

CUSTOMER OPERATING INSTRUCTIONS

GSA MRK 302

GROUP 1R
OR
GROUP 1

MOSLER COMBINATION LOCK THREE TUMBLER - KEY CHANGE

INTRODUCTION

These instructions cover procedures for operating and changing the GSA MRK-302 Combination Lock. It is recommended that this information be carefully read before attempting to work the lock. It is also recommended that these instructions be retained for reference and use by new personnel.

NOTE: Group 1R Locks have Low Density Tumblers. Group 1 Locks have Brass Tumblers.

The MRK-302 U.L. Group 1 and 1R Combination Lock is equipped with Mosler's unique manipulation resistive shutter driver. Two audible impulses will be noted when the dial is turned past the area of zero as the cams of the shutter driver contact the detent in the lock case. This feature is designed to defeat manipulation attempts with the use of audio instruments.

IMPORTANT

The combination shown below is a factory standard setting. For security reasons it is recommended that this combination be changed to numbers of your own selection following the instructions under "TO CHANGE COMBINATION". This should be accomplished after you have familiarized yourself with the general operation and prior to the actual use of the equipment. (Mosler assistance in changing combinations is available as a standard service, chargeable at current rates). Always turn the combination dial slowly and evenly. Spinning the dial is unnecessary and may damage the lock.

TO UNLOCK

1. Turn the dial to the **LEFT**. Stop **EXACTLY** at the **operating mark** the fourth time the first number, 50 has reached that mark on the dial flange. See Figure 1.
2. Turn the dial to the **RIGHT**. Stop **EXACTLY** at the **operating mark** the third time the second number, 25 has reached that mark on the dial flange.
3. Turn the dial to the **LEFT**. Stop **EXACTLY** at the **operating mark** the second time the third number, 50 has reached that mark on the dial flange.
4. Turn the dial to the **RIGHT**, slowly, until it stops. The bolt of the combination lock is now retracted and the unit is ready to be opened.

IMPORTANT

If the lock does not operate properly, do not use force. Notify Mosler and give the serial number from the plate attached to the unit. Unless specifically authorized by Mosler, claims for service expenses will not be allowed. To insure continued satisfactory operation, the unit should be serviced annually by a qualified service technician.

TO CHANGE COMBINATION

The unit should be open and the locking bolts should be extended to the locked position before attempting to change the combination. If the unit is equipped with a locking bolt interlock, it will be necessary to depress the interlock plunger before the locking bolts can be thrown to a locked position while the unit is open. On some units it may be necessary to remove a cover or door panel to expose the lock.

IMPORTANT

When selecting numbers for a new combination, it is advisable to use numbers that are widely separated. Avoid the use of numbers in the vicinity of zero or exclusive use of 5's and 10's, as these are frequently tried by burglars. To assure maximum performance of the lock, DO NOT use numbers between 89 and 11 in setting the last number of the combination.

1. Obtain the combination to which the lock is presently set.
2. Turn the dial to the **LEFT**. Stop **EXACTLY** at the **change mark** the fourth time the first number is reached that mark. See Figure 1.
3. Turn the dial to the **RIGHT**. Stop **EXACTLY** at the **change mark** the third time the second number has reached that mark.

CONTINUED ON BACK . .

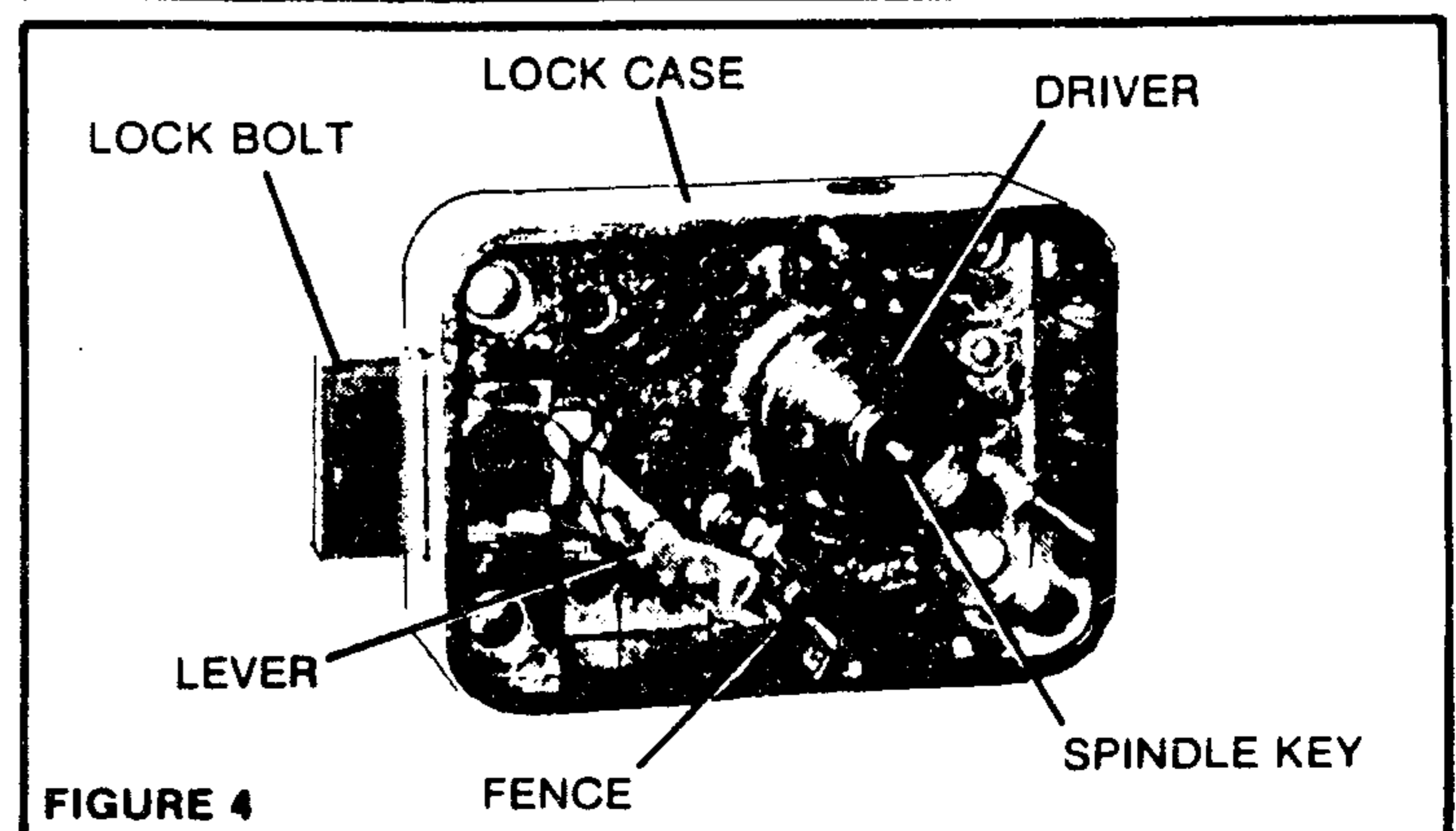
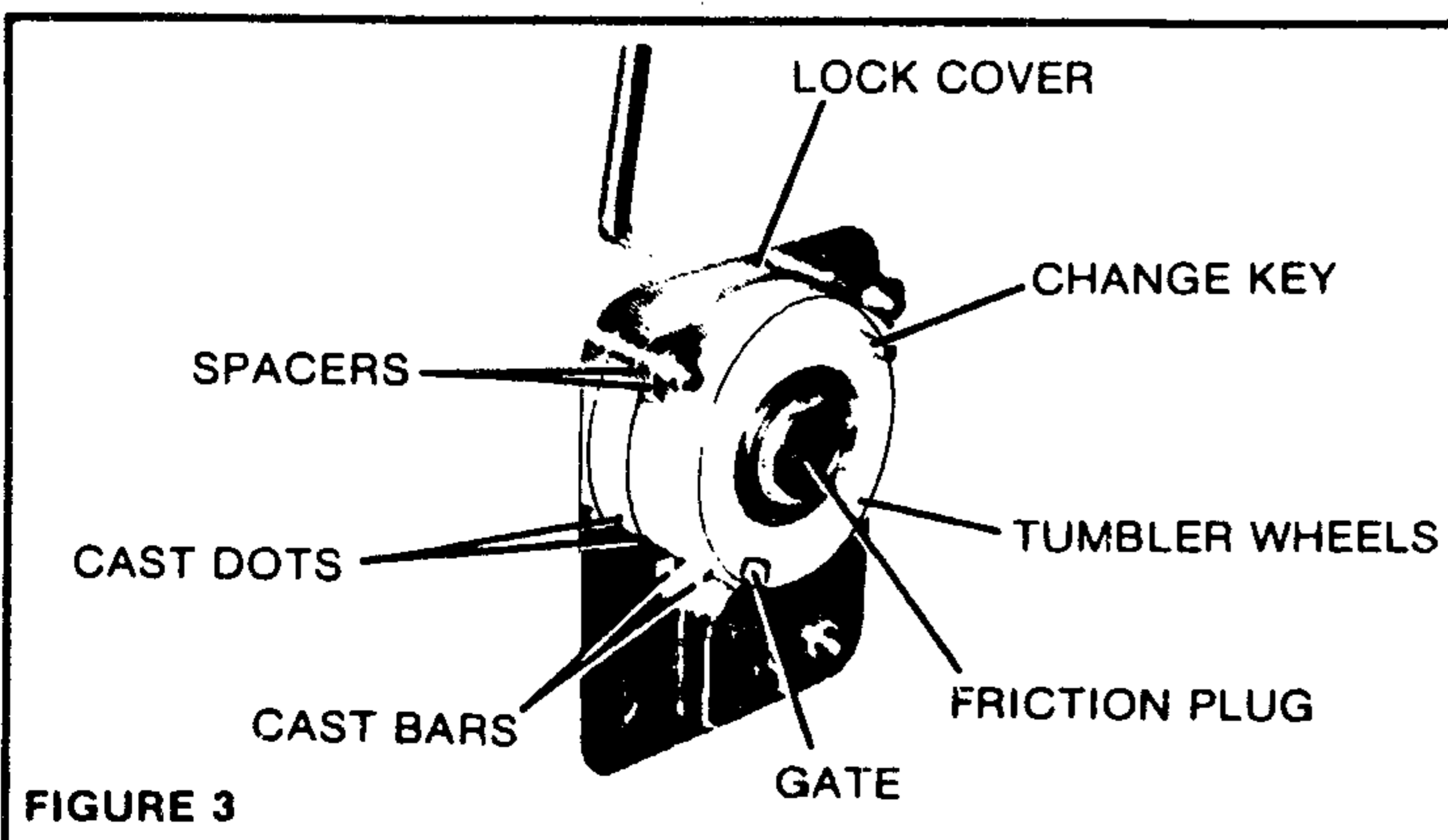
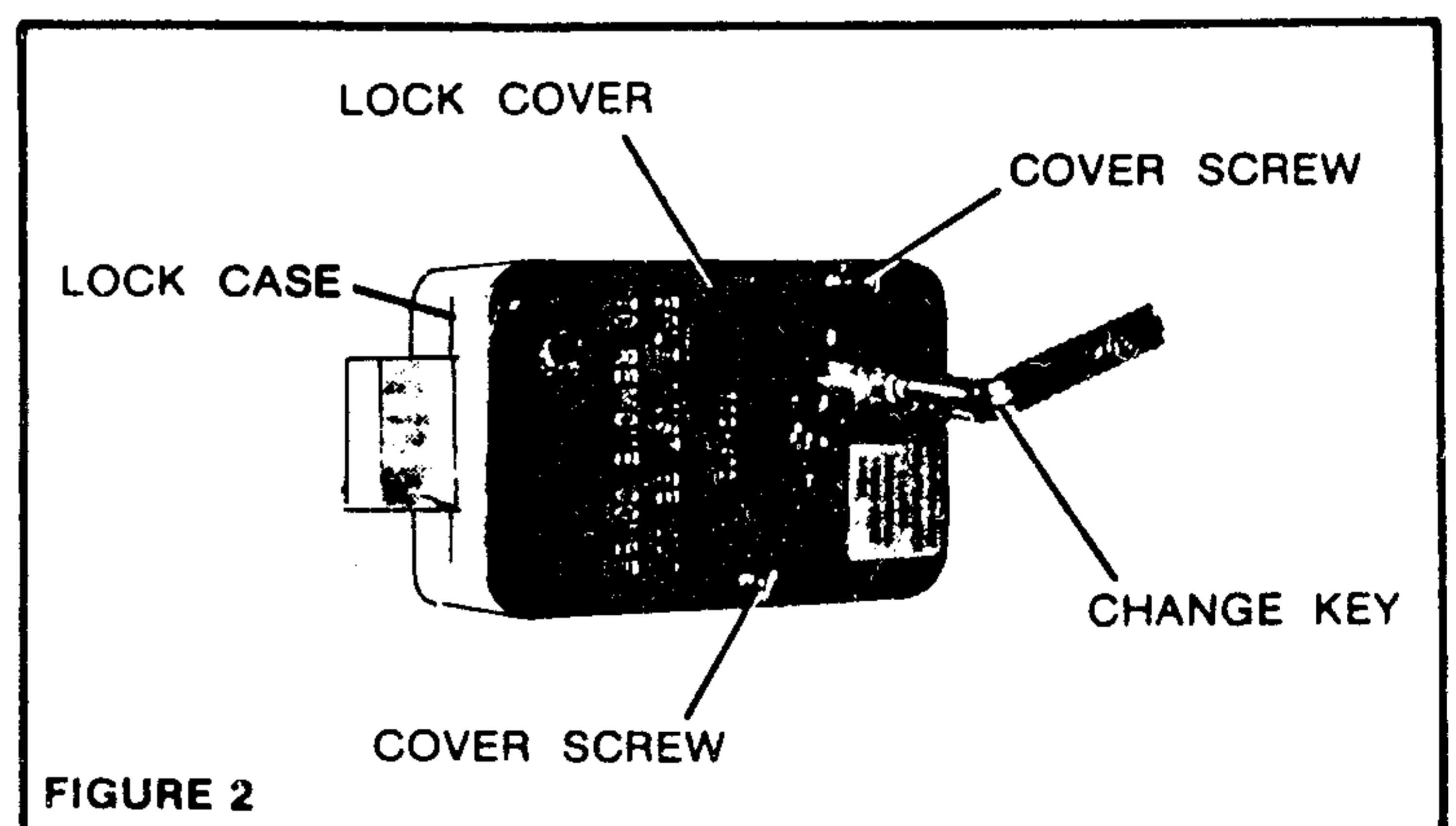
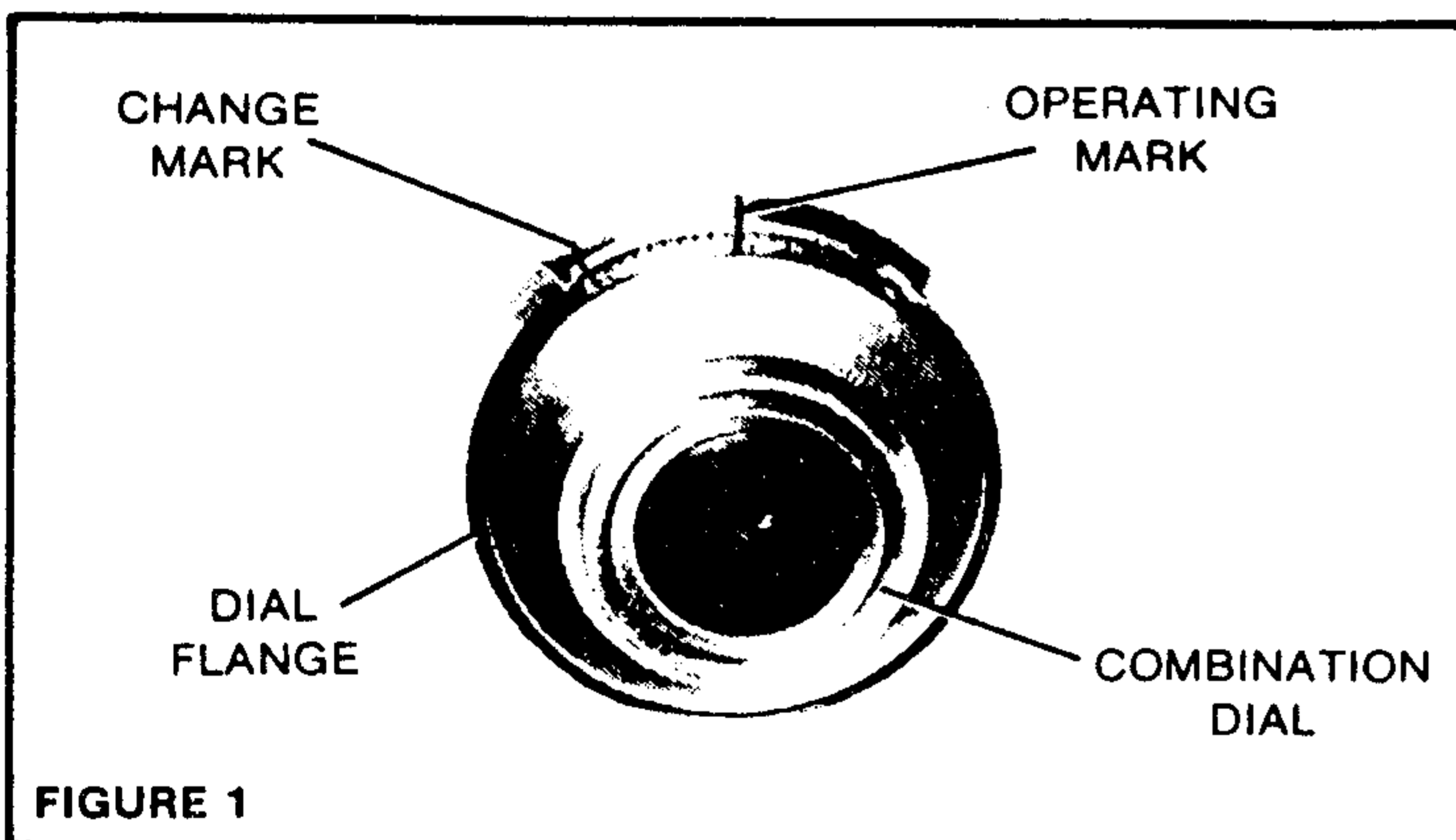
TO CHANGE COMBINATION CONT'D . . .

4. Turn the dial to the **LEFT**. Stop **EXACTLY** at the **change mark** the second time the third number has reached that mark. Leave the dial set on this number.
5. Insert the change key into the change key hole in the lock cover. The projection on the side of the change key must enter the slot in the change key hole and the change key must be inserted all the way up to the shoulder on the key. See Figure 2. Turn the change key in the direction indicated by the arrow (*beside the change key hole*) until it stops. Leave the change key in this position.
6. Select a new combination and record it.
7. Follow instructions under "TO CHANGE COMBINATION", Steps 2, 3 and 4. Substituting the new numbers selected for the original numbers.
8. Turn the change key in the opposite direction indicated by the arrow until it stops and remove the change key from the lock. The lock is now set to the new combination.
9. Follow instructions under "TO UNLOCK" and try the new combination at least twice, with the unit open, to assure that the lock is set properly and operates smoothly.

IF NEW COMBINATION FAILS TO OPERATE

If the lock will not unlock with the new combination, it may be assumed that the new numbers were not set properly. Proceed with the following steps.

1. Remove the two (2) cover screws from the lock case and remove the lock cover, which has the tumbler wheels attached. The lock bolt must be extended to the locked position to remove the lock cover.
2. Rotate tumbler wheels until the **gate in the tumbler wheels all line up with the two (2) small bars** (see Figure 3) cast on the inside of the cover. See Figure 3. The square change key holes in the tumbler wheels, now, all line up with the change key hole in the lock cover. Insert the change key into the change key hole in the cover of the lock and through the tumbler wheels. Turn the change key in the direction indicated by the arrow, until it stops. Leave the change key in this position.
3. Turn the dial of the lock to 50 and stop. Leaving the dial in this position, place the lock cover onto the lock case. Be sure the fence of the lever is outside the edge of the tumbler wheels. See Figure 4. Hold the cover down against the case to overcome the friction plug pressure and install the cover screws. When placing the cover on the lock case, the change key and/or lock dial may have to be moved slightly to permit proper seating of the cover.
4. Return to Step 7 under "TO CHANGE COMBINATION".



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