COVID-19 STRATEGY
HANDS-FREE DOOR OPENING:
OPENING DOORS & LOCKS WITHOUT USING HANDLES

Social distancing and face masks alone cannot prevent the transmission of the Covid 19 virus – we also need to avoid touching surfaces that have been touched by others. This is particularly applicable to door handles and door-pulls - which each person normally touches on entering and leaving the premises! To facilitate this – we need to make changes to our behaviour, and to the hardware we use to open and close doors.

To minimise the need to touch hinged doors and door handles, consider the following – most of which do not need to be very costly, or lower the level of security -if properly chosen and correctly fitted and implemented:

Hinged doors and gates can be adapted to:

- Close automatically - with no human intervention
  - fit a suitable overhead dual-action door closer
  - fit a motorised door operator

- Unlock electrically by remote control
  - fit an electric release or an electric lock (shown at right)
  - fit a motorised door operator to open the door
  - fit face, tag or card readers or remote controls to trigger the lock or striker to operate, and thereby minimise touching

- Unlock using keys - without using the normal door handle
  - fit a morticed cylinder deadlock with a draw-back latch which will latch automatically when the door is closed, and can be unlocked by authorised users – each using their own key.

- Be pushed or pulled open once they are unlocked – by using feet or elbows
  - fit a foot operated door pull / push, to the bottom of the door
  - fit push plates at elbow height (left) or kick plates (right) at the bottom of the door, to allow the door to be pushed using the elbow or the foot respectively

- Internal doors can be left open - to obviate the need to touch them. Consider using a cabin-hook or a wall mounted magnetic door stop to keep the door open during office hours.

For more detail on no-touch strategies for hinged doors, see the following two pages
DOOR CLOSERs
A quality door closer will close a hinged door automatically, every time – with no need for touching or any human intervention. To achieve this –

- The door must be properly hung and be able to close freely and completely (test this before the door closer is fitted)
- The door closer must
  o be of the dual-action type such as CISA or GEZE. It must have the usual adjustment for the ‘sweep action’ - from the fully open position to the almost closed position, and a separate adjustment for the final latching of the lock (or closing of the door fully into the door frame)
  o be correctly specified to suit the size of the door and the wind-conditions. Wind, height, and width of the door are far more important than the weight of the door when choosing the correct door closer
  o be correctly fitted exactly as per the manufacturers template; - a 10 mm error is a huge error

There should be no need to ever touch the door to close it - the correct door closer will close the door every time!

MORTICE CYLINDER LOCK with DRAW-BACK LATCH - for handle-free operation.
A cylinder mortice lock with a draw-back latch will enable the door to be opened and locked without turning a handle. Note that most cylinder mortice locks do NOT have this feature.

The cylinder mortice lock shown below can be operated:
- Using a key: The authorized key will draw back the latch (i.e. for normal office-hours operations) and also throw the double-throw deadbolt for after-hours lockup and for unlocking in the morning. The draw-back latch will engage whenever the door is closed fully. There is no need to fit or to use a handle to lock and unlock this lock.
  See range of available lock cylinders below.

- Using an electric striker (shown at right above): When the striker is activated electrically it will release the latch momentarily. Electric strikers can be released by a multitude of new or existing access control systems (including facial recognition, tags, cards, remote controls, press buttons, intercoms etc) – which in this context simply act as switches for the striker.

Mortice Cylinder Deadlocks are usually fitted in addition to another mortice lock. They do not have a latch and do not require a handle – the authorised user needs only their own key to lock or unlock such a deadlock.

Note that deadlocks are locked and unlocked only by key - and do not self-lock. They can be fitted with any of the cylinder types illustrated below, and optionally with a high security cylinder, or a master keyed or keyed alike cylinder, to suit the needs and level of security required by the client.

The cylinders detailed below can be used to lock and unlock the above locks - and will also work with most cylinder locks available in Southern Africa.
The most secure cylinder, particularly if there is glass in or near the door, is usually the double cylinder - which needs a key from either side to open it – no need to touch the cylinder.

Also available are half cylinders (operation from outside only) or cylinders with a thumbturn on the inside and key operation from outside. Note that the thumbturn cylinder – although more convenient to have on the inside of a door – requires the user to touch it.

All the above lock cylinders can be ordered master-keyed (different key for each lock and a master-key to fit all), or keyed alike (same key fits the set of locks) to suit the changing needs of a growing business.

Attorneys, accountants, banks, jewellers, stores, warehouses and those with high value goods, intellectual property, or higher risk levels, will generally opt for high security lock cylinders, such as CISA ASTRAL TEKNO S01 or CISA C3000 T06. These high security keys are not simply copied from a sample, but are registered keys that are made only against ID and authorised signatures.

FOOT OPERATED DOOR PULLS can be fitted to the bottom of hinged timber doors and most aluminium doors – whether they are opened by key or released electrically. The stainless steel one illustrated at right has a rubber buffer, to prevent damage to walls and prevent door handles from touching walls. Supplied with bolt-through screws and self-tapping screws for easy mounting.

CABIN HOOKS (hook and eye)
Cabin hooks can be fitted with the hook on the wall and the eye on the door – or vice-versa, to hold doors open during office hours so that there is no need to touch them. The cabin hook should be long enough to ensure that door handles cannot touch adjacent walls. Consider fitting the hook at a convenient height rather than at the bottom of the door.

MAGNETIC DOORSTOPS
A wall mounted magnetic doorstop will keep the door at a fixed distance from the wall and hold it in position – to keep it open during office hours. This is usually fitted at the bottom of the door or gate, and requires no power and no wires.

An electrically-released version of the above (a small electro-magnet called a magnetic door holder) will hold the doors open when 12 volt power is applied, and release them when the power is switched off (i.e. after office hours). If also fitted with a door closer, the doors will close themselves automatically when the power to the magnet is switched off.

Any of the above items can be fitted to most aluminium and glass doors, to timber doors, and to most gates.

The advice given above is of a very general nature and no liability of any nature is accepted at any time, whether or not this advice is correctly implemented.

Ask for more information / send pictures of your doors or gates to:
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