

USER MANUAL

ELEMENT



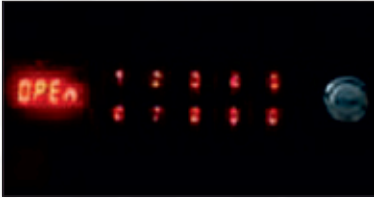
Modern and stylish Fire-resistant safe, perfect for home and business use, offering superior fire protection for your valuables and important documents.

TABLE OF CONTENTS

1) Know your safe	02
2) Features	02
3) Package Contents	03
4) Important Instructions	03
5) Operating Instructions	04
a. To Open the Safe's Door	04
b. To Install / Replace the Batteries	04
c. To Change the User1 Code	04
d. To Change the User2 Code	05
e. To Change Master Code	06
f. To Open your Safe with Master Code	07
g. To Open the Safe using Mechanical Override	07
h. To Stop your Code from being displayed	07
i. Lock out Mode	08
6) Replacing the Battery	08
7) Troubleshooting Information	09
8) Information on E-Waste Handling and Management	10

1) KNOW YOUR SAFE

1. 6 LED Display



2. Keypad



3. Battery Compartment



4. Memory Button



2) FEATURES

- Fire-resistant safes with attractive and compact design
- Modern and stylish design that will fit anywhere
- Electronic lock gets activated only when in use, making it more secure
- Convenient plastic tray
- Two hefty 16 (5/8") solid chrome plated locking bolts
- Pre-drilled anchor hole
- Low Battery Indication
- 4 digit to 20 digit User1 and User2 Code
- Mechanical Override Facility

Batteries: 4* AA Batteries.

3) PACKAGE CONTENTS

- Fire Resistant Safe
- User Manual
- Grouting Bolt
- 4* AA Batteries
- Silica gel to absorb moisture
- Plastic Tray
- Mechanical Override Key
- Warranty Card

4) IMPORTANT INSTRUCTIONS

- In order to activate the touch pad, press Start button
- Do not use any liquid while cleaning the keypad. You could use a damp cloth if required
- Make sure the safe is grouted properly as it could fall and hurt people or damage property
- Do not place any liquid on top of the safe; a spill on the keypad may render the safe inoperable
- A maximum of two users can access the safe
- For every key press, a beep sound will be heard
- Do not open or try to repair the safe yourself. In case of any problem contact Godrej Security Solutions service center on 1800 209 9955

5) OPERATING INSTRUCTIONS

a. To Open the Safe's Door

- To open the safe's door, first press the START button once, then enter the 4-20 digit User1 Code (Default code is 123456) or 4-20 digit User2 Code (Default Code is 567890). After the correct code is entered, 4 beeps will be heard and the display will show "OPEn".
- To unlock the door, you need to rotate the handle clockwise after the display shows "OPEn". The mechanism is activated for 3 seconds only. You need to unlock the door within 3 seconds otherwise the door will get locked again.
- To lock the safe, close the door and rotate the handle anticlockwise.

b. To Install / Replace the Batteries.

- When installing or replacing the batteries, the LCD display will automatically scan the status of the electronic lock system. If everything is fine, the word "good" will be displayed. The safe is now ready to be used.
- When the battery is low, "Lo-bAt" will be seen on the LCD display after you enter the password. The door will unlock after showing this message, but you should replace batteries immediately.
- Remove the battery cover plate and install the four 1.5V AA batteries. Ensure that the (+) and (-) positions are correct.

c. To change the User1 Code

Note: Do not close the safe until a new code has been entered. Try the new code before locking the safe.

- After opening the door, press the memory button on the back side of the display panel. The display will show “1USER,” COdE” & “- - - - -” successively. Enter your current password.
- If the code is correct, the display will show “-PASS-”.
- The display shows “1-COdE” . Do not press any keys until “- - - - -” appears, enter your new password (4-20 digits) and press START button.
- Enter your new password (4-20 digits) when the display shows “-----” and press START button. Enter your new password once again after the display shows “2-COdE” and “-----” and press START button.
- New password has been entered successfully if you see “FINISH” on the display

***Note:** The default User1 Code is "123456".

While changing the user code, once the User1 Code is entered, you need to enter the new code. After entering 1 COdE, you must press start button to successfully enter the code. Also after entering ‘2 COdE’, the customer will have to press start button to change the password. After this, the Display will show “FINISH”.

Note: If incorrect password is entered and on key press timeout, the display will show “Err-03” with 3 error beeps.

d. To change the User2 Code

- After opening the door, press the memory button twice. Follow the steps below:
- The display will show “2USER,” COdE” & “-----” successively.
- Enter your current User1 Code.
- If the code is correct, the display will show “-PASS-”.
- The display shows “1-COdE” . Do not press any keys until “- - - - -” appears, enter your new password (4-20 digits) when and press START button.

- Enter your new password once again after the display shows “2-CODE” and “-----” and press START button.
- New password has been entered successfully if you see “FINISH” on the display

***Note:** The default user 2 (user) code is “567890”.

Tip: If customer wants to use just one personal code, input the same code both times. Please ensure that you do this in order, following the instructions in programming the first code and then the instructions for programming the second code.

The default Master Code is ‘160913’

e. To Change Master Code

- Press start button seven times in a row for a short time and wait for two second.
- After display shows “-----” with beep sound, enter individual master code printed on this sheet. (if it is correct, display will shows “pass”).
- If display shows “1-code” and shows “-----“, enter your new master code and start button to finish this step.
- Enter your Master Code and start button again after display shows “2-code” and “-----“.

Note: If the Master code is forgotten, it cannot be reset.

f. To Open your Safe with Master Code.

- Press start button and enter the Master Code.
- If the code is correct ,keypad will be turn off without any response for 40 second.
- After 40 second ,the safe will automatically unlock with display showing 'OPEn'
- Turn the handle and open the safe.

g. To Open the Safe using Mechanical Override

- If the User1, User2 & the Master Codes are lost, you can use the mechanical override key to unlock the safe.
- The key is provided with the kit.
- Rotate the key clockwise and the unlock the door by rotating the handle clockwise.

Note:

- Before removing the override key, check whether the key is rotated anti-clockwise. else the safe will remain open.
- To stop your code from being displayed
- To hide user code for 1 operation the user needs to press the Start button twice and then enter code.

h. To stop your code from being displayed

To hide user code for 1 operation the user needs to press the Start button twice and then enter code.

i) Lock out mode

- If five consecutive incorrect passwords are entered, the safe will enter a hold condition for 3 minutes.
- After the end of 3 minutes, if four consecutive wrong passwords are entered, it will again go on hold. 0 to 3 digit passwords are not acceptable and will be considered incorrect.
- In lockout mode, 3 beeps along with Err-03 message on the display are observed at intervals of 2 seconds for 3 minutes.

6) REPLACING THE BATTERY

- When the battery is low, “Lo-bAt” will be seen on the Display. You should replace the batteries immediately.
- To change the battery open the panel connected to the handle and replace the batteries.



• Error Messages

“Err-03” - Whenever an incorrect password is entered, the display shows “Err-03”. Also, during hold mode, Err-03 is displayed at an interval of two seconds for 3 minutes.

“Lo-bAt” - When the battery voltage is dropped below a predetermined voltage, Lo-bAt is displayed. You need to replace the batteries after seeing this message.

7) TROUBLESHOOTING INFORMATION

- **The safe is not closing after reopening the door/using the override key.**
Check if the all the doors are correctly locked and try relocking with the override key. If problem persists contact authorized Godrej Security Solutions service center on 1800 209 995.
- **The display shows “Error” and there is a constant buzzing sound.**
If the incorrect code is entered 5 times in a row, the display will show “Error”, the red light will illuminate, and a series of quick beeps is will sound for approximately 3 minutes. The correct code cannot be entered until this 3 minute delay ends. Try entering the correct code after 3 minutes of short series of beeps.
- **You follow the opening procedure but cannot open the safe (OR) The safe repeats self testing (OR) The e-lock seems to be dead.**
Check if the batteries were inserted properly, or try changing batteries to new one's. Alkaline batteries are suggested.
- **Can't enter in any code.**
Humidity can harm the electronic systems. Please check if the surroundings is humid, or someone wiped out the safe with water or any liquid detergent. Even you didn't clean the electronic lock itself, the liquid detergent can flow into the lock system along the surface.
- **Any other error message shown other than the above mentioned messages.**
Check if the switch positions have been changed, Contact authorized Godrej Security Solutions service centre on 1800 209 9955.

Note: If the problem persists, kindly contact authorized Godrej Security Solutions service centre on 1800 209 9955.

8) INFORMATION ON E-WASTE HANDLING AND MANAGEMENT

Dear Customer,

The Ministry of Environment and Forests have published The E-waste (Management and Handling) Rules 2010 which came into effect from 1st May 2012.

E-waste is defined as any electrical or electronic component of products in whole or in part, or rejects from their manufacturing or repair process which are intended to be discarded.

These rules apply to every producer; consumer or bulk consumer involved in the manufacture, sale, and purchase and processing of electrical and electronic equipment or components as specified in Schedule 1 (please refer to our website www.godrej.com in the 'Good & Green' section of CSR module for more details).

Under these rules, specific roles and responsibilities are defined for producers, consumers and recyclers handling and managing e-waste.

E-waste is to be managed in an environmentally sound manner which means, taking steps to ensure that health and environment are protected from adverse effects of hazardous substance contained in such wastes.

Rule 6 of the E-waste (Management and Handling) Rules 2010 states that bulk consumers of electrical and electronic equipment shall be responsible for recycling of the e-waste generated by them. Bulk consumer means bulk users of electronic and electrical equipment such as Central Government or State Government Departments, public sector undertakings, banks, educational institutions, multinational organisations, and international agencies, private companies that are registered under the Factories Act 1948 and Companies act 1956. The bulk consumers have to ensure that the e-waste generated by them is channelized to authorized collection centres or is taken back by the producers. They shall maintain records of e-waste generated by them in Form 2 and make such records available for scrutiny by the State Pollution Control or the Pollution Control Committee concerned.

All consumers of electrical and electronic equipment irrespective of their status as bulk consumers or not, shall ensure that e-waste generated by them is channelized to authorized collection centre(s) or registered dismantler(s), or recycler(s) or is returned to the pick-up/take back services provided by the producers. (Please refer to our website www.godrej.com in the 'Good & Green' section of CSR module for more details).

All our products intended to be recycled under the category of e-waste (as defined above) carry a label or stamp of the WEEE symbol (A wheelie bin with a cross), which states that it falls under the hazardous waste category and is not to be disposed along with normal garbage.

We seek your support in ensuring environmentally sound management of e-waste and aid us in sustaining our earth's natural resources and maintaining the earth's green cover intact for the benefit of our future generations.



Godrej & Boyce Mfg. Co. Ltd.

Godrej Security Solutions

Regd. Office: Plant No. 17, Pirojshanagar, Vikhroli, Mumbai - 400 079.

Toll-free: 1800 200 9955 | Email: secure@godrej.com

Visit: www.godrejsecure.com

In view of the Godrej Policy of continuous development and improvement, the dimensions as seen on the User Manual of the product may not match with the actual product. The colour combinations of the products as seen on this User Manual may vary and not match with the actual colour of the product due to printing limitations. Prices may be changed without prior notice.

An ISO 9001, ISO 140001 & OHSAS 18001 | Products Marketed and Serviced By Godrej & Boyce Mfg. Co. Ltd.