



SECURITY FACTS!!



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The American Society for Industrial Security

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American Society for Industrial Security is the Premier Society for Security Professionals

With more than 26,000 members, the American Society for Industrial Security (ASIS) is the world's largest organization of security professionals. Its members are dedicated to protecting the people, property, and information assets of a diverse group of private and public organizations.

Since its founding in 1955 as a professional organization and an individual membership association, ASIS has continued to grow. In recent years, ASIS has accepted an average of more than 4,000 new members annually. Committed to advancing professionalism in the field of security, ASIS is organized at the local, regional, and international levels in a global network of more than 180 chapters.

As part of ASIS's commitment to advancing professionalism, it is a recognized leader in security education programs and training. Courses offered include:

- Technology and Applications for Physical Security
- Access Control
- CCTV Selection and Applications
- Airport Security

Information on all the courses available can be found online at <http://www.asisonline.org/profdev.html> or by calling ASIS's Customer

Services at (703) 519-6200. In addition to training information, the website contains a catalog of books and related items on virtually every topic in the security field.

ASIS also offers and sponsors the Certified Protection Professional (CPP) program. A CPP designation can be earned by successfully completing a curriculum of security education and passing a complex examination. This designation is added to the individual's name and is respected worldwide as an indication of knowledge and accomplishment.

Membership in ASIS opens access to a variety of security related information. It includes subscriptions to "Security Management" magazine and "Dynamics," a bimonthly newsletter. Members can subscribe to ASISNET, the official online service of ASIS. Member benefits include discounts on books and ASIS educational programs and a complementary copy of the "Annual Security Industry Buyer's Guide."

The only requirement to become a member of ASIS is a professional interest in security. Applications are available from local chapters or from ASIS Headquarters. Membership fees are currently \$120.00 for the first year and \$100.00 each year thereafter.

To learn more about ASIS or to find your local chapter, call (703) 519-6200 or visit their web site at: <http://www.asisonline.org/>



Outside the Continental U.S.?

Telephone calls from OCONUS can be time consuming and difficult
Why not send a FAX or an E-mail message to the Hotline?

Protect Critical AA & E

High Security Equipment Available

Several high security hasps and covers have been developed to protect Risk Category I through IV Arms, Ammunition, and Explosives (AA&E).

The NAPEC 957/958 hasp (Figure 1) meets the requirements of MIL-H-29181A, "Hasp, High Security, Shrouded for High and Medium Security Padlocks." It was developed for use with the S&G 833C high security padlock. The NAPEC 957 hasp is used for right-hand doors and the NAPEC 958 hasp is used for left-hand doors. These hasps are available through the Federal Supply System under National Stock Numbers (NSN):

NAPEC 0957 - NSN 5340-01-196-2547

NAPEC 0958 - NSN 5340-01-235-6907

The Anti-Intrusion Barrier (AIB) or NAPEC 0963, shown in Figure 2, is a stainless steel cover designed to fit over the

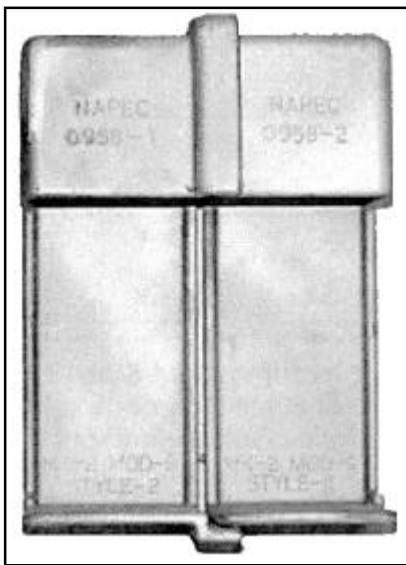


Figure 1. NAPEC 958 High security hasp.

NAPEC 0957 or 0958 high security hasp. It provides additional physical protection and intrusion detection capabilities.

The Universal Security System or NAPEC 1332 (Figure 3), is an integrated hasp, locking system, and intrusion detection system intended for use on magazines with large sliding doors.

The NAPEC 963 and 1332 are available through Government sources. Call the Technical Support Hotline for more information. ☏

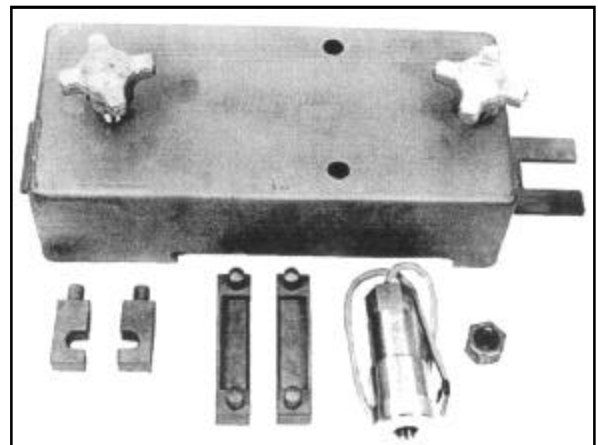


Figure 2. Anti-intrusion barrier.

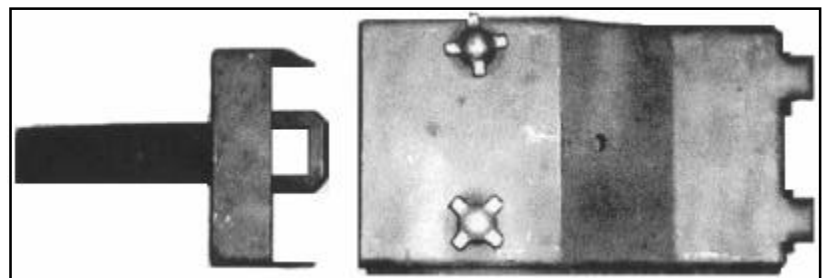


Figure 3. Universal security system.

Check the Internet

Federal Standard 809, "Neutralization and Repair of GSA Approved Containers," is available on the Internet:
<http://www.nfc.fss.gsa.gov/security/Fs809.pdf>

An Adobe Acrobat Reader is needed to view or print the document at this Web site.

This standard describes specific opening and repair procedures that must be followed to ensure that the GSA container or vault door will maintain the GSA certification to store classified information. Be sure to check the container warranty before attempting these neutralization procedures. ☏

Warning

Class 5 Container Lockouts

If you have a lockout on a Class 5 “Red-Label” GSA-approved Class 5 drawer file container and have determined that a forced entry is the only solution, take precautions before making the entry. The entry procedure for this type of container, which is described in NFESC TDS-2000-SHR, and also in FED-STD-809, creates a fine metal powder. This powder can damage hard drives and data storage tapes. The magnetism in the hard drive attracts the metal particles. The particles will very likely damage or destroy the drive. Do not use this procedure in an area where computers are present unless proper precautions are taken. If a removable hard drive or tape backup is stored in the container, call the DoD Lock Program Technical Support Hotline for information on alternative opening procedures. ☞



Frequently-Asked Questions

The answers you need are here!

After I enter the combination on an X-07 lock and turn the dial to the right, the liquid crystal display (LCD) shows “OP” and a right arrow. I continue to turn right but the bolt doesn’t retract. What’s wrong? What can I do about it?

The “OP” and right arrow indicate that you entered the correct combination. There could be several reasons why the bolt did not retract. Follow this diagnostic procedure: enter the correct combination, turn the dial right until the “OP” display and right arrow appear, continue turning the dial to the right (NOT spinning it rapidly), until you are reasonably sure the bolt isn’t going to retract. *Now turn the dial to the left.*

One of two things will happen: either the “OP” display will remain, or the “OP” will be replaced by a blank LCD followed by ascending numbers.

If the “OP” display remains, the problem is either weak magnet on the drive cam, or a bad reed switch in the lock.

■ For a weak magnet, refer to the X-07 Troubleshooting Guide for the procedure of “biasing the drive cam.”

■ For a bad reed switch, the container will need to be forced open. Refer to Federal Standard 809 to determine the appropriate procedure for your container.

If the “OP” display is replaced by a blank LCD followed by ascending numbers, the problem is probably the stepper motor. This simple procedure often will help the stepper motor to activate:

■ Enter the combination again until the “OP” display and right arrow appear, then turn the dial several more times to the right. (This will fully power-up the lock.)

■ Smack the front of the drawer, or door, just below or to the left of the dial ring, with a dead-blow mallet or similar object. (NEVER hit the dial or dial ring. If you use a metal hammer, place a layer of cardboard against the face of the container and strike it.)

While the “OP” display is still showing, continue turning the dial to the right. ☞

The X-07 Troubleshooting Guide is available on the DoD Lock Program website: <http://locks.nfesc.navy.mil>



lock talk...

Wondering What These Terms Mean?

☞ **Fail secure:** A feature of a security device designed to remain engaged, for security purposes, during a power loss.

☞ **Deadlocking:** Pertaining to any feature, which, when fully engaged, resists attempts to move the latch or bolt in the unlocking direction through direct pressure.

☞ **Automatic Deadbolt:** A deadbolt designed to extend itself fully when the door is closed.

☞ **Double Cylinder Deadlock:** A deadbolt lock whose bolt may be operated by a key from either side.

Courtesy of The Professional Glossary of Terms relating to Cylinders, Keys and Master Keying, compiled by the ALOA-sponsored National Task Group for Certified Training Programs, Master Keying Study Group

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Using Appropriated Funds

The views and opinions expressed in this publication are not necessarily those of the Department of Defense.

Versatile Storage

GSA-approved Map and Plan Files

Security containers intended for storing bulky classified material are approved under Federal Specification AA-F-363 (Filing Cabinet, Security, Maps and Plans, General Filing, and Storage). These are commonly known as “map and plan” containers, and are currently manufactured as Class 5 and Class 6. Both provide 30 man-minutes of covert entry protection and 20 man-minutes of surreptitious entry protection. The Class 5 also provides 10 man-minutes of forced entry protection. Since 1992, map and plan files have been secured with locks meeting Federal Specification FF-L-2740.

Map and plan files, each with a hinged door, are available in three colors: gray, black, and parchment. They are available in four sizes, grouped according to inside dimensions:

- **Size I:** Accommodates, on hangers, at least one thousand 42- by 30-inch documents; one outside dimension not to exceed 30 inches, to allow passage through doorways
- **Size II:** 39-5/8 inches high by 31-7/8 inches wide by 21-1/16 inches deep
- **Size III:** 49-3/4 inches high by 20-5/8 inches wide by 35-3/8 inches deep
- **Size IV:** 49-3/4 inches high by 19-1/4 inches wide by 19-3/8 inches deep

Although there are several interior storage options commercially available, these containers may be ordered without any interior furnishing. This allows the user to store bulky items or build a custom interior.

Available interior options are:

- **Plan hold assemblies:** To hold drawings, blueprints, maps, etc.
- **Security lockers:** Steel plate doors and UL Group 1R combination locks
- **Shallow drawers:** To store microfilm, 3- by 5-inch cards, 4- by 6-inch cards, etc.
- **Regular drawers:** Storage of magnetic tapes, film reels, books, binders, etc.

Class 5, Size II containers are used in post offices and are often referred to as “postal units.” Class 5, Size IV files are also known as “general purpose files” and are approved for storing funds, narcotics, and other sensitive items. ☒



Map and plan file, Size I.

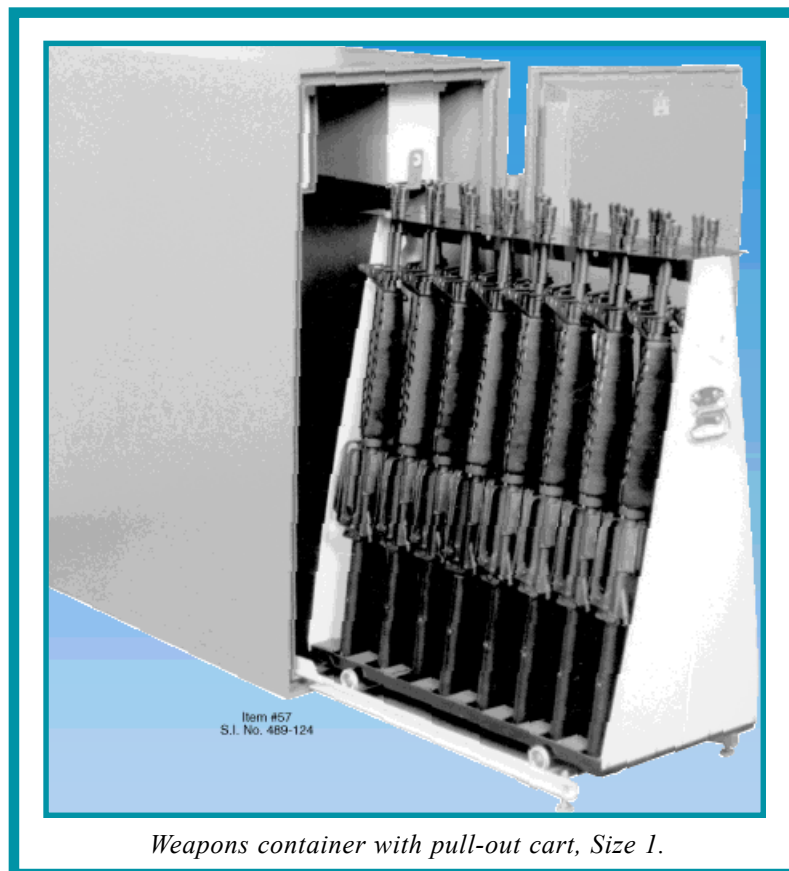


GSA-approved **Weapons Containers**

The interior capacity and forced-entry resistance of the Class 5 map and plan file led to its use for storage of weapons. Several shallow drawer inserts are available to allow storage of pistols, rifles and machine guns. A pullout cart, which holds 32 rifles, is also available.

Combination locks for weapons storage do not need to meet FF-L-2740, but must meet UL Standard 768, Group 1. A Federal Specification (AA-C-2859) was written specifically for weapons containers, to allow use of Group 1 locks. This results in a cost savings of several hundred dollars per container. For this reason, the order should specify weapons container whenever a container is ordered for weapons storage. Likewise, if a map and plan container has its original mechanical lock (S&G 8430/8560, or Mosler MR/MRK-302), the lock need not be retrofitted with a lock meeting FF-L-2740 if the container is used for weapons storage.

The following companies manufacture GSA-approved map and plan files and weapons containers:
Mosler: 1 (800) MOSLER1 and Hamilton Products Group: 1 (800) 876-6066. [G](#)



Weapons container with pull-out cart, Size 1.



Problems Installing the X-07 Lock?

Are you bending the retaining rings during installation?



Try this approach. Using Mas-Hamilton X-07 installation instruction as a reference, see the page numbers mentioned below for further guidance.

1. Attach the dial hub to the spindle, appropriately shimmed with setscrews tightened (Step 2, pages 17 - 18*).
2. Use a 3/32-inch Allen wrench to remove the screw in the center of the drive cam.
3. Pull the dial hub and long part of spindle out of the dial ring.
4. Remove the drive cam and short part of spindle from the lock case.
5. Place the dial facedown on a sturdy work surface such as a desk top or floor.
6. Follow Step 3, page 18*. Apply lubricant generously to the retaining ring on the dial hub and position the retaining ring so an equal amount is consistently exposed around the hub.
7. Center the opening in the retaining ring with the setscrews on the hub. Adjust the retaining ring so that an equal amount is exposed around the hub (see photo, top left on page 19*). This will allow the dial to slide on the hub without interference.
8. Apply lubricant to the entire ramp area just inside the back of the dial.
9. Place both thumbs on the dial hub and press it into the dial until the retaining ring seats in the dial (you should not be able to pull the dial away from the dial hub).
10. Insert the spindle through the dial ring and seat the dial in the dial ring.
11. Check the stepper motor gear to make sure it is in the correct detent position (see photos on page 15*).
12. Insert the short part of spindle into the lock case and seat the drive cam properly.
13. Hold the drive cam and the dial, press them together and twist slightly.
14. When the ends of the spindle have interlocked, put a drop of Loctite Threadlocker 222 or equivalent on the 3/32-inch Allen screw; insert, and tighten.
15. Complete the installation by following Step 5, page 19* in the Mas-Hamilton lock installation instruction.
16. Call the Technical Support Hotline if you need additional assistance. ☺

**In the Mas-Hamilton X-07 lock installation instruction.*



STP Installation Report Tips

This form is also available on the DoD Lock Program Home Page Web Site Access: locks.nfesc.navy.mil



Here are some tips for completing the STP Installation Report:

1. An Installation Report is required for each X-07 and X-08 combination lock installed under the Security Technology Project (STP). This program is also known as the “Free Issue Lock Program.”

2. Use the same “Site Security Officer” (SSO) name used on the original requirement report. If the original requirement report is not available, contact the DoD Lock Program for a copy.

3. Use the same “Activity Name” used on the original requirement report.

4. Include the DODAAC/UIC used on the original requirement report. This number can also be obtained from the local facility supply office.

5. Include a “Unit Generated Identification Number” for each lock installed. This is the serial number of the container the lock is installed on. If the serial number is not available or is not legible, assign a number to the container.

6. The SSO should complete the top portion of the Installation Report form. The bottom portion of the form should be completed by the installing technician. Write the date of manufacture of the lock and the lock serial number on the bottom of the form. This information is needed if there are any problems with the lock in the future.

7. Inform the DoD Lock Program of any changes to the SSO or activity name. ☺

NOTICE TO LOCK INSTALLER:			
FOR EACH LOCK INSTALLED FILL OUT THE TOP HALF OF THIS FORM AND RETURN TO THE SITE SECURITY OFFICER ALONG WITH ENCLOSED ENVELOPE			
Please Print or Type All Information			
Container Manufacturer (Check One)			
<input type="checkbox"/> Armor	<input type="checkbox"/> Hamilton Products Group	<input type="checkbox"/> Hasting-Hall-Marvin	<input type="checkbox"/> Mosler
<input type="checkbox"/> Art Metal USA	<input type="checkbox"/> Diebold	<input type="checkbox"/> Hilti	<input type="checkbox"/> Overly
<input type="checkbox"/> La Fature	<input type="checkbox"/> Schwab		
Container Type (Check One)			
<input type="checkbox"/> Security Filing Cabinet	<input type="checkbox"/> Map and Plan File	<input type="checkbox"/> Pedestrian Door	<input type="checkbox"/> Vault Door
<input type="checkbox"/> Other (Describe):			
Lock Installation Information			
Installer Last Name:		First Name:	
		MI:	
Telephone:		Fac:	
		Installation Date:	
Lock Warranty Expiration Date:		Lock Serial Number (Located inside the lock cover):	
Remarks (Explain any problems or comments here):			
NOTICE TO SITE SECURITY OFFICER:			
FILL OUT THE BOTTOM HALF OF THIS FORM AND RETURN USING THE ENCLOSED ENVELOPE OR FAX TO THE DOD LOCK PROGRAM AT 1-800 353-4193 OR (805) 982-1253 OR DSN 551-1253			
Please Print or Type All Information			
Activity (If free issue, match name on Lock Requirement Report)			
Activity Name:			
DOD Activity Address Code (DODAAC) or Facility Code:		Department or Agency (Army, Navy, DOE, Contractor, etc):	
Address:			
City, APO or FPO:	State, AA, AC or AP:	Zip or Postal Code:	Country:
Free Lock Issue? Yes <input type="checkbox"/> No <input type="checkbox"/>	Document Number:		
Site Security Officer			
Last Name:		First Name:	
		MI:	
Address:			
City, APO or FPO:	State, AA, AC or AP:	Zip or Postal Code:	Country:
Telephone:	DSN Telephone (If Applicable):	Fac:	DSN Fax (If Applicable):
E-Mail Address:			
For assistance please call the DOD Lock Program Hotline DSN 551-1212, Commercial (805) 982-1212			

X-07 Lock Installation Report