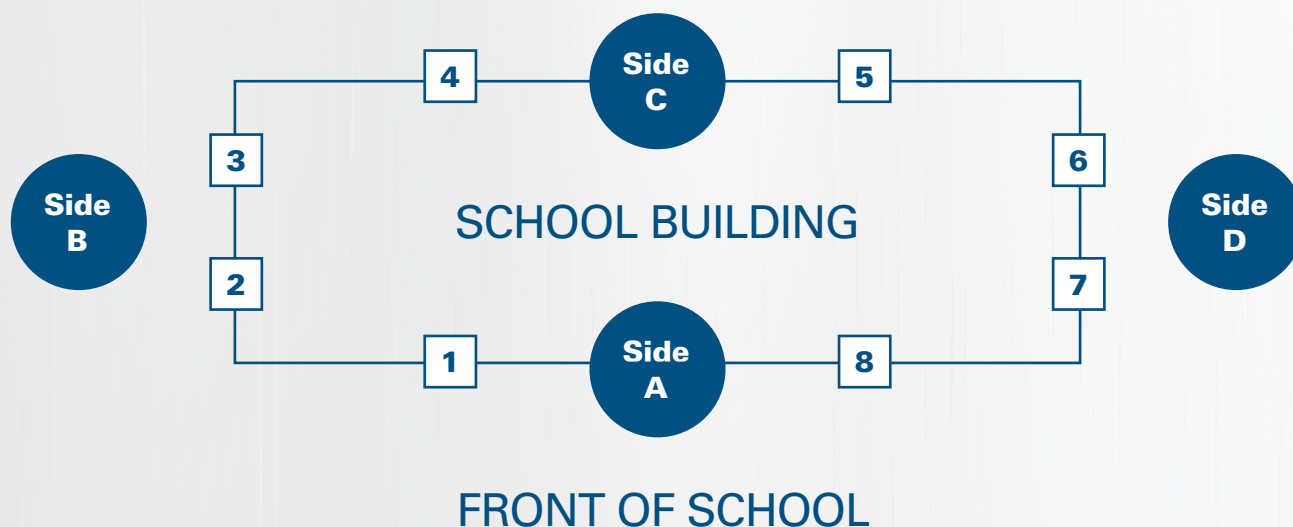
All numbers should be the correct size in correlation with how far from the street (the building is):

- Structures up to thirty-six (36) feet away: numbers are a minimum of four (4) inches high and a minimum of one-half (0.5) inch stroke width
- If the structure is thirty-six (36) to fifty (50) feet away: numbers are a minimum of six (6) inches high and a minimum of one-half (0.5) inch stroke width
- When the structure is more than fifty (50) feet away: numbers are a minimum of nine (9) inches high and a minimum of one (1) inch stroke width

I say...

- Numbers/letters shall contrast with their background and be of Arabic design (Example: 1, 2, 3, etc.).
- Retro-reflective material shall be used for visibility in low-light or smoky conditions.
- Signs will be constructed from a durable, weather- and vandal-resistant material.
- Identification numbers will be a minimum of nine (9) inches high and a minimum of one (1) inch stroke width.
- Exterior doors identified as "NO ACCESS" shall have wording with a minimum of four (4) inches.

For the needs of Campus Police, as well as for clarity, I combined parts of two or three relevant sections in this one section.



**Responders typically identify the front of the school as "Side A"**

**Figure 1.** Numbering external doors can be extremely valuable to emergency responders and will also assist your students and staff in acclimating themselves to door locations in case of an emergency. *Photo courtesy of Center for Safe Schools.*

### Numbering Sequence

The Center says...

- All exterior doors that allow access to the interior of the school should be numbered in a sequential order starting with the main entrance (office door/public entrance).
- The main entrance should always be #1. Subsequent doors will be numbered in sequential order in a clockwise manner.

I say...

- All exterior doors that allow access to the interior of the building should be numbered in a sequential order starting with the main entrance.
- The main entrance should always be identified as door number "1". Subsequent doors will be numbered in sequential order in a clockwise manner.
- Association with the level where a door is located shall not be taken into consideration as a part of the identification system. (Example: G for Ground, LL

for Lower level, etc, shall not be used.)

- Exterior doors that do not provide access to the interior of buildings shall be identified with the wording "NO ACCESS."

Again, more editing on my part to create the standard Campus Police wants. You can also see where I incorporated information about ground-level association (or lack thereof) of door locations, per the wishes of Campus Police. That's the whole point of personalizing readily available standards: To suit the needs of your particular institution. Existing standards are a great place to start.

### Is the Standard Now a College Standard?

As of this writing, the proposed standard hasn't been officially adopted by the college. But the lieutenant was pleased with the first draft. To quote L.T., "Actual progress. I can't believe it."

This is a project that's been a fond wish of Campus Police for years. It's in danger of actually becoming a reality. But state government will move at the speed of state government. As I'm apt to say regarding projects of this size: baby steps. ☺



**Vernon Kelley, CFDI, CFL, CPL, CMIL, ICML, IFDI, LSFDI**, has been involved in the locksmith and security industry since 1989, and is a licensed locksmith in the

state of New Jersey. A noted instructor and editor, he's co-author of the book "Institutional Lock Shop Management." Vernon has served on the ALOA board of directors, and he is currently the first trustee of ALOA Institutional Locksmiths and director for the ALOA Scholarship Foundation. A recipient of the prestigious Lee Rognon Award, as well as the Robert Gress Award, Vernon is the Supervisor of Access Control at The College of New Jersey.





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# *The* **Great** **DIVIDE**

Close the gap between front-line institutional locksmiths and the administration through physical security acumen and changing security culture through education.

**By Steve B. Fryman, CRL, CAI, CISM**

**I** RECOGNIZE THAT THERE ARE MANY THINGS THAT CAUSE DIVISIONS IN THE world. When we talk about class, race, status or other such things, we understand those kinds of divisions. The issue of division that I am referring to in this article relates to the separation that is prevalent between front-line workers and the administration

Last summer, I taught two classes at the 2018 ALOA Convention. Both classes had institutional locksmiths in attendance, and clearly across the board there were feelings of anger and frustration toward our administrations. I asked how they referred to “the higher-ups,” and everyone had a response! This should have not been surprising to me, as both institutions I have worked at made reference to the “The Folks Across the Hall” or “The People Up the Hill.” These were not terms of endearment. Some of the other references were “The People Outside the Fence” and “The Seven Hundred Club.”

I expressed that we all had reason to feel frustrated, but not alone. So, let’s come up with some solutions to take home with us. The sharing was amazing, and the class drew incredibly close to one another because we recognized we were all fighting the

**“It was very therapeutic for the students to express their feelings and take part in a discussion with like-minded people — that’s why we attend ALOA conventions.”**

same battle.

It always comes down to the why. Across the board, all institutional locksmiths who attended the classes agreed.

# The Great Divide

## Across the Hall



## Up the Hill



At the institutions the author has worked at, the institutional locksmiths often referred to those in administration as “The Folks Across the Hall” or “The People Up the Hill.”

The administration did not have a clue what it took to carry out the mandate to protect life and property. It was evident by the kinds of questions asked and the funding that was being allocated in the budget that the institutional locksmiths were grossly understaffed.

As the classes progressed, each person was able to identify what caused them the most frustration. It was very therapeutic for the students to express their feelings and take part in a discussion with like-minded people — that’s why we attend ALOA conventions. I had a repeat student who gained new understandings from fellow students who did not attend ALOA 2017.

Classes like the The 3 Ps of Physical Security are different every time because you gain understanding from others doing the same things institutionally while we pose questions. How do we close the gap in this great divide? Is it possible to close the gap? What will it take? These are all questions worth spending mind time on.

## An Experiment

I would like to share an experiment I tried during a training I presented to a medium-sized university in North Carolina. This group needed some CEU credits, and I was asked by the sponsor of the event to present on physical security acumen. There were six round tables with eight people per table. I then paired tables 1 and 2, 3 and 4, and 5 and 6.

I handed out puzzle pieces in plastic bags that were to be worked by the pairs by team. What I did not tell them was that I mixed up the pieces; each had pieces the other would need to complete the task. For each to be successful, they would need to collaborate. It was very exciting to watch.

I truly believe if we can educate and train our administrators about physical security, we will be able to narrow the gap and bring about collaboration as my experiment did. Yes, this will be a slow change — as we are working for institutions that move at a snail’s pace —

but slow progress is progress nonetheless. The wheels of the institutional world turn slowly.

The ability to protect life and property is our core reason for being at the institution. As such, it is a terrible feeling to be tasked with this job and not be adequately equipped to carry it out. Both sides will need to work toward the middle to close the gap. ☺



**Steve B. Fryman, CRL, CAI, CISM**, has worked in the physical security field for more than 40 years. Now working as the key shop manager at Florida State

University, he previously served as an institutional locksmith at the University of Florida and in the private sector with his own locksmith business. He developed the first curriculum and testing for the Certified Institutional Shop Manager designation, making him the first recipient of this credential.

# KABA® POWERPLEX 2000 SERIES *Part 1*

**Sal Dulcamaro** begins this multi-part series about installing, maintaining and programming the PowerPlex 2000 lock with inside assembly instructions.

**M**Y FIRST ARTICLE IN *KEYNOTES* IN MANY YEARS — ABOUT institutional locksmithing — was published in January 2018. I had been a commercial locksmith for about 39 years before switching to institutional locksmithing. I had just spent over 20 years as a writer for *The National Locksmith* magazine before it shut down operations in October 2017. At the time, I expected that I'd be writing regularly for *Keynotes*, but things don't always happen the way you expect. My kids introduced me to a show on Netflix whose title might be explanatory for how 2018 started for me (and then continued past mid-year): "A Series of Unfortunate Events."

My faithful 2006 Grand Caravan met its retirement very early in the year after 195,000

miles. I know for many that's not much, but it's the longest I've kept a vehicle and by far the most miles I've ever put on one. Then, my previously faithful laptop started acting strange every time I used it. Finally, the cruellest unfortunate event happened in April, five days after my 60th birthday. My birthday passed — without any unwanted surprise parties to mark the milestone — and it seemed, thankfully, that nobody realized I had turned 60. Then, five days later, I got the worst birthday present I ever received: I had a stroke.

The night before, I felt perfectly fine. Then I woke up 4:30 a.m. Monday morning feeling odd. It's hard to explain, but I felt a bit off balance and out of sorts. It occurred to me that I might be having a



stroke, but I didn't have the left-side facial droop I always heard about. I looked online, and some, but not all, of the stroke symptoms seemed to apply. I got ready for work and drove about 20 miles to get to the hospital where I worked. I felt very odd while driving, but I got to work safely. After walking to my work station — on the other end of the hospital from where I park — I told coworkers that I felt a bit odd. They suggested I walk to Emergency to get checked out. Working at a hospital can be very helpful when you have health issues.

I underwent numerous tests and scans. After a few hours, they told me that they found signs of a stroke on the left side of my brain and asked if I had any specific issues on the right side of my body (it would be two to three days before I actually felt anything). I was admitted, and before the end of the day, I could no longer walk unassisted and had slurred speech. I felt total body fatigue, was extremely weak and very off balance.

I spent two weeks in the hospital. I am right handed, but after a few days I noticed my right side was much weaker than my left, which is unusual for me. After the first week, I was switched to a room on the rehab floor and started daily physical, speech and occupational therapy. The first few days I walked awkwardly with a walker. When they switched me to a cane on the third day, it took so much concentration to coordinate what foot moved along with the cane that I asked to walk unassisted instead. It was less than perfect, but I felt better. After a few days, they let me walk up and down stairs. I was making good progress.

After a few more days, a therapist asked if I wanted to walk around the hospital. Because my job takes me to virtually every corner of the hospital, I knew so many people, and it boosted my spirits

**“Among the good features of the PowerPlex is that it is field serviceable and can be handed left or right quickly and easily.”**

to visit with them. By the end of the second week, I was walking sufficiently to be discharged.

I spent the next two and a half months doing outpatient therapy. I had initially been told that it would be three to six months for recovery. I couldn't see how I could ever get back to normal with the way I was feeling, and this scared me. So, I put it out of my head and decided to believe their recovery timetable. I figured that they had more experience with strokes than I did, and it would only be more depressing if I didn't expect to recover. I hoped it would be closer to three months than six.

After three and a half months, I was cleared to go back to work without restrictions. As I'm writing this, I have been back to work for nearly a month. I am not 100 percent recovered, but darn close. I feel more tired at the end of each day, but that could potentially be blamed on returning to work with more than 80 work orders waiting for me. I'm running around like a mad man trying to catch up. This was a life-changing experience, and it makes you look at life a little differently. I expect to be writing for *Keynotes* quite regularly now.

## **A New Perspective on the PowerPlex**

I finished my writing at *The National Locksmith* in the middle of a multi-part article on the PowerPlex lock from KABA. It is an electronic push-button lock that requires no batteries and has a built-in power generator.

I'm restarting the article series here because if I started where I left off, the only people who would know what was happening would be those who also previously subscribed to *The National Locksmith*. For those who read the earlier installments, there will be a certain amount of overlap. There will, however, be a different perspective and many additional details that weren't originally covered.

Let me backtrack. When I started my original article series, I explained my experiences over about a year and a half installing and maintaining the PowerPlex lock. At that point, I described a lock that seemed nearly flawless. I had still been waiting for signs of potential problems with the lock. Well, since then, those flaws and problems have revealed themselves. I'm not saying that what appeared to be a nearly perfect lock is now garbage. I'm just saying that this very good lock has some flaws that you should be aware of. I will follow a similar sequence starting with sub-assembly and installation, followed by programming. The final issue of *The National Locksmith* had a teaser at the end of my article saying that programming of the lock would be covered next, but that of course never happened. I will resolve that situation with an installment on programming later in this article series.

The first few articles on installation will cover more depth to the lock installation, including some variations, references to other versions of the PowerPlex lock and some of the problems you might encounter with certain door preps.

## The PowerPlex 2000

I got involved with the PowerPlex in a big way when, at the hospital, we were looking for an alternative push-button lock in grade 1 that didn't require batteries. We pretty much thought that would be a mechanical rather than an electronic lock. There were lots of mechanical push-button locks, but not many in grade 1. We found one, but it had to accept a Best 7-pin core. We tried three times and couldn't get it to work, so I finally gave up on it.

The PowerPlex wasn't what we were

originally looking for, but it fit our criteria pretty well with extra versatility, being electronic rather than only mechanical. Mechanical push-button locks can only hold one combination at a time, while electronic versions will hold multiple codes. We only wanted mechanical push-button locks originally because we didn't want to have to change batteries constantly on potentially hundreds of locks. The PowerPlex has a built-in generator that powers up the lock when you turn the exterior lever handle.

Among the good features of the PowerPlex is that it is field serviceable and can be handed left or right quickly and easily. Although most of our locks only have a single code programmed, we have used the capability of multiple user codes in a few applications. The first locks of this kind I mostly pre-assembled, programmed and installed. When we started installing hundreds of these locks throughout the hospital, I only pre-assembled and programmed the locks while the carpenters installed them.



**Figure 1.** The keypad of the lock is like a telephone keypad. It has 10 numerical digits and the "\*" and "#" keys for programming. There are two LEDs at the top of the keypad. The lock core (or lock cylinder in the non-IC versions of the PowerPlex) acts as a mechanical key override.



**Figure 2.** When I prepared the locks for the carpenters to install, I'd hand the lock, install the core and program it. Here is the lock unhandled.



**Figure 3.** A special notched tool points to the handle retainer extending below the drive tube.



**Figure 4.** A cross-shaped part shows in the middle of the drive tube. That part will be rotated with the special tool to engage and disengage the retainer.



**Figure 5.** You can see how the shape of the notch can engage the cross-shaped part, and you either rotate it clockwise to extend the retainer or counterclockwise to release it.



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**Figure 6.** I am engaging the tool over the part in order to rotate the part.



**Figure 7.** I am rotating the part clockwise to allow the retainer to be pushed upward to accept the lever handle.



**Figure 8.** With the part fully rotated clockwise, the retainer is movable and can be pushed upward to accept the handle.



**Figure 9.** In this case, the handle was set as left handed, but it could have just as easily been handed right.



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**Figure 10**



**Figure 11**

**Figures 10 and 11.** The tool now rotates the cross-shaped part fully counterclockwise to fully engage and secure the handle onto the retainer.



**Figure 12**



**Figure 13**

**Figures 12 and 13.** Then, it must be rotated slightly clockwise to allow alignment of the core with the cross-shaped part.



**Figure 14.** Shown is a back view of a core and the thicker 6-pin core tailpiece adapter at the left and the thinner 7-pin core tailpiece.



**Figure 15.** This being a 7-pin core, the thinner tailpiece adapter is used.





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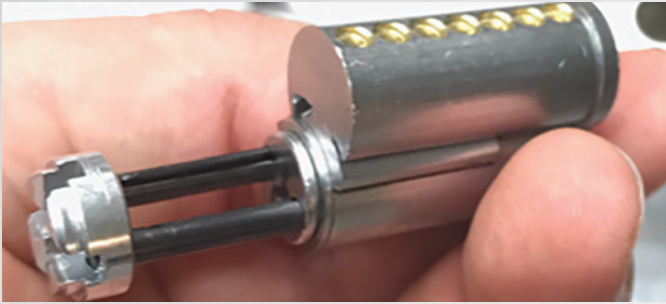
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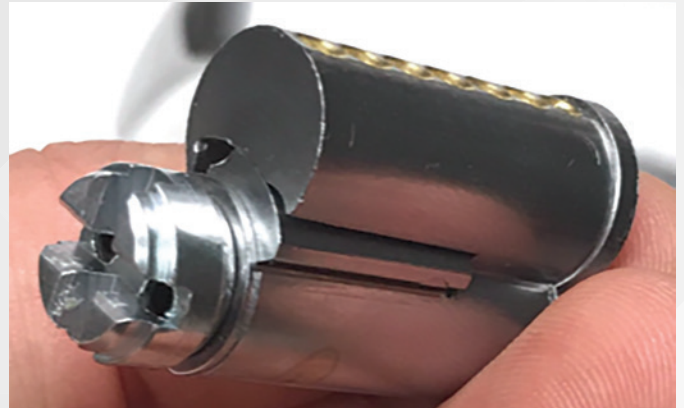
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**Figure 16.** The drive pins of the tailpiece are pushed into the holes at the back of the core. I hadn't mentioned it in the previous article series because I had not seen the problem at that time, but we have had a few of the drive pins of the tailpiece adapter break off. I'm not sure the cause, but you should keep extra tailpiece adapters on hand in case one breaks or gets lost.



**Figure 17.** You can see the tailpiece adapter engaged to the core itself with the locking lug extended.



**Figure 18**



**Figure 19**

**Figures 18 and 19.** Turning the control key 15 degrees clockwise will draw in the lug (*Figure 18*) and allow you to place the core into the housing (*Figure 19*).



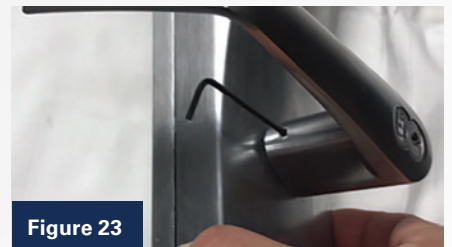
**Figure 20.** Once the core is all the way into the housing, you can turn the control key counterclockwise to extend the locking lug and hold the core within the housing.



**Figure 21.** An important part of the pre-assembly is done, but there is bit more to go.



**Figure 22**



**Figure 23**

**Figures 22 and 23.** A small Allen wrench included in the screw package (*Figure 22*) is used to tighten the setscrew in the neck of the lever handle (*Figure 23*).



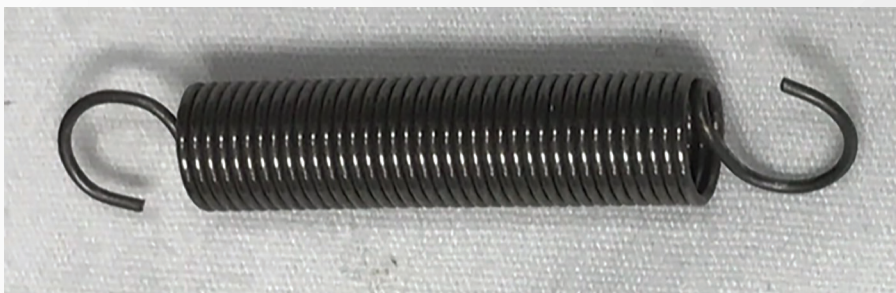
**Figure 24.** The cylindrical drive unit allows the lock to use a conventional cylindrical grade 1 latch. This interacts with the exterior handle assembly in conjunction with the square-shaped spindle.



**Figure 25.** This part comes from the factory left handed but can be quickly and easily converted to right hand by turning it around and removing the two exposed Phillips-head screws. The metal plate can be reversed up for down and the screws reattached in the opposite holes.



**Figure 26.** The gripper part that engages the latch can be seen from the side view. The interior handle assembly has to be handed too. It also can be either left or right handed.



**Figure 27.** A small but durable spring provides the return action when the inside handle is pushed down to open the door. Like the adapter tailpieces, it will be a good idea to keep a few extra springs. Not because they are flimsy and break, but because they are small and easily lost. If you lose this spring, you won't be able to complete your installation unless you can borrow one from another package.



**Figure 28.** The spring is being attached on the right side of the unit to make it left handed. Putting the spring on the left side makes it right handed.





Figure 29



Figure 30



Figure 31

**Figures 29–31.** One end of the spring is hooked into the hole at the bottom of the plate (Figure 29) and stretched upward (Figure 30) until you hook it into the stop plate (Figure 31).



**Figure 32.** The inside assembly is ready to install. Our next step is to drill the holes. To be continued. 🌀



**Sal Dulcamaro** started out in locksmithing in 1975 at age 17. He first practiced as a commercial locksmith before becoming an institutional locksmith in May 2014 for a large hospital. He has been a technical writer for more than 30 years, with more than 300 magazine articles published. He previously served as a contributing editor and a technical editor for *Reed's Security Reporter* magazine and a senior writer for *The National Locksmith*.

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# Get Your Motor Running

**Tony Wiersielis, CPL, CFDI**, discusses the conversion of non-electrified Precision Hardware panic devices to MLR devices and card readers at a school.

**T**HIS MONTH, I'M GOING to show you an upgrade we did at a school in New Jersey. This was a conversion of non-electrified Precision Hardware panic devices — with BASIS trims as their access control — to MLR devices and card readers.

Before I begin, let me explain the who's who and what's what of what I just wrote, starting with BASIS and finishing with MLR.

BASIS is an acronym for Best Access Systems Integrated Solutions. This is a stand-alone, battery-operated, offline series of locks and trims. They can be used



Figure 1



Figure 2

**Figures 1 and 2.** These images show a panic device trim, front and back. The black box above the bar in *Figure 2* holds the battery and the port used to upload and download to the lock or trim.



with magnetic swipe cards, prox cards or a combination of swipe and keypad (dual validation). No wiring or network is required, making the product easy and inexpensive to install while offering comprehensive access control.

Figures 1 and 2 show a panic device trim, front and back. The black box above the bar in Figure 2 holds the battery and the port used to upload and download to the lock or trim. I'm pointing to the port in Figure 3. If you were using a cylindrical or mortise version of this, the port would be on the bottom of the outside escutcheon. Cylindrical and mortise escutcheons look similar to the panic trim in Figure 1.

The system works like this: The BASIS software is loaded onto a computer, where all administration will take place. Locks are grouped in "access panels" within the system, usually one building or area per panel. Access levels are established and doors and users are added, as well as any time zones that might be used.

Here's a typical, basic use of access levels and time zones at a school district with an elementary school, middle school and high school. Each school would be an access panel in the BASIS system with a list of the doors and locks (readers) within it.

Using the high school as an example, let's say there are 10 outside doors with BASIS on them. The gym and the locker room from which the football players go onto the field are at the back of the building. Most of the teachers come in through the front door, but because the building is large, others go through selected side doors to get to their classrooms.

An access level of 24/7 might be set up so that the principal will have access to everything all the time in that school. Anybody who needs this level of access can be included in that access level. Locks are added to an access level, and then the access level can be added to the user's profile



**Figure 3.** The author is pointing to the port.

instead of adding each individual lock.

Another access level could be the head of maintenance in "24/7 maintenance," which allows him access to everything but the principal's office. Another might be for the football coaches that only allows them access through the gym and locker room doors, called "Coach's." If the coaches are only allowed access after school, their access level would include a time period from 2:30 p.m. to 7:00 p.m., for example.

Once a BASIS system is set up, it's run from the computer where the software is lo-

cated. Cards are encoded, and any changes to any reader — such as adding and deleting users — are done at the computer and then downloaded to a flash drive. In the past, you would've downloaded directly to a PDA (personal digital assistant).

Because the readers are offline, you use the flash drive to take the information to the lock/reader. This is done using a netbook that's set up with the transport software to do it and the cable that fits into the port (shown in Figure 3).

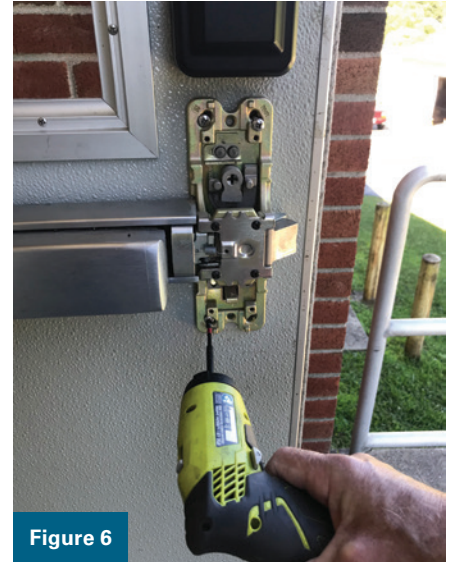
With the flash drive in the netbook and the cable connected to the reader,



**Figure 4.** The author is removing the end cap screws.



**Figure 5.** This image shows the end bracket and how the wire passes through it.



**Figure 6**

**Figures 6 and 7.** The author is removing one of the four screws that connect the outside trim to the inside head of the bar.



**Figure 7**



**Figure 8**



**Figure 9**

**Figures 8 and 9.** The author is pulling the end of the bar off the end bracket and the wire.

you can upload the new information to it, download a history of activity, check the battery levels and do diagnostics if there's a problem. Once you're back at the computer, the flash drive uploads the history to the BASIS software, which allows you to print an audit trail.

Let's suppose one of the coaches in our high school retires and a new one is hired who needs access to the two doors at the

gym. At the computer, the old coach is deleted, and the new one is added. The notebook is taken to the gym doors, the new information is uploaded and the job is done.

A few more words on BASIS. You've probably figured out that all decisions about granting or denying access are made at the reader, based on what's been uploaded. On the mortise and cylindrical locks, the outside escutcheon connects

to motors in the locks to open them. On the panic devices, the lever is released by a motor in the outside trim.

MLR is an acronym for motorized latch retraction on PHI panic devices. Before this was developed, ELR (or electric latch retraction) was used on these devices. The benefit of MLR over ELR is the motor requires much less of an inrush of current than does the solenoid in an ELR. As a



result, the distance from the power supply to the bar can be further than with an ELR. Also, an MLR in fail-safe — but being held in the open position — generates a lot less heat than an ELR.

### The Job

Our job at this school was to retrofit standard PHI bars to MLRs and wire them. Somebody else had installed them; we were just finishing the job after someone changed his/her mind. This entailed removing the bars, discarding some parts and adding others, including one that required significant modification to work.

Let's start with the removal and disassembly of the panic bar (*Figures 4–9*). *Figure 4* is removing the end-cap screws, and *Figure 5* is the end bracket showing how the wire passes through it. *Figures 6 and 7* show the removal of

**“The benefit of MLR over ELR is the motor requires much less of an inrush of current than does the solenoid in an ELR.”**

one of the four screws that connect the outside trim to the inside head of the bar and a view of the finger lift that retracts the latch when using an active trim such as BASIS or Wi-Q.

*Figures 8 and 9* show me pulling the end of the bar off the end bracket and the wire, which we will connect later. In this case, they didn't leave much wire. I've said before that I like to leave a “service loop” so the next guy can work on the bar without having to hold it up to do so. They didn't do that here, but we compensated by leaving extra wire coming off the MLR motor later.

I wrote about this before, but I'll explain it again here. The idea of a service loop is to leave enough wire so that you — or somebody else — can pull the device out enough to be able to work on it or at least put it down to disconnect the wires, if need be. With a panic bar, that might mean putting the head of the bar on the floor and leaning the tail end against the door. Holding a heavy panic bar with one hand and disconnecting the wires with another isn't fun.



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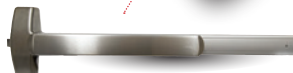
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**Figure 10.** The author is removing the two screws that hold the bar cover to the head of the bar.



**Figure 11.** The cover is removed, and the red circle shows the hole for the Allen wrench used to dog the bar open.



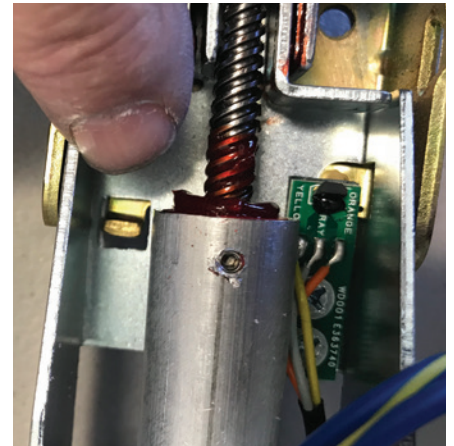
**Figure 12.** The back of the bar is behind the dogging device. The two circles are the two E-clips that hold it on, one of which has been removed.



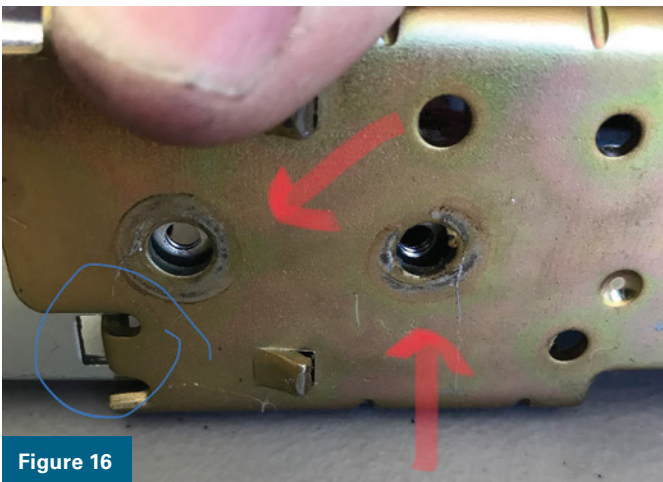
**Figure 13.** Shown are the removed parts that make up the dogging device.



**Figure 14.** The blue circle shows the hooked end of the MLR being placed behind the L-shaped piece.



**Figure 15.** The author is pointing to a tab that's on the bar itself.



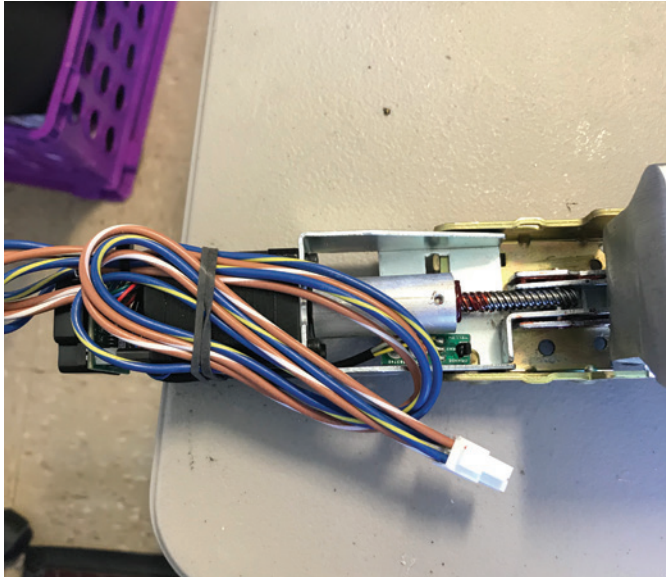
**Figure 16**



**Figure 17**

**Figures 16 and 17.** In *Figure 16*, the two red arrows are the screw holes that attach the MLR to the bar, and *Figure 17* shows the screws installed.





**Figure 18.** The MLR is completely installed.

Back to the story. With the bar turned over, I'm removing the two screws that hold the bar cover to the head of the bar (*Figure 10*). *Figure 11* shows the cover removed, and the red circle on the cover shows the hole for the Allen wrench used to dog the bar open. More on that later.

*Figure 12* shows the back of the bar behind the dogging device. The two circles are the two E-clips that hold it on, one of which has been removed. That piece is on the table just above the right circle. The arrow to the left points to the part that is still attached. *Figure 13* shows the parts I removed that make up the dogging device.

*Figure 14* shows the bar on its side and the MLR being inserted into the tail end. The blue circle shows the hooked end of the MLR being placed behind the L-shaped piece. The hooked end is what will pull back the carriage the push bar is attached to and draw it into the bar — as though someone pushed it — retracting the latch.

In *Figure 15*, I'm pointing to a tab that's on the bar itself. The MLR fits over it to hold it in place. *Figure 16* shows the same tab from the back of the bar. The two red arrows are the screw holes that actually attach the MLR to the bar, and *Figure 17* is the screws installed. *Figure 18* shows the MLR completely installed and the copious amount of wire provided with it. This will provide the service loop when we're done.

You see a connector on the end of the MLR wire. We customarily cut that off. In fact, I haven't had a situation yet when we've used it. There are two blue wires and two brown and white wires. The blue wires are for "latchbolt feedback," which we weren't using, and the brown and white are power.

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Figure 19

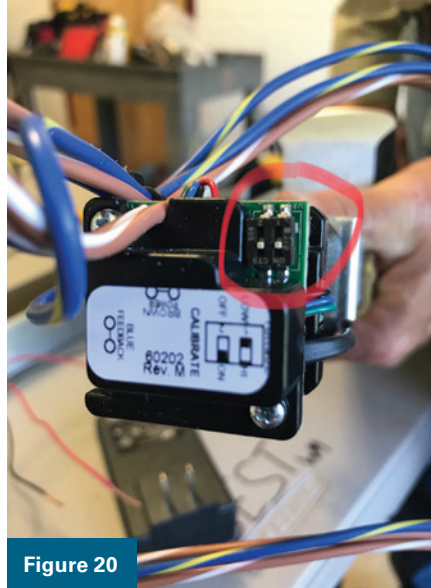


Figure 20

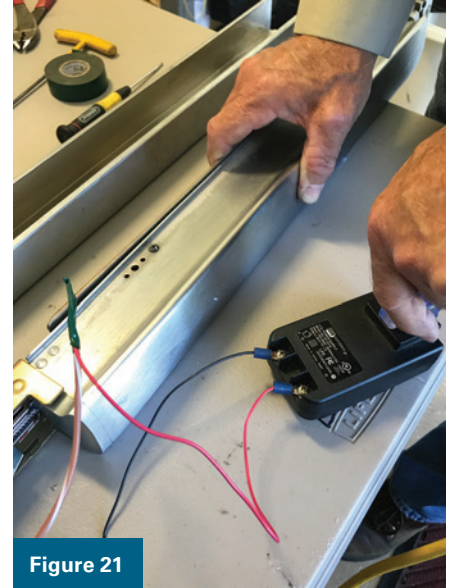


Figure 21

**Figures 19–21.** To calibrate how long the motor runs to fully unlock the bar, a 24 VDC power supply (Figure 19) and two pieces of wire are required. Figure 20 shows the dip switches used in this operation. Figure 21 shows the procedure.

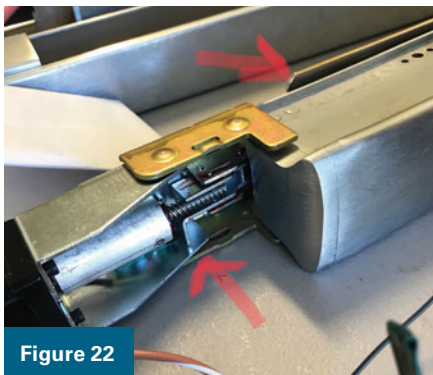


Figure 22

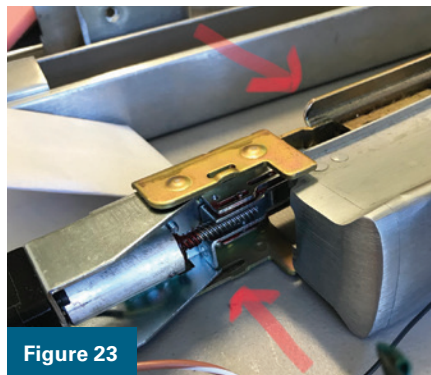


Figure 23

**Figures 22 and 23.** The top arrows show the position of the touch bar and the bottom arrow the position of the MLR carriage that pulls the touch bar down.

**“Holding a heavy panic bar with one hand and disconnecting the wires with another isn’t fun.”**



Figure 24

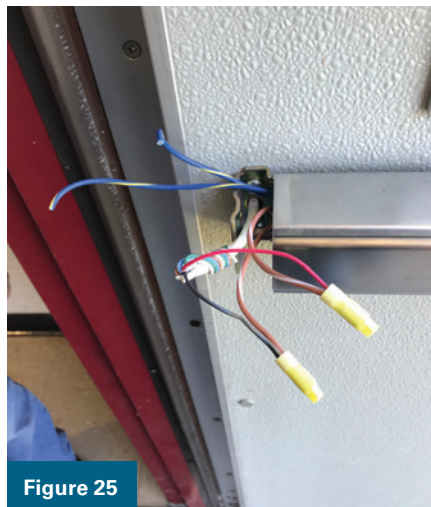


Figure 25



Figure 26

**Figures 24–26.** These images show the reinstallation sequence of events at the tail end of the bar, ending in the wires neatly tucked in.





Figure 27



Figure 28

**Figures 27–28.** These images show the rear cover of the panic bar in two views, with the existing cover on the bottom and the blank replacement cover on top.



Figure 29



Figure 30

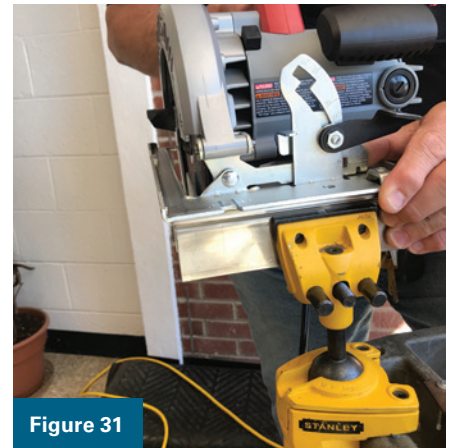


Figure 31

**Figures 29–31.** These photos show the cover marked and in a swivel head vise, the Skilsaw with a Diablo cutoff blade, and the author getting ready to cut it.

Before we put the bar back together, we need to calibrate how long the motor runs to unlock the bar fully. For this, we need a 24 VDC power supply (Figure 19) and two pieces of wire. Figure 20 shows the dip switches used in this operation.

Here's the procedure. With the power supply unplugged, attach it to the two brown wires. Slide the "calibrate" dip switch to the "on" position and turn the bar on its side. Depress the bar fully, and then apply power. Keep it depressed until you hear six beeps. All of this is shown in Figure 21. After the six beeps, let go of the bar and turn off the calibrate switch. We usually take off and apply power a few times to test it after that.

Figures 22 and 23 show the MLR and

the touch bar in the locked and unlocked positions. Compare the pictures and you'll see the top arrows show the position of the touch bar and the bottom arrow the position of the MLR carriage that pulls the touch bar down. Notice the screw coming out of the motor. One of the benefits I forgot to mention is that the MLR is much quieter than an ELR, which retracts the latch with a loud noise. The screw is the difference.

Reinstalling the bar is simple and the reverse of removing it, so I'm not going to get into that. Figures 24–26 are the sequence of events at the tail end of the bar ending in the wires neatly tucked in. The only thing left is the cover.

The next pictures are out of sequence,

but they show what was involved in the significant modification I mentioned earlier. Figures 27–28 show the rear cover of the panic bar in two views, with the existing cover on the bottom and the blank replacement cover on top. The large hole was for a key-operated dogging; some of the bars had only a small hole for manual dogging. Either way, we couldn't have a hole over the MLR.

Figures 29–31 are the cover marked and in a swivel head vise, the Skilsaw with a Diablo cutoff blade, and me getting ready to cut it. Take a close look at the vise in Figure 31. This thing is worth its weight in gold. It's clamped to the handle of a Rubbermaid cart, but because the handle is hollow on the bottom, you need to put





Figure 32



Figure 33

Figures 32 and 33. Shown is the cut edge of the cover.

a piece of flat steel or plywood between the screw and the cart to keep the vise steady and tight.

We use a number of different ways to cut these bars. This is the first time I used this saw, and it cut pretty fast. I cut at least five of these without losing too much of the wheel to the stainless steel. The other tools we've used to cut them are die grinders, portable bandsaws and—in the worst cases—Dremels and hacksaws. *Figures 32 and 33* show the cut edge of the cover, which I cleaned up with my band-file. ☺

### Parting Shot



**Figure 34.** I recently did a job down the shore in Atlantic City, N.J. This photo was taken a few towns over in Margate. This is Lucy the Elephant—built in 1881—the oldest roadside tourist attraction left in America. I haven't been inside, but I believe there are some gift shops in it.

If you ever played Monopoly, the streets are named for nearby Atlantic City streets. In fact, the next town over from Lucy is Ventnor, one of the yellow streets on the game board.



**Tony Wiersielis, CPL, CFDI,**

has more than a quarter-century of experience and has worked in most phases of the trade throughout the New York metropolitan

area. He was named *Keynotes* Author of the Year for 2016.



# ALOA

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# Membership Application

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Date of Birth (required) \_\_\_\_\_ Place of Birth \_\_\_\_\_ Social Security # (required) \_\_\_\_\_

US Citizen? ☐ Yes ☐ No If No, citizen of what country? \_\_\_\_\_

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## PROFESSIONAL INFORMATION

Please check the description that best describes you (check all that apply)

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| <input type="checkbox"/> Electronic Security | <input type="checkbox"/> Security Professional | <input type="checkbox"/> Mechanical Door Locks & Hardware |
| <input type="checkbox"/> Institutional       | <input type="checkbox"/> Safes                 | <input type="checkbox"/> Investigative                    |
| <input type="checkbox"/> Other _____         |  |   |

Are you licensed to perform Locksmith/Access Control work in your state? ☐ Yes ☐ No If Yes, License # \_\_\_\_\_

Business License # \_\_\_\_\_ EIN # \_\_\_\_\_

Any other license held by applicant (Contractors Lic., Low Voltage) \_\_\_\_\_

Any other states you do business in and licenses held in those states \_\_\_\_\_

List all phone numbers used by your company/companies: \_\_\_\_\_

Number of Employees \_\_\_\_\_ ☐ Store Front Business ☐ Mobile Only

How did you learn locksmithing/access control? \_\_\_\_\_

How long have you worked in the locksmithing/security industry? \_\_\_\_\_

ALOA member Sponsor Name/Who introduced you to ALOA?

Sponsor Name (Required) \_\_\_\_\_ ALOA Number \_\_\_\_\_ Years known \_\_\_\_\_

Have you ever been a member of ALOA before? ☐ Yes ☐ No If Yes, when? \_\_\_\_\_ ID #, if known \_\_\_\_\_

Are you a member of any local locksmith association? ☐ Yes ☐ No If Yes, name of association: \_\_\_\_\_

Give the names and phone numbers of two industry-related references:

Name \_\_\_\_\_ Company \_\_\_\_\_ Phone Number \_\_\_\_\_

Name \_\_\_\_\_ Company \_\_\_\_\_ Phone Number \_\_\_\_\_

**IMPORTANT:** Have you ever been convicted of a felony? ☐ Yes ☐ No If yes, please give details on a separate sheet.

All convictions are reported to the Advisory Committee for review.

A routine background check is performed on all new applicants, unless you live in a State in which passing a background check is a part of the licensing requirements. Non-US citizen background checks are required. If you live in a country that does not allow third party background checks, you will be required to submit an authentic report upon request (no copies/duplicates allowed) before final membership approval can be granted. A copy of your business permit/license, license number, business card, company letterhead or suitable proof of employment in the locksmith/access control business must accompany application.



## TYPES OF MEMBERSHIP AND REQUIREMENTS

Check only one box from the categories listed below:

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Persons actively engaged in the locksmith/access control industry for a minimum of two years and have achieved one of ALOA's recognized program designations.

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| <input type="checkbox"/> International         | \$260 | <input type="checkbox"/> I elect to Go Green | \$190 |

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Any institutional locksmith not using his/her work address must submit a letter from employer stating that you are an institutional locksmith.

## DUES AND FEES

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Australia, Bahamas, Barbados, Belgium, Belize, Bermuda, China, France, Haiti, Philippines, UK .....	\$210
Israel, Korea, Papua New Guinea, Saudi Arabia, United Arab Emirates .....	\$360

Applicants from countries not listed must submit background check and report from local Law Enforcement with application.

## FINAL CHECKLIST

- |   |       |
|---|-------|
| <input type="checkbox"/> Required Proof of Employment in Industry | _____ |
| <input type="checkbox"/> Annual Dues Amount                       | _____ |
| <input type="checkbox"/> Application Fee                          | _____ |
| Total Amount Due  | _____ |

## METHOD OF PAYMENT

- ☐ Check   ☐ MasterCard   ☐ Visa   ☐ American Express   ☐ Discover

Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_ SEC \_\_\_\_\_

Print Name on Card \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

I understand and consent that in the course of reviewing this application ALOA may review publically available information for the purpose of verifying the information submitted and do a background check.

I certify that all statements are true and, if accepted as a member, I agree to abide by the rules, regulations, and Bylaws of ALOA, and further agree to adopt the Code of Ethics of ALOA as my own, and adhere to it to the best of my ability. Should my membership be discontinued, I agree to return my membership card and cease use of all ALOA insignia.

Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

Dues, Contributions, Gifts are not deductible as charitable contributions for Federal income tax purposes. Dues payments are deductible as an ordinary and necessary business expense. However, please note that the Legislative Assessment Fee and donations made to the Legislative Action Network ARE NOT deductible as a charitable gift or business expense.

### Return to:

ALOA, 3500 Easy Street, Dallas, TX 75247  
Fax (214) 819-9736 • Email: [membership@aloea.org](mailto:membership@aloea.org)

# Repeal the Bad, Enact the Good

**Jim Hancock, CML, CMST**, introduces the new ALOA Rewards Loyalty Program.

**I**F YOU MISSED THE ALOA 2018 CONFERENCE IN NATIONAL HARBOR, YOU missed out on a wonderful week of classes, fellowship and an outstanding venue. The host hotel, the Gaylord, was wonderful (with the exception of bell service on occasion). It had good food, an awesome laser light show each night and a spectacular view of the Potomac and its surrounding area outside of the enormous wall of windows on the north end of the hotel.

One other item you missed was this current ALOA board — understanding when something is not right for the membership — taking the initiative to make changes. Several years ago, ALOA put into place a recertification program that was not well received and was viewed as a punishment to the members by some. It required that a member gain “points” for a myriad of activities and report these to ALOA to maintain membership or certification, or however it was presented. There are a lot of explanations and theories as to why this was done, none of which matter because it did not work. In fact, there were members lost over this program who have never returned.

Well, again, thanks to the current board’s willingness to hear the pleas of many, this program was repealed at the membership meeting in National Harbor. No longer will you be asked, forced, cajoled or feel mandated to do things to maintain something you either pay for or have earned as an ALOA member. So, if you are still counting and adding up points, STOP! Hooray for the ALOA board.

Besides ridding the association of this program, they also agreed that ALOA needed to find a way to thank or reward members for being members. There are many out there who join for a single year just to get cheaper class pricing, but there are a great number of you who have been members for a long, long time. You have endured good and bad decisions, good and bad venues and still support your association and its attempts at furthering the profession through education and certification. You continue to show the vendors at the Security Expo your support and visit their booths. So, we have decided it was time to reward you for your membership and loyalty instead of penalizing you. To that end, we would like to introduce the **ALOA Rewards Loyalty Program**.

This program will allow those of you who have and continue to support ALOA and its efforts to be rewarded for that loyalty with discounted and free stuff, including classes, convention travel, membership and store items. The best thing

about this program is that it is voluntary. If you choose to participate, you can hopefully reap the benefits from it. If you choose not to participate, no one will track you down, strip you of your certification or cut up your membership card. This program is available to ALOA and SAVTA members. Below is an outline for the program. Pretty simple, but should there be any confusion, please email me at [education@aloea.org](mailto:education@aloea.org), and I can try to clarify it.

## ALOA REWARDS LOYALTY PROGRAM

It is extremely simple and is based on dollars spent on specific ALOA sponsored events:

- Convention classes
- Host hotel lodging fees for ALOA/SAFETECH convention
- ALOA membership
- ATC classes
- Sponsor classes such as local associations or vendors where ALOA is providing the education
- PRP testing

These are awarded at \$1 spent earns 1 point (e.g., spend \$1,200 for class fees at ALOA convention, receive 1,200 points) And dollars spent is the easiest way to calculate. Everyone knows their costs going to these because it is usually a business expense, and the large-shop guy and the small-shop guy pay the same amount. Points will not be transferrable.

- Classes at local associations or vendors taught by ALOA ACE instructors but are not arranged through ALOA (e.g., an ACE instructor is contracted directly by a sponsor to teach and is paid directly)
- Partner association testing (ASIS, DHI, LSI)
- Maintaining state licensing (where required)



These are awarded at ¼ point for every \$1 spent because ALOA has no direct benefit, but it does help our partners (e.g. a member attends a class hosted by LSI and spends \$1,200 and receives 300 points).

### Bonus Points

- Achieve a new certification from ALOA – 50 points on top of monetary points
- Attending ALOA Security Expo only, no classes – 20 points (Host hotel lodging points for two nights will also be awarded)

### Rewards

- 5,500 points — \$100 ALOA Bookstore credit, free PRP test at convention
- 6,500 points — \$150 ALOA Bookstore credit, \$50 discount on membership renewal
- 7,000 points — \$200 ALOA Bookstore credit, \$50 discount on membership renewal, 25% off class registration for following year's convention
- 8,000 points — \$50 discount on membership renewal, 25% off class registration for following year convention, 25% reimbursement on advance-purchase economy airfare to following year's convention
- 9,000 points — 50% off class registration for following year's convention, 50% reimbursement of advance-purchase economy airfare to following year's convention
- 12,000 points — Free classes to following year's convention, free advance-purchase economy airfare to following year's convention, 50% off host hotel lodging for following year's convention
- 15,000 points — Free classes to following year's convention, free advance-purchase economy airfare to following year's convention, 50% off host hotel lodging for following year's convention, \$200 ALOA Bookstore

**“We have decided it was time to reward you for your membership and loyalty instead of penalizing you.”**

credit, \$100 discount on membership renewal

These points can be accumulated on a two-year basis with no carryover. Once spent, the point count goes back to zero regardless of a balance. So if you attend the ALOA Convention two years in a row, stay at the host hotel, take the PRP and maintain the membership those two years, you easily qualify for the first level of reward and are only a few points short of reaching the second level. For those who are the extremely loyal members that I see at ALOA and SAFETECH every year, always renewing your membership, testing, and going to the local shows as well to support the industry, the top-level reward will be no problem whatsoever for you. Wouldn't it be great to have one out of every three conferences virtually paid for by ALOA for you to attend?

This system goes into place January 1, 2019 (but as an early-bird bonus, if you are attending any of the fall classes at the Dallas training center from October through December 2018, they will be a part of your totals at \$1 for \$1). There will be a downloadable Rewards Rules like the one above as well as a form to track your points and send to ALOA. It is IMPERATIVE that you track these items and send the form along with a copy of receipts for each so we can verify them.

I hope that all that can participate. It will be great at the convention in 2020 or 2021 to award the winners who achieve any level, but especially the top level.

### The Fine Print

And now for the fine print — always some fine print involved.

Only one level may be chosen for point redemption during the two-year period. There is no combining of choices. Points are awarded on an individual basis; there are no company points, and points are not transferrable.

ALOA reserves the right to modify the terms and provisions (including termination) of this program at any time, for any reason. Should the program be terminated, any accrued points will be honored with the level attained. If a member does not have enough points for a reward level, a discount will be given on ALOA Bookstore items, apparel or class fees.

Substantial increases in travel or lodging fees MAY cause point levels to increase as well. Should this occur, notice will be given via member email, ALOA Weekly electronic newsletter and *Keynotes*.

Members must be “in good standing” at the time of redemption of any points under this program and must have been a member in good standing for the two-year accrual period.

All disputes related to this program, including but not limited to earning of points and/or redemption of points etc., will be decided at ALOA's sole discretion. ☺



**Jim Hancock, CML, CMST,** is ALOA's education manager. You can reach him at [jim@aloe.org](mailto:jim@aloe.org) or (214) 819-9733.

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Fax: 201-865-2435  
www.acclock.com

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Fax: 522-989-6329  
www.adellock.com/en/

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www.americankeysupply.com

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www.imlss.com

**ITec Americas**

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**Jovan Distributors Inc.**

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Fax: 416-752-8371  
www.jovanlock.com

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www.keylessentryremotefob.com

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lkcsupplies.com

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**Locksmith Ledger International**

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www.locksmithledger.com

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Phone: 312-789-5333  
www.locksmithresource.com

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www.seclock.com

**Southern Lock and Supply Co.**

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**Steinlock, Inc.**

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www.transponderisland.com

**Turn 10 Wholesale**

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**UHS Hardware**

Phone: 954-866-2300

**U.S. Lock Corp.**

Phone: 800-925-5000  
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**U.S. Security Supply Inc.**

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**Westinghouse Security**

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www.airtow.com

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**Alarm Lock Systems Inc.**

Phone: 732-567-9659  
www.alarmlock.com

**Allegion**

Phone: 317-810-3230  
Fax: 317-810-3989  
www.allegion.com

**Altronix**

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Fax: 718-567-9056  
www.altronix.com

**American Security Products**

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Fax: 909-685-9685  
www.amsecusa.com

**Arcotech Ltd.**

Phone: 910-112-9523251  
Fax: 910-112-9523020

**ASSA High Security Locks**

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Fax: 800-892-3256  
www.assalock.com

**ASSA, Inc.**

Phone: 800-235-7482  
www.assalock.com

**August**

Phone: 415-364-8340  
www.august.com

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**Boa Security Technologies**

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**Bullseye S.D. Locks LLC**

Phone: 859-224-4898  
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www.bullseyesdlocks.com

**Cal-Royal Products Inc.**

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www.cal-royal.com

**Cap Popper**

Phone: 321-806-0415  
www.cappopper.com

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**CCL Security Products**

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**CompX Security Products**

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**Dakota Alert Inc.**

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 www.masterlock.com; www.americanlock.com

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 www.mbkeyprog.com

**Medeco Security Locks**

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 Fax: 540-380-5010  
 www.medeco.com

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 www.mul-t-lockusa.com

**National Auto Lock Service**

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 www.laserkey.com

**OBDSter Technology Co.**

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**Optex**

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 www.paclock.com

**Paxton Access**

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 Fax: 855-329-7298  
 www.paxton-access.com

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 Fax: 858-642-0454  
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**Pingan Industrial Co. Ltd.**

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**Punch Point Tools, LLC**

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 www.punchpoint.com

**Retrolock Corp**

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 www.townsteel.com

**Rolland Safe & Lock**

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**Rosslare Security Products, Inc.**

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 www.rosslaresecurity.com

**Sargent & Greenleaf, Inc.**

Phone: 859-885-9411  
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 www.sargentandgreenleaf.com

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 selecthinges.com

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 http://aftermarket.strattec.com

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 www.fieldedge.com

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 Fax: 859-884-0810

**Westlake Web Works**

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## EMPLOYMENT

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**Job Includes:**

Removing and Repairing Locks, Hardware.  
Door Closers, Pivots.  
Hinges, Re-Keying Locks, Duplicating Keys.  
Shop Work and Service Calls.  
No Automotive. Commercial Only.  
Must Have Clean Driving Record and Pass Background Check.  
Salary Rate Based on Experience.

*Attitude Is Everything.*

Email Resume and Copy of Drivers License To: Mcleod1357@AOL.com

**OR** Mail To: PO Box 66257 Mobile, AL 36660

**OR** Call: Dennis McLeod To Make an Appointment For an Interview  
251-479-5264, Ext. 4

Compensation: **Salary Rate Will Be Based On Level of Experience**

Employment: **Full-Time**

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COAST SAFE AND LOCK COMPANY, INC.

MOBILE, AL, 36606 <10/18>

**HELP WANTED**

A large safe and locksmith company in Downtown, Los Angeles, CA is looking for an experienced locksmith and an inside safe sales person with good computer knowledge. Please call (213) 627-0422 or email your resume to taha@firstsecuritysafe.com. <11/18>

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Asking \$65,000, Call Fred at 970-756-5625,

Fred Shaffer, Craig, Colorado <11/18>

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**Experienced Locksmith Needed**

Affordable Lock and Security Solutions, a leader in the locksmith and security industry since 1970, is hiring an experienced locksmith technician in the Tampa and Orlando Areas. With 6 locations throughout West-Central Florida, Affordable Lock and Security Solutions is looking for experienced Security Professionals to help us serve our customers as we grow. The right candidate should be detailoriented, able to work independently, and committed to exceptional customer service. Ability to pass a background check and a clean driving record is required.

**Requirements include:**

Experience in residential and commercial locksmithing  
Experience in the installation of a large variety of security hardware  
Basic safe servicing including lock replacement and combination changes  
Access control and CCTV installation and service is a plus

**Benefits include:**

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Company Truck

**Compensation is based on experience**

If you would like to bring your experience and abilities to our team and grow with us, we would love to talk to you. Please email your resume to skip@affordablelock.com or stop by one of our stores and complete an application. Please visit our website: [www.affordablelock.com](http://www.affordablelock.com) for a list of our locations.

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Please call or Email for information relating to  
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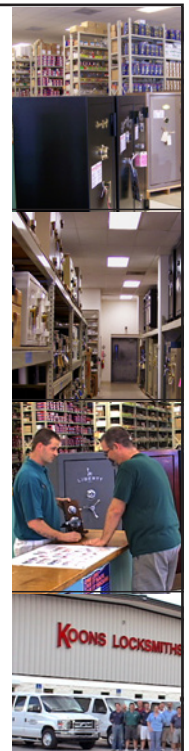
**1.800.282.8458**

**Fax: 1.239.939.5869**




3635 Fowler Street, Fort Myers, FL, 33901

[info@koonslocksmiths.com](mailto:info@koonslocksmiths.com)






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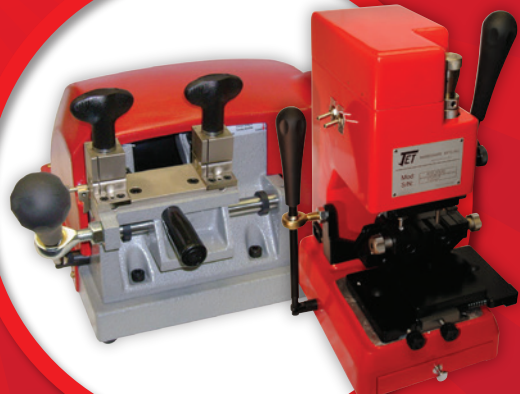
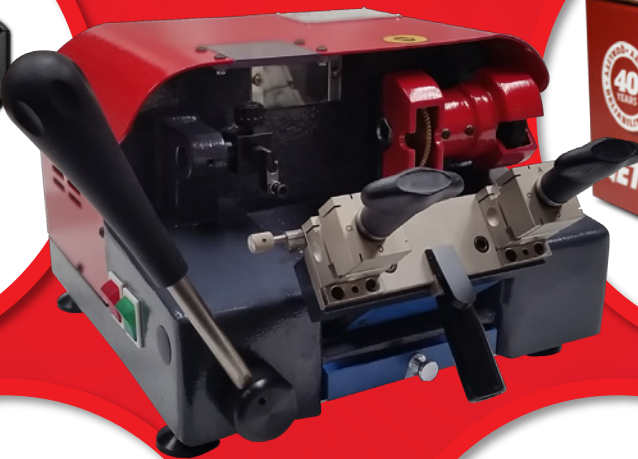


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