LA GARD 701

High Security Lock for Safes & Vaults

User Operating Instructions
Keypad firmware 1.2.3.4, Lock firmware 1.2.2.3 (v1)

Available users and default codes

When supplied by Safelock Systems, locks are setup so that ID 01 is assigned a Manager profile with a code which is valid to open the lock immediately.

As supplied by Safelock Systems Limited:

ID	Profile	(ID) Default Code
00	Master	(0-0)-8-7-6-5-4-3-2-1
01	Manager	(0-1)-1-2-3-4-5-6
02	User	Deleted – Can be added by the Master or Manager

Warning: Default codes must be changed immediately. The Master has overall administrative control of the lock system and therefore can **create other users who can open the lock**.

User hierarchy

As supplied by Safelock Systems Limited:

Master (00) → Manager (01) → User (02)
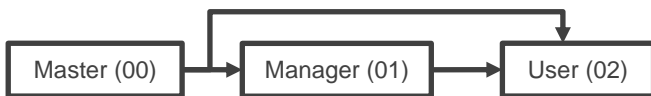
Alternative, if required:

Master (00) → Users (01 + 02)

User permissions

Profile	Permission
Master	• Full control of the lock and other users • Cannot open directly
Manager	• Open lock • Change own code • Manage the user (Add, delete, disable, enable, reset) • Turn keypad beeps off or on
User	• Open lock • Change own code

Code length

The Master code always contains ID 00 + 8-digits. Other user codes contain the 2-digit ID + 6-digits by default but can be changed so that 6-9 digits are used.

Buttons

Key	Use
#	To use commands (Hash #)
←	To confirm a command (Enter)

Commands

Non-opening functions are available to Users depending on their profile, with # commands. These instructions cover the commands listed below:

Key	Function
#11	Change code length
#17	Force code change
#41	Turn keypad beeps off or on
#50	Add a User or Manager
#52	Change code
#54	Disable or re-enable a User or Manager
#56	Delete a User or Manager
#57	Reset a User or Manager code

Advanced commands are available in separate instructions: ***Advanced Operation*** available to download from our website.

Additional commands #22, #23, #25, #32, #99 are available to the Master, which should only be used by engineers who are servicing the lock.

Visual and acoustic signals

Lock status is indicated with LED flashes and beeps.

Signal	Symbol
Green flash + short high beep *Meaning: Button pressed correctly*	☼
Red flash + short low beep *Meaning: Invalid key*	☼
3 green flashes + short high beeps *Meaning: Command accepted*	☼☼☼
3 red flashes + short low beeps *Meaning: Invalid code or command*	☼☼☼
2 red flashes + short low beeps on a key press *Meaning: The lock is in penalty*	☼☼
2 green flashes + high beeps, then 2 red flashes and short low beeps *Meaning: Low battery*	☼☼☼☼
3 green flashes + high beeps, then 3 red flashes + short low beeps *Meaning: Critical low battery*	☼→☼→☼→ ☼→☼→☼→

Open the lock   *Manager/Users*

Depending on the construction of the safe or vault, other locks such as key locks may need to be opened first. Any actions required to open the door and lock should be reversed to close and secure the door and lock.

- Enter a Valid ID and code
- *If accepted, the lock will signal 3 green flashes + short beeps* ☼☼☼
- Within 3 seconds, turn the keypad and/or turn the safe handle

Add a User (#50) · *Master/Manager*

In 701 locks supplied by Safelock Systems Ltd, a Manager is installed with ID 01, therefore the only available ID for a User is 02.

Add a User
- Enter #50
- Enter the Master or Manager ID and code
- Enter an available ID and new code
- Press 2 to indicate 'User'
- Press 1 indicate 'Open lock privilege'
- Press Enter. *If accepted, the lock will signal 3 green flashes + short beeps* ☼☼☼

Example to add a standard opening user:

5 JKL 0 MASTER/MANAGER ID+Code | NEW ID+Code | 2 ABC 1 ↵

Change code (#52) · *All*

Opening codes should be changed and tested with the safe or vault door open where possible.

- Enter #52
- Enter the current ID and code
- Enter the current ID and new code **twice**
- Press Enter. *If accepted, the lock will signal 3 green flashes + 3 short beeps* ☼☼☼

Example to change code:

5 JKL 2 ABC CURRENT ID+Code | CURRENT ID+NEW Code | CURRENT ID+NEW Code ↵

Test that the new code works whilst the door is open.

Delete a User (#56) · *Master/Manager*

- Enter #56
- Enter the Master or Manager ID and code
- Enter the ID to be deleted
- Press Enter. *If accepted, the lock will signal 3 green flashes + short beeps* ☼☼☼

Example to delete a user:

5 JKL 6 MNO MASTER/MANAGER ID+Code | ID ↵

Reset a User code (#57) · *Master/Manager*

If a User has forgotten their code, it is possible to reset it rather than deleting and adding the User again.

- Enter #57
- Enter the Master or Manager ID and code
- Enter the current ID and new code **twice**
- Press Enter. *If accepted, the lock will signal 3 green flashes + short beeps* ☼☼☼

Example to reset a user code:

5 JKL 7 PQRS MASTER/MANAGER ID+Code | CURRENT ID+NEW Code | CURRENT ID+NEW Code ↵

Disable or re-enable a User (#54) · *Master/Manager*

In 701 locks supplied by Safelock Systems Ltd, a Manager is installed with ID 01, therefore the User will be installed with ID 02.

- Enter #54
- Enter the Master or Manager ID and code
- Enter the ID to be disabled or enabled
- Press 0 to disable the code or 1 to enable it
- Press Enter. *If accepted, the lock will signal 3 green flashes + short beeps* ☼☼☼

Example to disable a user:

5 JKL 4 GHI MASTER/MANAGER ID+Code | ID 0 ↵

Manage the Manager · *Master*

In 701 locks supplied by Safelock Systems Ltd, a Manager is installed with ID 01. To **delete**, **disable**, **enable**, or **reset** the Manager, the process is the same as for users but only the Master code is valid to perform the command.

Add Manager

Generally, the Manager code can be reset rather than being deleted. If the Manager code on ID 01 has been deleted, it can be added again.

- Enter #50
- Enter the Master ID and code
- Enter an available ID and new code
- Press 4 to indicate 'Manager'
- Press 1 indicate 'Open lock privilege'
- Press Enter. *If accepted, the lock will signal 3 green flashes + short beeps* ☼☼☼

Example to add a Manager:

5 JKL 0 MASTER ID+Code | NEW ID+Code | 4 GHI 1 ↵

Reassign ID 01 · *Master*

In 701 locks supplied by Safelock Systems Ltd, a Manager is installed with ID 01. ID 01 can be reassigned to be a User profile so that the lock operates with a Master and 2 Users as shown in the hierarchy diagram below

| Master (00) | → | Users (01 + 02) |

- Delete the Manager (ID 01)
- When adding a user code into ID 01, follow the process outlined for adding a user.

Example:

5 JKL 0 MASTER ID+Code | NEW ID+Code | 2 ABC 1 ↵

Change code length (#11) — *Master*

By default, the Manager and Users have a code comprised of a 2-digit ID + 6-digits. The code length can be changed to have a 2-digit ID + 7, 8 or 9 digits. If changed, existing Manager and User codes will no longer be valid and will need their codes to be reset and then changed.

- Enter #11
- Enter the Master ID and code
- Press 6,7,8 or 9 to specify the number of digits required
- Press Enter. *If accepted, the lock will signal 3 green flashes + 3 short beeps* ☼☼☼

Example:

1 1 [MASTER ID+Code] [CODE LENGTH 6–9 Digits] ⏎

Force code change (#17) — *Master*

When a new Manager or User code is added to the lock, or a code is reset, the system can require that on first use, the code holder must change their code. By default, force change is set to being disabled.

- Enter #17
- Enter the Master ID and code
- Press 1 to enable force code change or 0 to disable it.
- Press Enter. *If accepted, the lock will signal 3 green flashes + 3 short beeps* ☼☼☼

Example to enable force code change:

1 7PQRS [MASTER ID+Code] 1 ⏎

Keypad beeps (#41) — *Master/Manager*

Keypad beeps can be turned off to prevent others hearing that the lock is being operated.

- Enter #41
- Enter the Master or Manager ID and code
- Press 0 to turn keypad beeps off, or 1 to turn on
- Press Enter. *If accepted, the lock will signal 3 green flashes **(No beeps)** if the beeps have been turned off or 3 green flashes + short beeps if the keypad beeps have been turned on* ☼☼☼

Example to turn keypad beeps off:

4GHI 1 [MASTER/ MANAGER ID+Code] 0 ⏎

Engineer commands — *Master*

Additional commands are available to the Master, which should only be used by engineers who are servicing the lock. More information can for engineers can be found on our website.

Key	Function
#22	Install a lock onto a keypad
#23	Uninstall a lock from a keypad
#25	Reset the lock to factory settings
#32	Install a new keypad onto an existing lock (Command also available to Manager and Users)
#99	Initiate communication for a firmware update

Troubleshooting

Key press results in 2 red flashes + short beeps ☼☼
The lock is in penalty caused by 4 consecutive incorrect code entries. Wait for the 5-minutes penalty period to elapse. After the penalty has elapsed, 2 further wrong codes will again initiate a penalty. The trigger will reset after a valid code has been entered.

3 red flashes + short low beeps ☼☼☼
The code or command has not been entered correctly, re-enter.

If a mistake is made during code or function entry
Press # to cancel

A key does not beep when pressed
If the LED still flashes, keypad beeps may have been turned off. If there is no flash, the batteries may be depleted. Change the batteries.

The safe or vault door does not open
If the lock system is otherwise operating normally, there may be a mechanical fault with the safe. Contact a safe engineer.

Document version

These instructions may be updated from time to time, visit safelocksystems.co.uk to check for updates.