

ASSA[®]

ASSA ABLOY

CD30 Codoor

Instruction Manual

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About this document

This **configuration manual** contains instructions for installation, setup, configuration and operation of CD30.

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If you have questions or suggestions regarding the product or this documentation, please contact your local ASSA ABLOY Security Solutions representative.

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1 Service description

CD30 is a Scandinavian style Codoor. The CD30, a complete code lock suitable for fitting to a single door, incorporates an electronic code lock, a mechanical locking device and a power unit in the same housing.

2 Safety

2.1 Target group

Target readers	Qualification	Activity	Condition of the product
Installer	Technical training for building or electrical installations.	Installs the product, individual components of the product or replacement parts.	Components of the product are not yet installed or need to be replaced or modified.
Operational startup personnel	Technical training for building or electrical installations. Special knowledge of the device is required.	Puts the product into operation for the first time, or changes the existing configuration.	The product is installed but not yet configured, or the existing configuration is to be changed.
Service personnel	Technical training for building or electrical installations. Special knowledge of the device is required.	Checks the product at regular intervals to ensure that it is in good working order, services the device repairs it or expands and upgrades the device.	Product already in use and requiring servicing.

2.2 General safety precautions

- Read the general safety precautions before operating the device.
- Keep this document for reference.
- Always pass this document on together with the product.
- Please also take into account any additional country-specific, local safety standards or regulations concerning project planning, operation and disposal of the product.

Damage to the device due to electrostatic discharge (ESD)

- Always use wrist straps or similar connected to earth.

Damage due to unsuitable mounting location

- The device should only be used for indoor applications.

3 Standards and guidelines

3.1 EU directives

This product complies with the requirements of the European Directives. The EU declaration of conformity is available from:

ASSA ABLOY Security Solutions
 School Street
 Willenhall
 West Midlands
 WV13 3PW

4 Technical data

	CD30
Operating voltage	Two Lithium 9V type 6LR61 batteries For a safe function we strongly recommend the use of our batteries Ultralife UL9V with 9V, 1200 mAh and sustaining minimum 400 mA peak current.
Operational time	Approx. one year
Number of codes	Nine 4-digit
Indicators	3 x LED (red/yellow/green) 1 x buzzer
Operating temperature	0 to +50 °C
Environment	Indoor use only
IP rating	IP30
Colour	Stainless steel
Dimensions (W x H x D)	64 x 245 x 53 mm
Weight	0.76 kg
Approval	CE

NOTE

Lithium batteries must be used because they provide the following advantages:

- The capacity is constant throughout battery life.
- Longer battery life reduces the environmental impact as fewer batteries are needed.
- Battery storage life can be up to ten years.



5 Details for ordering

Type	Order No.	Designation	Weight
CD30	10038510019	Codoor	0.76 kg

6 Package contents

Check that you have the following parts before discarding the packing materials:

- 1 x CD30
- 4 extension sleeves for handle nipples (use only one pair, M4 or M5).
- 1 x reinforcing spring.
- 1 x reinforcing spring holder.
- 1 x Instruction manual

7 Description of Equipment

7.1 General use

The CD30, a complete code lock suitable for fitting to a single door, incorporates an electronic code lock, a mechanical locking device and a power unit in the same housing. When CD30 is fitted, the outside door handle is disengaged and may be pressed down without opening the door. To open the door, a 4-digit code has to be entered. The handle on the inside of the door is not affected by CD30, and works normally for people leaving the premises.

7.2 Mounting

The CD30 may be fitted on most doors with handle operated ASSA modular type mortise locks. See 9 *Mounting* for more information.

When fitted, the external handle is inoperable until a valid code is entered. The internal handle is not affected and will retract the latch bolt as required.

7.3 Keypad

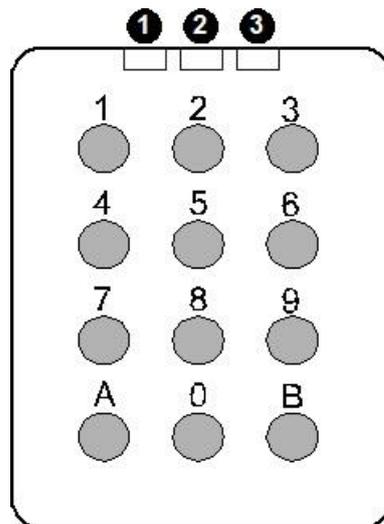


Fig. 1 Keypad CD30

❶	Red LED.
❷	Yellow LED.
❸	Green LED.
0-9	Are used for entering codes and/or programming.
A/B	Are used only for programming.

In this manual three symbols illustrate how the LEDs are used:

○ = OFF

● = ON

✱ = Flashing

7.4 LED Status at battery warning

	First warning level for low battery: Flashing LED and a delay of the unlocking.
	Second warning level for low battery: Fast flashing LED on each key press. Door can be opened only with Administrator code.

7.5 Buzzer

CD30 also incorporates a buzzer to confirm each key press (if required).

The buzzer also sounds to confirm successful programming.

8 Change Administrator code

8.1 Present Administrator code is known

**NOTE**

- The Administrator code cannot be the same as the code 112186 to erase the memory. See section *11 Erase memory*.
 - If you are in administrator mode and don't press a key the device will automatically leave the administrator mode after 30 seconds.
-

CD30 is delivered with the default Administrator code set as 112233.

1. Press B.
→ ○ ○ *
2. Enter the 6-digit Administrator code.
→ * * *
3. Press A27.
→ The buzzer sounds a confirm tune.
→ ● ● ●
4. Enter a new 6-digit Administrator code.
→ The buzzer sounds a confirm tune.
5. Verify by entering the same Administrator code again.
→ CD30 exits at the Administrator mode.
→ * * *
6. Make a note of the Administrator code.

8.2 Present Administrator code is not known



NOTE

- The Administrator code cannot be the same as the code 112186 to erase the memory. See section 11 *Erase memory*.
- If you are in administrator mode and don't press a key the device will automatically leave the administrator mode after 30 seconds.

1. Remove the CD30 from the door.
2. **Quickly** press the reset button on the back of the CD30.



NOTE

- Please use a plastic tool to press the reset button to avoid any damage.

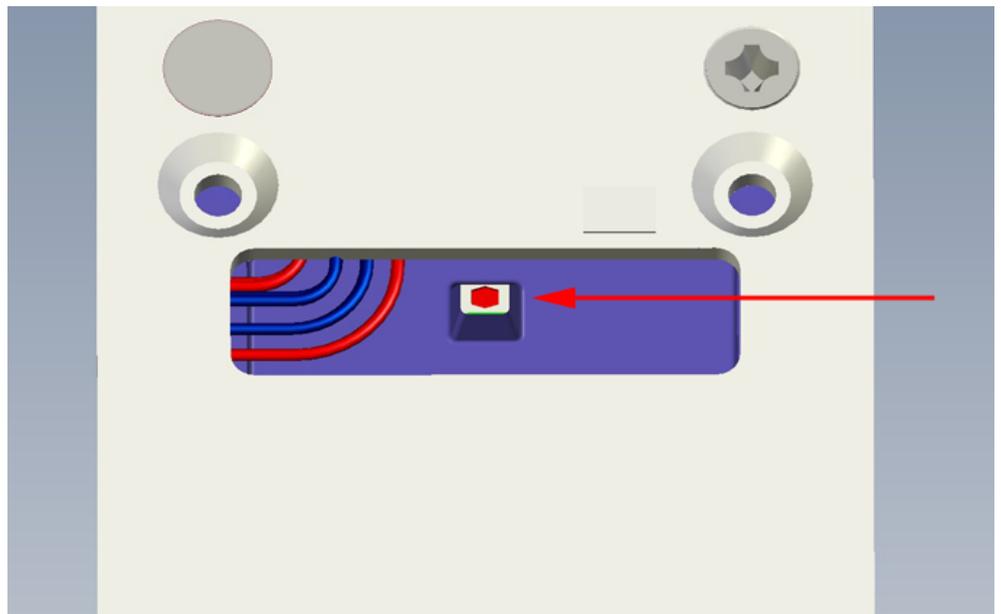


Fig. 2 Reset button on the back

- The buzzer sounds a confirm tune.
 - * * *
3. Enter the desired 6-digit Administrator code.
 - The buzzer sounds a confirm tune.
 4. Verify by entering the same Administrator code again.
 - The buzzer sounds a confirm tune.
 - If the second input doesn't match the first input the buzzer will sound a error tone and the Administrator code will not be changed.
 5. Make a note of the Administrator code.

9 Mounting

9.1 Technical details


NOTE 1

Do not mount two CD30 units back to back on one door. They cannot both control the latch.

- CD30 is suitable for most doors with handle-operated mortise locks.
- The distance between the centre of the handle and the centre of the cylinder should be between 105 – 116 mm.
- Latchbolt function.
- The handle must have an 8 mm square spindle.
- The handle's fixing holes should be at 30 – 38 mm centres (diagonal).
- The CD30 can be used with a variety of locks such as ASSA 8561 or 565
- The backset should be 70 mm.

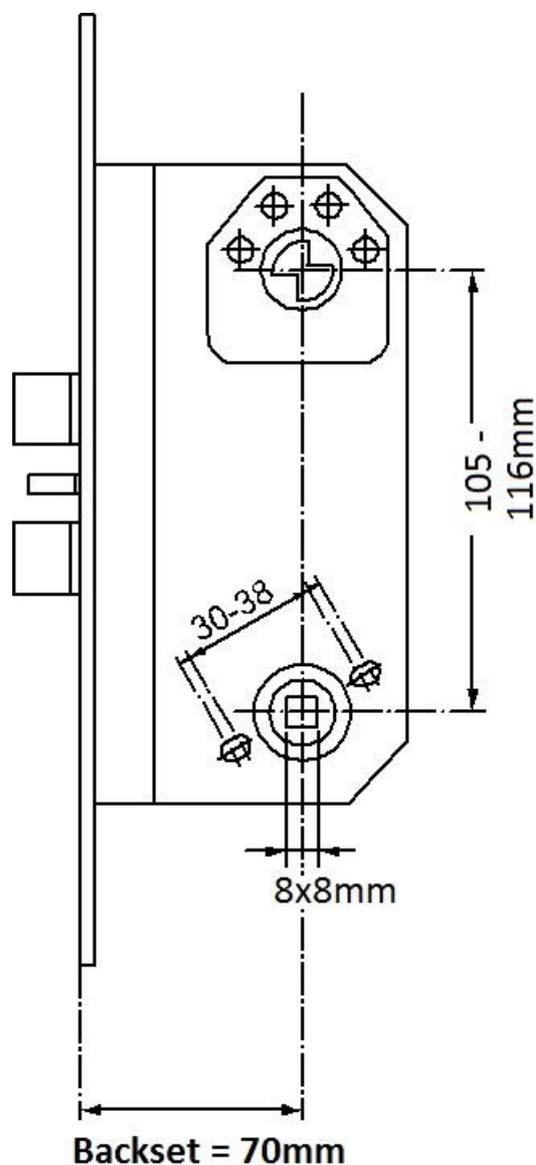


Fig. 3 CD30 door mounting

9.2 Fitting CD30 to the door



1. Check that the Administrator code has been set. See section 8 *Change Administrator code*.
2. Make sure you have the following tools handy:
 - Screwdriver for door handle and cylinder ring screws.
 - Hacksaw for trimming lever handle spindle.
3. Remove the cylinder ring and door handle from the door by loosening the four screws. See figure 1.
4. Ensure that the handle spindle does not project more than 20 mm on the outside of the door. If the spindle is too long, push it through into the handle on the inside. If this cannot be done, cut the spindle to the right length. See figure 2.
5. Prepare the handle by extending the screws with the supplied extension sleeves (M4 or M5). See figure 3.
6. Place the CD30 on the outside of the door with the handle attached, and pass the lever handle spindle through the square hole. See figure 4.
7. Ensure that the red mark on the follower point downwards. See figure 5.
8. Tighten the four previously loosened screws to the nipples (the screws for the handle first). These should be just firm. Over-tightening may distort the lock structure so that it jams. See figure 6.
9. Test the mechanical function of the CD30. See section 9.2.1 *Test mechanical function of CD30*.

9.2.1 Test mechanical function of CD30

- It must always be possible to open the door from the inside.
- The handle on the outside should not be engaged, and should not open the door until the correct code is entered.
- When the correct code is entered, the handle on the outside should activate the lock, but only once. As the handle is released, it should again disengage.
- If the correct code is entered but the handle is not pressed down, the CD30 should automatically disengage the handle after about 4 seconds.
- The handle on the outside must not be jammed in any position, and should spring back up completely after being pressed down.

9.3 Change batteries

When the unit's batteries run flat the CD30 will cease to release the latch so the unit should be fitted with cylinder override. The lock has a backup power supply that will allow the door to be opened a limited number of times, but the batteries should be replaced as soon as the low battery warning is noticed. See sections *10.3 Disable/enable buzzer* and *12.4 Backup power supply*.

1. Remove the CD30 from the door.
2. Remove the two batteries from the rectangular shaped holes on the lower part of the back of the unit (to power off the unit).
3. Always change both batteries at the same time. See section *4 Technical data*.
4. Re-mount the CD30.

10 Programming

10.1 Set Group code

Up to nine 4-digit codes can be programmed into the CD30. The ninth code can also be used to unlock/lock the door.

10.1.1 Enter Group code



NOTE

If you have entered the wrong Axx command (e.g. in step 3 below) you can abort the command and exit to Administrator mode by pressing A again.

Nine 4-digit Group codes can be set. Each Group code needs to be assigned a code number (1-9).

Note that the code 0000 cannot be used as group code because it is used for deleting existing group codes. See *10.1.3 Delete Group code*.

1. Press **B**.
→ ○ ○ *
2. Enter the 6-digit Administrator code. See section *8 Change Administrator code*.
→ * * *
3. Press **A21**.
→ The buzzer sounds a confirm tune.
→ ● ○ ●
4. Enter the desired 1-digit code number (1-9).
→ The buzzer sounds a confirm tune.
→ ● ○ ●
5. Enter the desired 4-digit Group code.
→ The buzzer sounds a confirm tune.
→ ● ○ ●
6. To set another Group code, follow steps 4-5.
7. Press **B** to enter the Administration mode.
8. Press **B** to leave the Administration mode.

Codes					
Code 1:		Code 4:		Code 7:	
Code 2:		Code 5:		Code 8:	
Code 3:		Code 6:		Code 9:	

10.1.2 Change Group code

1. Press **B**.
→ ○ ○ *
2. Enter the 6-digit Administrator code. See section 8 *Change Administrator code*.
→ * * *
3. Press **A21**.
→ The buzzer sounds a confirm tune.
→ ● ○ ●
4. Enter the desired 1-digit code number (1-9).
→ The buzzer sounds a confirm tune.
→ ● ○ ●
5. Enter the desired 4-digit Group code.
→ The buzzer sounds a confirm tune.
→ ● ○ ●
→ The existing Group code will be over-written.
6. To change another Group code, follow steps 4-5.
7. Press B to enter the Administration mode.
8. Press B to leave the Administration mode.

10.1.3 Delete Group code

1. Press **B**.
→ ○ ○ *
2. Enter the 6-digit Administrator code. See section 8 *Change Administrator code*.
→ * * *
3. Press **A21**.
→ The buzzer sounds a confirm tune.
→ ● ○ ●
4. Enter the desired 1-digit code number (1-9).
→ The buzzer sounds a confirm tune.
→ ● ○ ●
5. Enter **0000**.
→ The buzzer sounds a confirm tune.
→ ● ○ ●
6. To delete another Group code, follow steps 4-5.
7. Press B to enter the Administration mode.
8. Press B to leave the Administration mode.

10.2 Lock/unlock door

Unlock door

1. Press **A1A**.
 - The buzzer sounds a confirm tune.
 - ○●○
2. Enter the group code stored as the 9th code (four digits).
 - The buzzer sounds a confirm tune.
 - ○○●●
3. Open the door.

Lock door

1. Press **A0A**.
 - The buzzer sounds a confirm tune.
 - ○●○
2. Enter the group code stored as the 9th code (four digits).
 - The buzzer sounds a confirm tune.
 - The door is now locked.
 - CD30 returns to normal operation.

10.3 Disable/enable buzzer

The default setting is for the buzzer to sound as each key is pressed. Change if silent operation is required.

1. Press **B**.
 - ○○*
2. Enter the 6-digit Administrator code. See section 8 *Change Administrator code*.
 - ***
3. Press **A65**.
 - The buzzer sounds a confirm tune.
 - ●●●
4. To enable press **1**.
 - or -
 - To disable press **0**.
 - The buzzer sounds a confirm tune.
 - The CD30 returns to the Administrator mode.
5. Press **B** to leave the Administrator mode.

11 Erase memory

In cases where the CD30 is moved to another door (with new users), old codes should not remain. The best way to ensure this is to erase the memory.

1. Remove the CD30 from the door.
2. Press and hold the reset button on the back of the CD30 for at least 2 seconds.

→ The buzzer sounds a confirm tune.

→ * * *

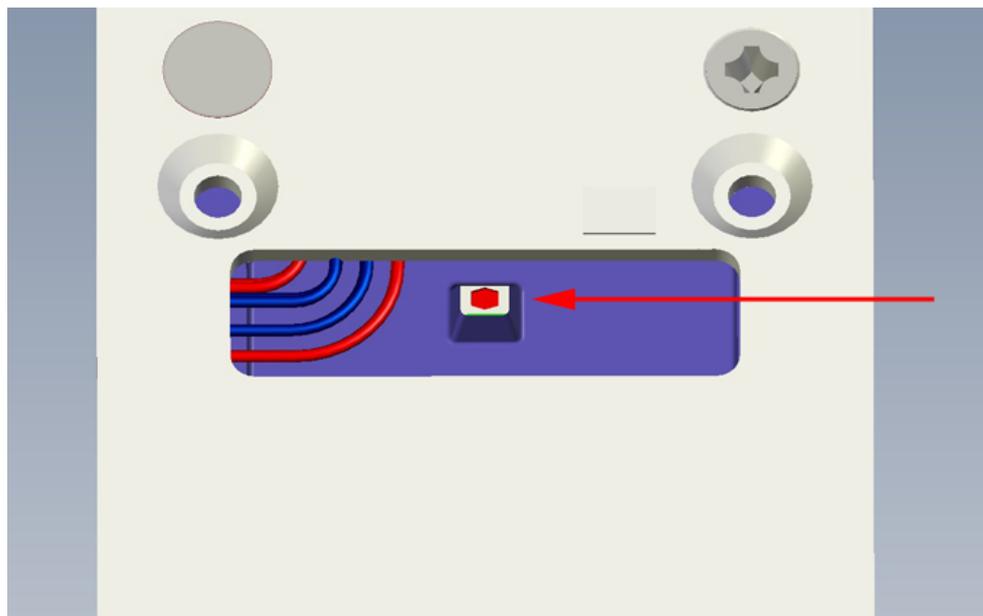


Fig. 4 Reset button on the back

3. Press **112186**.
 - The buzzer sounds a confirm tune.
 - The buzzer sounds a warning tone to alert that you are about to erase the memory.
 - * * *
4. Press **112186**.
 - The buzzer sounds a confirm tune.
 - ○ ○ ○
 - The memory is erased.
 - The CD30 is in default mode with the following default settings:
 - Administrator code: 112233
 - The Administrator code can also be used for unlocking the door.
 - All memory locations are empty.
 - Buzzer on.

12 Operation

12.1 Leaving the premises

The CD30's mechanical locking device only affects the outside door handle. The door can always be opened from the inside as usual.

12.2 Automatic resetting

CD30 has two separate resetting systems to return the lock to the locked position after a code has been entered. The lock is reset mechanically each time the door handle is used during access. The lock is also electronically reset if the handle is not used within 4 seconds after a code being entered.

This provides security against unauthorised access, since the CD30 can never accidentally be left in the unlocked position.

12.3 Access blocking

To eliminate attempts to obtain an access code by trial and error, CD30 incorporates a blocking function to disable the unit after 12 false key presses (three successive incorrect 4-digit codes). The unit remains blocked until 2 correct codes are entered successively.

12.4 Backup power supply

When the batteries are running low, CD30 will flash the red LED for 3 seconds before opening the lock. The lock has a backup power supply that will allow the door to be opened 200 times or a time of two weeks has passed.

After the door has been opened 200 times the only way to open the door is with the Administrator code.

13 Command overview

Command	1.	2.	3.	4.	5.	6.	7.
Change Administrator code							
Change Administrator code (Present Administrator code is known)	Press B.	Enter the 6-digit Administrator code.	Press A27.	Enter a new 6-digit Administrator code.	Verify by entering the same Administrator code again.	Make a note of the Administrator code.	
Change Administrator code (Present Administrator code is not known)	Remove the CD30 from the door.	Press quickly the reset button on the back of the CD30.	Enter the desired 6-digit Administrator code.	Verify by entering the same Administrator code again.	Make a note of the Administrator code.		
Change Group code							
Enter Group code Change group code	Press B.	Enter the 6-digit Administrator code.	Press A21.	Enter the desired 1-digit code number (1-9).	Enter the desired 4-digit Group code.	Press B to enter the Administration mode.	Press B to leave the Administration mode.
Delete Group code	Press B.	Enter the 6-digit Administrator code.	Press A21.	Enter the desired 1-digit code number (1-9)	Enter 0000.	Press B to enter the Administration mode.	Press B to leave the Administration mode.
Unlock/Lock door							
Unlock door	Press A1A.	Enter the group code stored as the 9th code (four digits).					
Lock door	Press A0A.	Enter the group code stored as the 9th code (four digits).					
Buzzer enable/disable							
Disable buzzer	Press B.	Enter the 6-digit Administrator code.	Press A65.	To enable press 0.	Press B to leave the Administration mode.		
Enable buzzer	Press B.	Enter the 6-digit Administrator code.	Press A65.	To disable press 1.	Press B to leave the Administration mode.		
Erase memory							
Erase memory	Remove the CD30 from the door.	Press the reset button on the back of the CD30.	Press 112186.	Press 112186.			

14 Troubleshooting

Symptom	Remedy
Lock does not open when Group code/PIN is entered.	<ul style="list-style-type: none"> ● Check that the correct Group code/PIN has been entered. ● Make sure the handle is not pressed down as the code is entered ● Check that the handle is not sagging. ● Check that CD30 is fitted exactly vertical. ● Check that the lock is not fitted too tightly to the door, in which case the handle could be jammed. ● Check that the red mark on the follower for the lever handle spindle is pointing downwards.
CD30 is in unlocked position	<ul style="list-style-type: none"> ● Set CD30 to locked position (if required). See section <i>10.2 Lock/unlock door</i>.
CD30 does not sound following key presses.	<ul style="list-style-type: none"> ● Activate the buzzer. See section <i>10.3 Disable/enable buzzer</i>. ● Check the batteries and change any discharged batteries. See section <i>9.3 Change batteries</i>.
Batteries are rapidly discharged.	<ul style="list-style-type: none"> ● Frequent use requires frequent change of batteries. See section <i>9.3 Change batteries</i>. ● Check whether the handles returning to the horizontal position.

15 Glossary

	Definition
Access group	a number of users sharing the same access level
Administrator code	a combination of alphanumeric characters that an administrator possesses for verification of identity
Group code	a combination of numeric character that an access group possesses for verification of identity

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