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AMERICAN NATIONAL STANDARD

FOR

RECOMMENDED PRACTICES FOR MECHANICAL KEYING SYSTEMS



SPONSOR

BUILDERS HARDWARE MANUFACTURERS ASSOCIATION, INC.

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AMERICAN NATIONAL STANDARD

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FOREWORD (This Foreword is not a part of ANSI/BHMA A156.28)

The general classification of builders hardware includes a wide variety of items which are divided into several categories including Cylinders and Auxiliary Locks, Section E. This Recommended Practice is the result of the collective efforts of members of the Builders Hardware Manufacturers Association, Inc. who manufacture these products. The total Product Standards effort is therefore a collection of sections, each covering a specific category of items.

This Standard Practice is not intended to obstruct but rather to encourage the development of improved products, methods and materials. The BHMA recognizes that errors will be found, items will become obsolete, and new products and methods will be developed. With this in mind, the Association will update, correct and revise these Standards on a regular basis. It should also be the responsibility of manufacturers to request such appropriate revisions.

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1. SCOPE

This recommended practice is intended for building owners, security professionals and others responsible for designing, implementing, and maintaining secure keying systems. Minimize legal liability by providing industry proven guidelines.

It covers system design, to provide design criteria to establish and maintain a secure keying system.

The purpose of this document is to provide guidelines for the essential keying conference, establish good practices for effective key management, and give building owners the ability to extend the life of keying systems to meet future demands.

2. GENERAL

Master keying is the process of combining a group of locks or cylinders, so that each is operated by its own change key as well as by a master key for the entire group. This process makes it more susceptible to picking through shear line manipulation, and by increasing the number of keys which operate it.

A master key system stands little chance of serving the end user's needs if it is not properly planned from its inception. The end user must be involved in planning and approving the keying system. The keying conference is the principal element of this process and its importance must not be minimized. The end user's designated personnel or representative(s) with the proper level of authority over the final keying system must be present at this meeting.

Use cylinders manufactured and certified to ANSI/BHMA A156.5 in the BHMA Certified Products Directory, to ensure consistent performance and durability.

3. DEFINITIONS

3.0 The following definitions are taken from The Professional Glossary of Terms Relating to Cylinders, Keys and Master Keying, copyright 1982 – 1998 by the Lock Industry Standards and Training (LIST) Council and the ALOA Sponsored National Task Group for Certified Training Programs.

3.1 **Bitting** The numbers which represent the dimensions of the key cut; or the actual cuts or combination of a key.

3.2 **Bow** The portion of a key which serves as a grip or handle.

3.3 **Change Key** A key which operates only one cylinder or one group of keyed alike cylinders in a keying system.

3.4 **Concealed Key Control (CKC)** A specification that all lock cylinders be marked with standard keying symbols in a location which is concealed while the cylinder is installed.

3.5 **Combinate** To set a combination in a lock, cylinder or key.

3.6 **Combination** The group of numbers which represent the bitting of a key and/or the tumblers of a lock or cylinder.