

Access Control System Door Planning Worksheet

In order to install the proper locking hardware, answers to the following questions are essential.
Please fill these out and fax them to your System Specialist.
(Reference ANSI/NFPA101 Life Safety Code when installing locking products.)

ACCESS CONTROL SYSTEM DOOR PLANNING WORKSHEET

DOOR NAME	DOOR LOCATION
DOOR OPERATION	
<input type="checkbox"/> EMPLOYEE <input type="checkbox"/> VISITOR <input type="checkbox"/> EMPLOYEE/VISITOR <input type="checkbox"/> FIRE EXIT <input type="checkbox"/> OTHER _____	
DOOR TYPE	
<input type="checkbox"/> SINGLE <input type="checkbox"/> DOUBLE <input type="checkbox"/> IN-SWING <input type="checkbox"/> OUT-SWING <input type="checkbox"/> MEDIUM HEIGHT TURNSTILE <input type="checkbox"/> FULL HEIGHT TURNSTILE <input type="checkbox"/> OPTICAL TURNSTILE <input type="checkbox"/> PARKING GATE <input type="checkbox"/> OTHER _____	
DOOR MATERIAL	
<input type="checkbox"/> WOOD <input type="checkbox"/> METAL <input type="checkbox"/> GLASS <input type="checkbox"/> OTHER _____	
DOOR FRAME MATERIAL	
<input type="checkbox"/> WOOD <input type="checkbox"/> METAL <input type="checkbox"/> NONE <input type="checkbox"/> OTHER _____	
MISC. DOOR INFO.	
<input type="checkbox"/> EXTERIOR <input type="checkbox"/> INTERIOR <input type="checkbox"/> FIRE RATED <input type="checkbox"/> REQUIRED FIRE EXIT <input type="checkbox"/> OTHER _____	
EXISTING DOOR HARDWARE	
<input type="checkbox"/> MORTISE <input type="checkbox"/> KNOB SET <input type="checkbox"/> DEAD BOLT <input type="checkbox"/> MECHANICAL EXIT BAR	DIMENSIONS LATCH PROJECTION 1/2 5/8 3/4 OFFSET LATCH
REQUIRED DOOR HARDWARE CHANGES	

PROPOSED LOCK TYPE	
<input type="checkbox"/> MAGNETIC (SURFACE) <input type="checkbox"/> MAGNETIC (SHEAR) <input type="checkbox"/> ELECTRIC STRIKE <input type="checkbox"/> ELECTRIC LOCKSET <input type="checkbox"/> OTHER _____ FINISH _____	
VOLTAGE REQUIREMENTS - 12VAC, 12VDC, 24VAC, 24VDC	
DOOR CONTACT	
<input type="checkbox"/> RECESSED <input type="checkbox"/> SURFACE <input type="checkbox"/> BUILT INTO LOCK <input type="checkbox"/> COLOR _____	
REQUEST-TO-EXIT DEVICE	
<input type="checkbox"/> MOTION SENSOR <input type="checkbox"/> PUSH-BUTTON <input type="checkbox"/> TOUCH SENSITIVE EXIT BAR <input type="checkbox"/> MECHANICAL EXIT BAR <input type="checkbox"/> OTHER _____	
PROPOSED READER TYPE	
<input type="checkbox"/> MAGNETIC STRIPE <input type="checkbox"/> WIEGAND <input type="checkbox"/> PROXIMITY <input type="checkbox"/> BAR CODE <input type="checkbox"/> BARIUM FERRITE <input type="checkbox"/> KEYPAD <input type="checkbox"/> COMBINATION <input type="checkbox"/> BIOMETRIC _____ <input type="checkbox"/> OTHER _____	
READER MOUNTING OPTIONS	
<input type="checkbox"/> FLUSH <input type="checkbox"/> SURFACE <input type="checkbox"/> INTERIOR <input type="checkbox"/> EXTERIOR <input type="checkbox"/> WEATHERIZED <input type="checkbox"/> HANDICAPPED <input type="checkbox"/> OTHER _____ READER MOUNTING SURFACE: <input type="checkbox"/> BRICK/STONE <input type="checkbox"/> GLASS <input type="checkbox"/> PEDESTAL <input type="checkbox"/> OTHER _____	
MISC. OPTIONS	
<input type="checkbox"/> LOCAL AUDIBLE ANNUNCIATOR <input type="checkbox"/> REMOTE RELEASE <input type="checkbox"/> TIME DELAY EGRESS <input type="checkbox"/> OTHER _____	
COMMENTS/DESCRIPTION OF OPERATION	

