

## Operating instructions

### Deposit safes with deposit drawer AGDF / AGDR

Included in delivery:

Additional operating instructions as required (depending on the lock equipment)

Double-bit key (for double-bit lock, if built in)

Change key (for number combination lock, if built in)

Cylinder key (for locking of the boltwork cover, necessary for mounting of the alarm detectors in the door)

Supplementary sheet to the operating instructions „EMA preparation in safes LFG810020“

## 1 General information

### 1.1 Validity of this instruction:

Deposit safes with deposit drawer type AGDF / AGDR

#### 1.1.1 Classification of the deposit safes

	resistance-grade according to EN 1143-2 certified by VdS, ECB.S	accepted by VSÖ VVO
AGDF / AGDR	grade D-I	class EN 1

### 1.2 Dissolving of the certification

After burglary attacks, fire or improper intervention in design and function, the certification will be dissolved. Particularly interventions in the locking system may be carried out only by experts authorized by the manufacturer.

### 1.3 Usage

The Deposit Safe with deposit drawer is specifically designed for the secure storage of money. Daily cash collections can be deposited by the staff into the drawer without having to unlock the safe. With the anti-fishing device, no access to the deposited assets is possible when the drawer is opened.

The safe door and deposit drawer are secured by separate locks with separate keys or codes. The key or code for opening the safe should not be readily accessible and should be kept away from the safe. Only managers or those responsible for emptying the safe should have the key or code. Therefore, in the event of a robbery or hold-up, the safe cannot be forced to be opened, thus protecting the valuables inside the safe.

### 1.4 Size of the deposits

Envelopes, safebags oder bags

length	150-300 mm
width:	100-145 mm
thickness:	2-30 mm

### 1.5 Fabrication number of the safes

The fabrication number (order number) and the type name are stamped at a label at the inside of the door. The fabrication number is needed in case of further inquiries.

### 1.6 Transport and place of installation

Before the installation the permitted floor loading has to be checked.

The drawer safe has to be installed and levelled, so that the door does not swing in any open position.

### 1.7 Floor fixing

All drawer safes are prepared for a floor fixing and must be anchored according to paragraph 6.

### 1.8 Accident prevention

**ATTENTION: do not reach with your hand into the interstice between door and frame – injury danger!**

**ATTENTION: do not reach with your hand into the insertion slot or touch the manipulation fenders resp. the flaps – sharp-edged – injury danger!**



### 1.9 Environmental conditions for electronic locks

Temperature range:	0° up to +60° C
Humidity:	max. 75 % not condensing
Electromagnetic compatibility:	according to VdS 2110

Because electronic components could be damaged by electromagnetic fields, electric welding in a radius of at least 5 meters is not permitted.

If electric weldings are unavoidable, the electronic lock has to be deinstalled and taken away from the endangered zone by our customer service.

### 1.10 Code Security

If your safe is equipped with a codelock, never use simple number combinations (eg. 112233, 123456), personal data (eg. birth days) or in case of electronic locks with a keyboard combinations with few different numbers (eg. 000111). To improve security change the codes regularly.

### 1.11 Maintenance

Except for a few exceptions water based paints are used. For cleaning we recommend standard alkaline household detergents. In no case use nitro or related dissolvers. In case of doubt try in a hidden area.

## 2 Initial operation lower part deposit safe

### 2.1 Unlock the locks

2.1.1 Open the code locks with the factory code according to enclosed operation instructions.

2.1.2 Keylocks:

Swing keyhole cover clockwise.

Insert the key into the keyhole with the longer key-bit down.

Turn the key clockwise until stop.

### 2.2 Turn the handle clockwise until stop (counterclockwise in case of a left hinged door)

### 2.3 Open the door

### 2.4 Adjust the code locks to a personal code according to enclosed operating instructions

Mechanical number combination locks and electronic locks have to be adapted with open door and boltwork in locking position.

Lock and unlock the number combination lock several times.

In case of electronic locks with several possible opening codes one opening code should be stored in a secure place (not in this safe), because without valid opening code nondestructive opening is not possible!

## 3. Unlock and open the deposit safe

### 3.1 Unlock the locks

3.1.1 Open the code locks with the opening code according to enclosed operating instructions.

3.1.2 Keylocks:

Insert the key into the keyhole with the longer key-bit down.

Turn the key clockwise until stop.

### 3.2 Turn the handle clockwise until stop

### 3.3 Open the door

In case of an open boltwork the locks cannot be locked. To remove a key, the boltwork has to be brought into locking position while the door is open.

## 4. Close and lock the deposit safe

Initial position: Door open, boltwork open, locking bolt retracted.

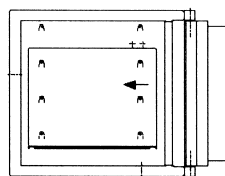
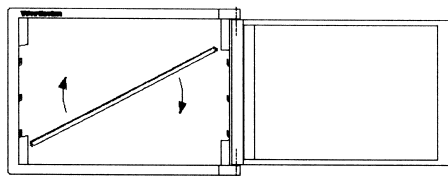
### 4.1 Close safe door with both hands at the handle

### 4.2 Turn the handle counterclockwise until stop (clockwise in case of a left hinged door)

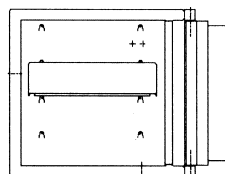
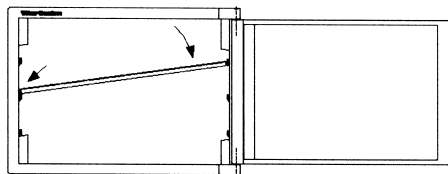
### 4.3 Lock the locks, if necessary remove the key

### 4.4 For safety reasons check if the lock is locked properly (opening test without entering code, turn the handle)

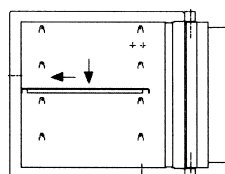
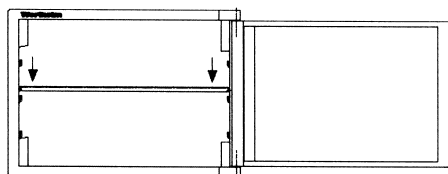
## 5 Shelf mounting



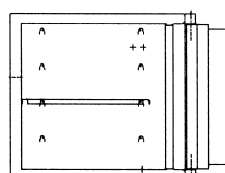
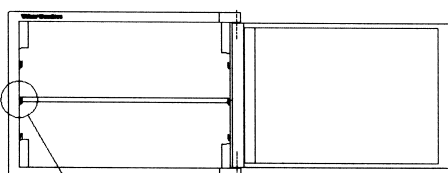
1. Place the shelf diagonally at the back of the safe.



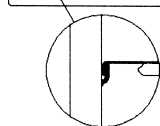
2. Adjust the shelf horizontally.



3. Push the shelf above the shelf clips to the rear wall and move it into the shelf clips.



4. Check that the shelf is securely engaged into all four clips (see detail!)



In principle, the installation of a shelf is possible, but the remaining height above the shelf has to be considered, not to hinder the slipping down of the safebag and not to reduce the max. capacity too much.

## 6. Anchoring

### 6.1 Wertheim deposit safes are equipped with 4 floor fixing holes. For acceptance by the insurance all anchorings are required.

Included anchors: 4x HILTI HST M16x140/25 - suitable for mounting directly on concrete floor.

For floors with max. 80 mm floor construction (floor screed + insulation) to the load-bearing concrete floor, please use anchoring set 4x HILTI HST M16x215/100 (art. nr. LFE820001)

For deeper anchoring in concrete the anchoring can be made with longer HILTI HST M16 anchors or alternative with adhesive anchors and M16 thread bar with a steel quality of 8.8 according to the processing guidelines of the manufacturer.

On floor constructions other than concrete, the fixing needs to have a diameter of 16 mm and a minimum steel quality of 8.8 with a washer minimum 30 mm outer diameter and 3 mm thick.

**Mount the supplied anchor preferably in bearing concrete base, an anchor in the screed just is not enough.**

Ensure that no electrical wiring or pipe work is in the region of drilling.

Place the safe in situ, ensuring it is level. Levelling is imperative for operational and safety purposes as the door should stop in every position when opened and not swing in or out due to improper levelling.

Use a  $\varnothing$  16 mm masonry drill, drill through the hole in the safe appr. at least 120 mm deep.

After drilling remove dust.

Push the anchor through the prepared hole, until 10 mm above the nut bearing face.

Mount washer and nut. Fasten with 24 mm socket wrench to a torque of 110 Nm.



## 7. Operation of the drop in drawer

### 7.1 Unlock the locks

7.1.1 Open the electronic locks with the factory code according to enclosed operation instructions.

7.1.2 Keylocks:

Insert the key into the keyhole with the longer key-bit down.

Turn the key clockwise until it stops.

7.1.3 Turn the handle clockwise until it stops.

### 7.2 Pull out drawer until it stops.

**If the drawer does not open, do not force it!**

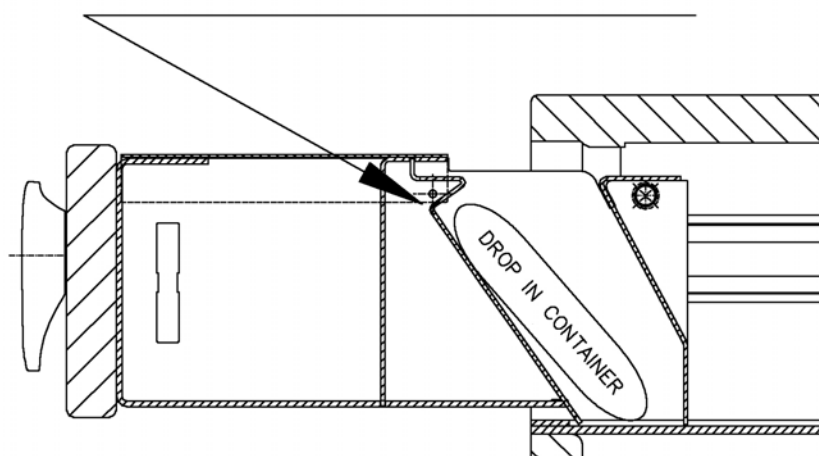
**Perhaps the receiving space is full, which blocks further use.**

**See Safety Function paragraph 8**

7.3 Insert deposit (envelope, safebag etc.) into the slot all the way to the back of the drawer.

**Attention: the top of the deposit should not protrude above the upper edge of the rear guide sheet!**

Top edge of deposits  
below metal sheet Fold



**7.4 Close drawer entirely, pull it out again and check whether the insertion slot is empty.**

**7.5 Insert drawer until stop – don't throw it!**

**7.6 Turn the handle counter clockwise until stop**

**7.7 Lock the locks**

For safety reasons check if the lock is locked properly  
(opening test without entering code, turn the handle)

## **8 Troubleshooting**

**Should the drawer fail to open after opening the lock and drawer boltwork, the deposited goods could be jammed in the hatch, or due to a full receptacle, the deposited goods have not completely exited the hatch.**

**In this case, the main door (under the deposit drawer) can be opened, and the jammed deposited goods can be pulled from under the deposit hatch and gently removed.**

**Caution: The anti-fishing device in the deposit hatch has very sharp edges. Therefore extreme care should be taken and ggf gloves should be worn when removing jammed items from the hatch.**

## **9 Operation of the Options**

**9.1 Drawer equipment for 4 banknote bundles and coins with lockable cover plate**

(not possible with models DR)

With the drawer opened, the cover can be unlocked and folded back. If required, the compartments for bank notes can be removed by unscrewing the 2 screws located in the drawer floor.

Before closing the drawer, the cover must be closed and the key must be removed.

**Attention: Valuables stored in this compartment are not insured in grade D-I. Please speak with your insurer.**

**9.2 Shelf**

Note when installing a shelf, that there is sufficient space for the deposits above the shelf.

Install it at least on the 4<sup>th</sup> shelf support from above or even deeper.

**9.3 Lockable receiving cassette**

(option not possible at models DR) - shelf necessary.

Install the shelf on the 4<sup>th</sup> shelf support from above.

Push the cassette with unfolded cover to the back wall.

Pull out the safe cassette for disposing, close and lock the cover and carry with the built-in handle.

**9.4 Retaining plate**

Prevents uncontrolled slipping out of the deposit, when the door is opened.

Push the retaining plate with the slots down in the front shelf supports.

More than one retaining plate can be installed one above the other, also above a shelf.

Not possible in combination with a receiving cassette.

## 10 Connection to the alarm system

### 10.1 Standard preparation

Wertheim safes from Modell AG20DF / AG15DR are prepared ex works for the installation of sensors accepted by the VdS (required consoles are mounted):

For the alarm cable to the alarm system the installation of a hanging loop is prepared.

The preparation of the alarm system is certified by VdS (G 110089) and documented by a separate instruction (LFG810020).

### 10.2 Optional switch set

(from model AG20DF / AG15DR)

The required switches and small distributors (without noise detector and pull out sensor) can be pre-mounted ex works, but not wired and adjusted. They also can be ordered later.

### 10.3 Pull out sensor in case of floor fixing

Wertheim deposit safes are prepared ex works for the installation of a pull out sensor. Installation precondition for the scheduled pull out sensor AM115 is the mounting of a heavy load plug:

SLD 31 - Drill  $\varnothing$  15 mm

The holes can be drilled through the not counter-sunk hole in the safe floor.

Mount the pull out sensor on the not counter-sunk hole in the safe floor.

## 11 Conduct in case of key loss

In case of key loss the lock has to be opened with a spare key. Replace it as soon as possible by customer service or authorized technicians.

**ATTENTION:** If the safe is opened with a found or stolen key in case of burglary, the insurance company is not liable for insured loss!



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