

**Glutz**

Access Since 1863



# Installation and maintenance instructions

18931 MINT SB, 18951 MINT SB, 18938 MINT Combi, 18939 MINT Combi, 18983 MINT Combi, 18984 MINT Combi

## WICHTIG

Die Montage- und Wartungsanleitung ist vor dem Einbau und Gebrauch des Produktes sorgfältig zu lesen.

Die Montage- und Wartungsanleitung ist für späteres Nachschlagen aufzubewahren.

Die Montage- und Wartungsanleitung enthält wichtige Informationen zur Montage, Inbetriebsetzung, Wartung und Pflege sowie Entsorgung des Produktes.

Die im vorliegenden Dokument abgedruckten Informationen beziehen sich auf den Stand des Produktes bei der Auslieferung. Die aktuellen Unterlagen zum jeweiligen Produkt sind auf unserer Website abrufbar.

## IMPORTANT

La notice de montage et d'entretien doit être lue attentivement avant l'installation et l'utilisation du produit.

La notice de montage et d'entretien doit être conservée pour une consultation ultérieure. La notice de montage et d'entretien contient des informations importantes pour l'entretien et la maintenance du produit.

Informations sur le montage, la mise en service, la maintenance et l'entretien ainsi que l'élimination du produit.

Les informations imprimées dans le présent document se réfèrent à l'état du produit à la livraison. Les documents les plus récents concernant le produit en question peuvent être consultés sur notre site Internet.

## IMPORTANT

The installation and maintenance instructions must be read carefully before installing and using the product. The installation and maintenance instructions must be kept for future reference. The installation and maintenance instructions contain important information on the installation, commissioning, maintenance, care and disposal of the product.

The installation and maintenance instructions contain important information on the installation, commissioning, maintenance, care and disposal of the product.

The information printed in this document refers to the status of the product at the time of delivery. The latest documentation for each product is available on our website.

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# 1. Instructions

These installation and maintenance instructions are intended for persons who are:

- Installing and commissioning the system (specialist door technicians, fitters, etc.)
- Maintaining and managing the system (owners, administrations, company technicians, etc.)

## 1.1 Meaning of symbols

### WARNINGS



#### **DANGER**

Hazard with a high level of risk that if not avoided, will result in death or serious injury.



#### **WARNING**

Hazard with a medium level of risk that if not avoided, could result in death or serious injury.



#### **CAUTION**

Hazard with a low level of risk that if not avoided, could result in minor or moderate injury.

### INSTRUCTIONS



#### **MANDATORY INSTRUCTIONS**

Indicates instructions for the safe use of the product that must be adhered to.



#### **PROHIBITIVE INSTRUCTIONS**

Indicate actions that must be avoided to ensure the safe use of the product.

## 1.2 Product-specific warnings and safety information

This product serves as the “lock” subsystem for a door system. The installation, commissioning, maintenance and care must therefore be carried out by the appropriate specialist personnel.

### WARNINGS



#### DANGER

- The profile and door seal must not impair the intended use of the doors.
- Use on double swing doors is not permitted.
- The lock and striking plate / frame should be fixed and adjusted to guarantee that the latch and bolt engage and function correctly. When in their retracted position, the protruding parts of the latch and bolt must not hinder the free movement of the door.



#### WARNING

- The doors must not exceed the maximum warpage of three millimetres (3 mm) to the rebate.
- Do not use a reduction sleeve for the follower/square spindle!
- Unsuitable doors reduce personal and burglary protection.



#### CAUTION

- When being used with a door closer, the doors must be operated easily by children, people with a disability and the elderly.

## **2. Product information**

### **2.1 Use of the product**

The mechanical locks of the MINT SB/Combi series from Glutz are intended for use together with the corresponding striking plates or frames as a closing and locking element in full-leaf doors in both interior and exterior applications.

The lock must be installed in a door element by a qualified door specialist and installed as a door system in the building. The use of the lock or door system for the intended purpose is not normally subject to any restrictions in terms of personnel or time.

The lock is intended to be used for the opening and locking of the door system in which it is installed. It allows those persons who are authorised as part of the corresponding identification system to access a property. Identification takes place via a mechanical access system (e.g. Glutz mAccess) and/or an electronic access system (e.g. Glutz eAccess).

The lock has been tested in a door system with the following physical parameters:

- Door weight: 200 kg
- Door height: 2'500 mm
- Door width: 1'300 mm
- Temperature range: -20°C to +60°C
- Door gap: min. 2 to max. 5 mm

The door manufacturer may construct door systems with larger weights and dimensions. When using the 11350/11550/11800 radiused forend extensions, the door heights given above can be exceeded. In this case, the top locking point is raised by 350, 550 or 800 mm.

The fittings for the door system should be selected depending on the particular weights and dimensions.

### **2.2 Product identification**

The lock can be identified by the Glutz label and the product number on the forend. Precise identification of the lock is possible via the serial number and/or the production number on the outside of the lock case. To do this, the lock must be removed by a qualified specialist.

## 2.3 Functions and versions

### 2.3.1. General

Key operated (SB) – single throw

- The lock is locked and unlocked via the cylinder.
- The latch can be retracted via the latch withdrawal function.
- The lock has a simultaneous latch blocking and lever handle release when locked.

Combi (lever handle and key operated) – single throw

- Simple locking and unlocking by means of the lever handle and then easy-running securing via the cylinder.
- The lock has simultaneous latch and lever handle blocking when locked.

### 2.3.2. Versions

The lock is available in the following versions:

- punching, distance and backsets:
  - o PZ/RZ 78 mm: DM 60, 70, 80 mm
  - o PZ 72 / 92 mm: DM 65, 70, 80 mm
  - o PZ 88 mm: DM 65, 80 mm
  - o RZ 74 / 94 mm: 65, 70, 80 mm on request.
- DIN left/right
- Connection dimension:
  - o 18931/38: Two additional hardened bolts; project 20 mm
  - o 18939: Two additional hook bolts; project 24 mm
  - o 18951/18983: Four additional hardened bolts; project 20 mm
  - o 18984: Two additional hardened and hook bolts; project 20/24 mm

### 2.3.3. Quality standards

- Approved for RC3/4 tests in accordance with EN 1627-1630
- Approved for fire resistance and smoke protection tests in accordance with EN 1634-1

## 3. Modification

### INSTRUCTIONS



#### MANDATORY INSTRUCTIONS

- The comfort latch must be adjusted by a qualified door specialist.



#### PROHIBITIVE

- Apart from adjusting the comfort latch, no modifications to the product are permitted.

### 3.1 Adjusting the comfort latch

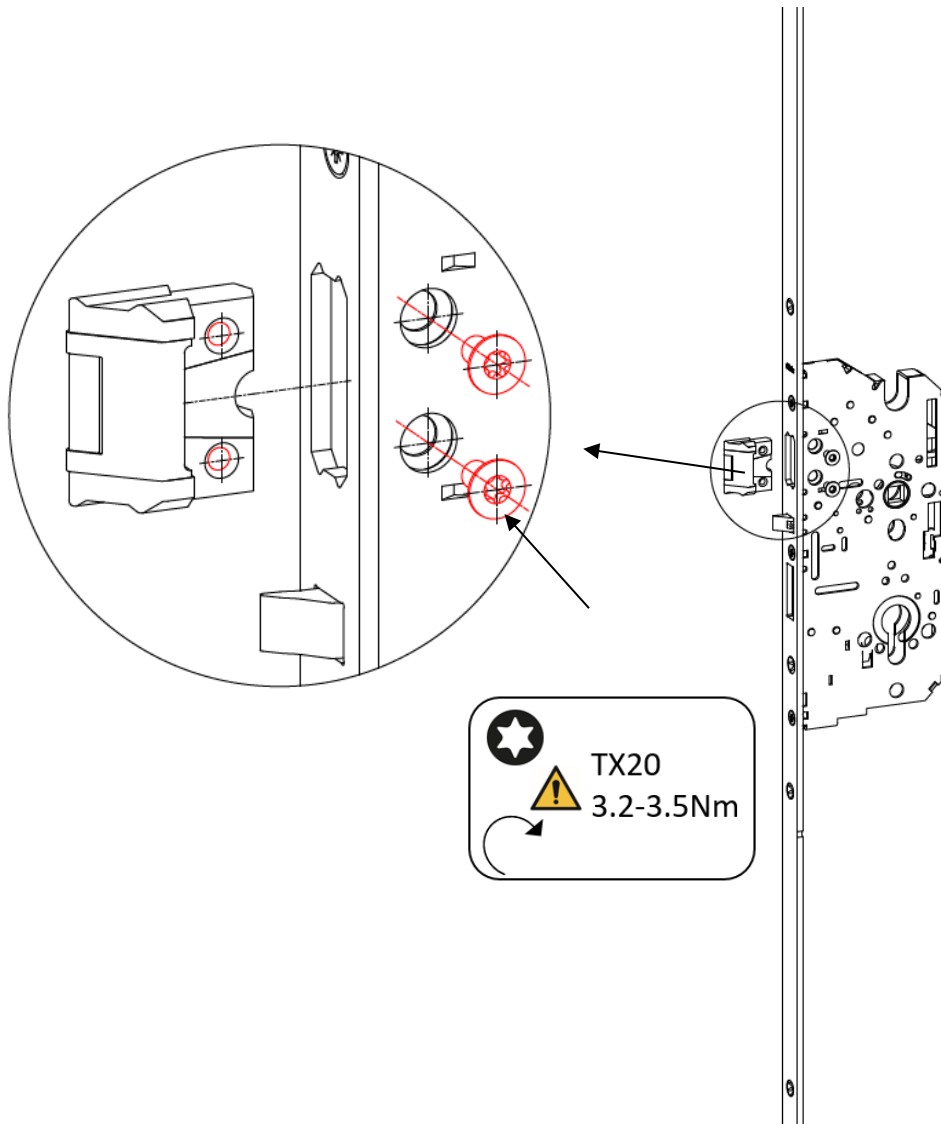
The lock is equipped with a reversible comfort latch and continuous lock follower. The latch can thus be adjusted for DIN right-hand or left-hand:

The following tools are required to adjust the comfort latch:

- Allen key
- Torque wrench or torque screwdriver with TX20 bit insert.

To reset the comfort latch, proceed as follows:

- Ensure that the latch screws are positioned precisely over the openings in the lock case. Remove the two latch screws.
- Extraction, rotation and insertion of the latch.
- Fasten the latch with the two latch screws tightened to 3.2-3.5 Nm.
- Perform a function check on the lock.



## 4. Installation

### INSTRUCTIONS



#### MANDATORY INSTRUCTIONS

- Protection for transport and storage  
do not remove the protection for transport and storage until the time of installation.
- Transport during installation  
Transport the lock in vertical or horizontal position so that the forend does not bend.
- Wear protective equipment such as protective goggles, gloves, etc. as protection against injury associated with cutting work.
- Before installation, check whether the door is attached correctly.
- Use suitable screws for installation of the lock and the fittings.
- It is recommended to pre-drill screw holes.



#### PROHIBITIVE INSTRUCTIONS

- Transport in installed state: The door leaf must not be lifted and transported by the fittings.

### WARNING



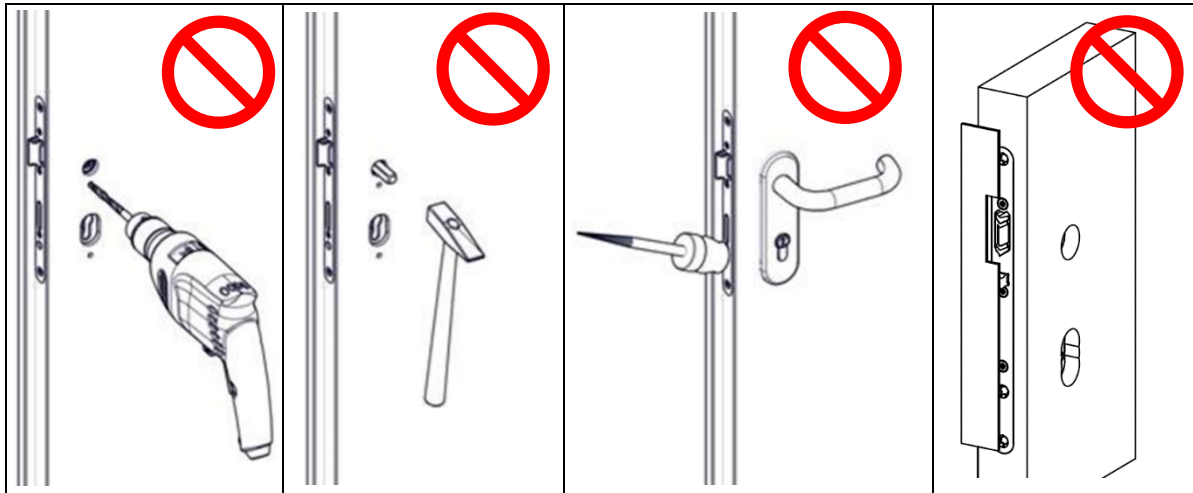
#### WARNING

- Components that have not been tested and approved as closures, or tested and approved components that have not been installed correctly, can lead to death or serious injury.



#### CAUTION

- There is a risk of injury due to sharp edges and chips associated with cutting work.



Do not drill into the door leaf while the lock is installed.

Do not use force to strike the square spindle through the lock follower.

Do not paint or apply a coating to the latch and bolt

Latch BEFORE steering latch: Comfort latch must hit the strike plate or door frame BEFORE the steering latch.

## 4.1 Preparing for installation

### 4.1.1. Milling of lock pockets

- Fix the position of the lever handle height as a basis for all subsequent machining and measurements (see Marking the handle height on the forend).
- Make all necessary millings in the door leaf for the lock in accordance with the drawings in chapter 5 onwards.
- Drill the holes for the lock fittings (only with the lock removed).
- Clean the lock pocket and all holes by blowing them out or vacuuming.

## 4.2 Initial operation

### WARNINGS

#### WARNING



- Chips and dirt can impair the function of the locking mechanism. This fault can also occur some time after the installation.
- Deformation of the lock due to the cylinder fixing screws being screwed too tightly can impair the function of the locking mechanism!
- Deformation of the lock due to a poorly fitting milling can impair the function of the locking mechanism!
- Fittings that are not correctly aligned with the lock and door leaf can impair the function of the lock mechanism.

#### **4.2.1. Installation of the lock**

Before installing the lock, perform a mechanical functional check with the lock standing vertically.

- Install the lock in the door leaf.
- Fasten the forend in the door leaf using suitable screws.
- Ensure that the screws do not impair any other components of the lock or the fittings.

#### **4.2.2. Functional check in the installed state**

Perform a mechanical functional check on the lock when installed.

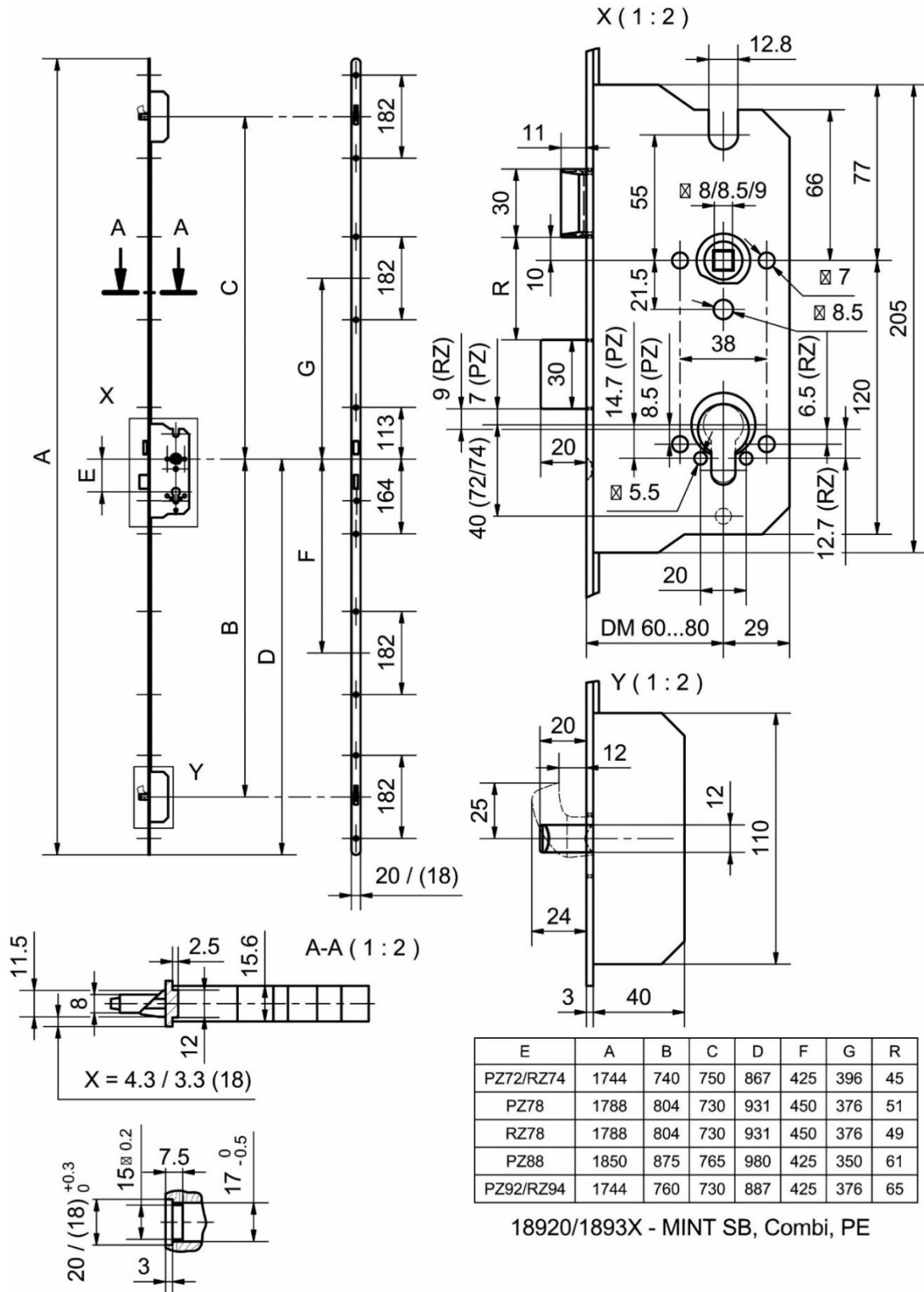
- Bring the door system into the intended end position as intended during operation.
- Test the function of the door system in this position. Ensure the following, in particular:
  - o Correct adjustment of the hinges.
  - o Correct adjustment of the rebate gap and check the warping (max. 2-5 mm).
  - o Correct installation of the door seal and adjustment of the door seal pressure.
  - o Check the function of the striking plates and the mechanical function of the lock (the bolt must be freely retractable under preload!).
  - o Correct installation of the fittings (square spindle, lever handle, plates/roses).

#### **4.2.3. Functional check of door system**

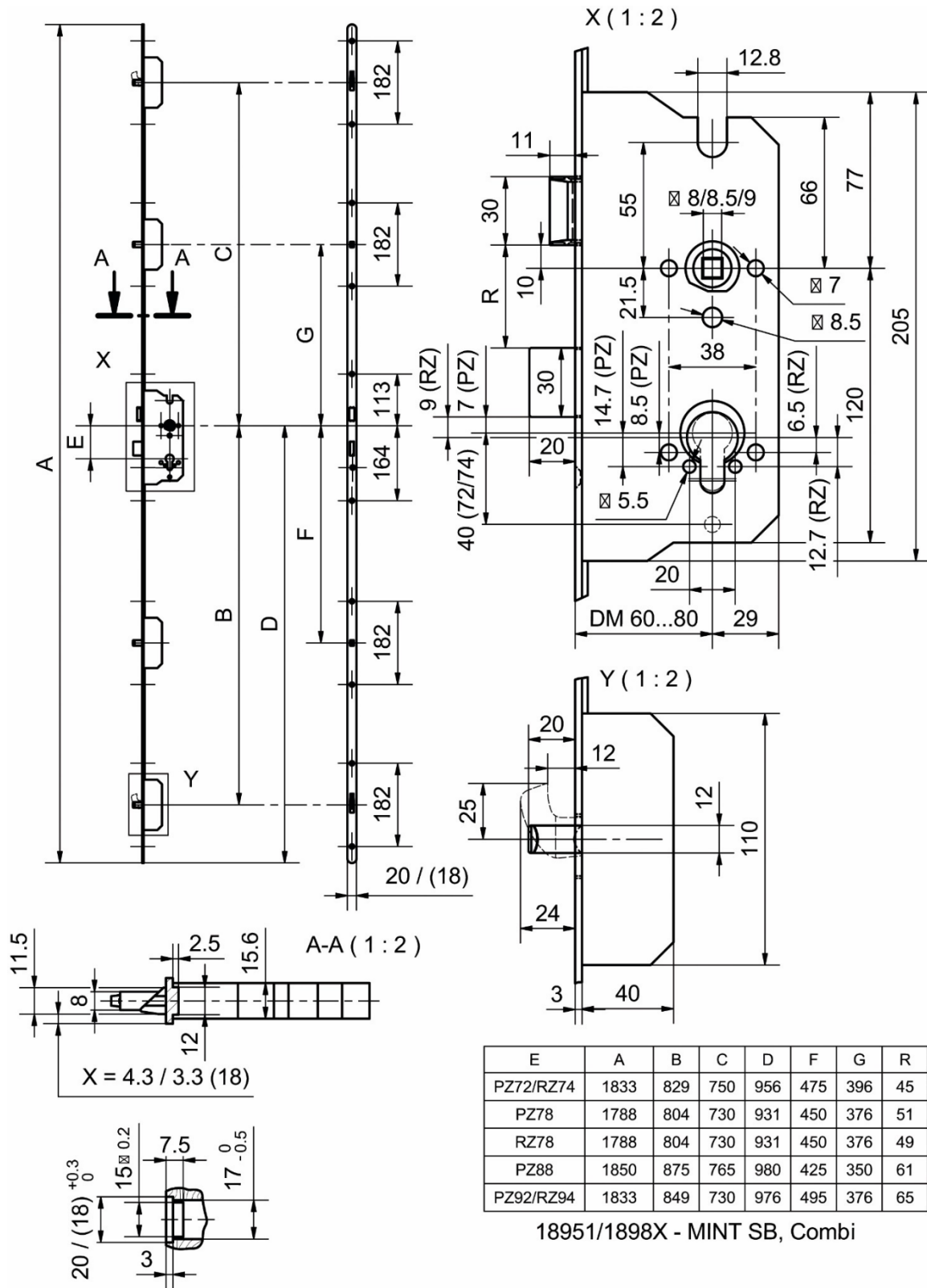
Carry out a function test under preload of the door. The lever handle must be easy to operate. This ensures that the bolt can be retracted without lateral pressure.

## 5. Dimension drawing

### 5.1 Dimension drawing 18931 MINT SB, 18938 MINT COMBI, 18939 MINT COMBI

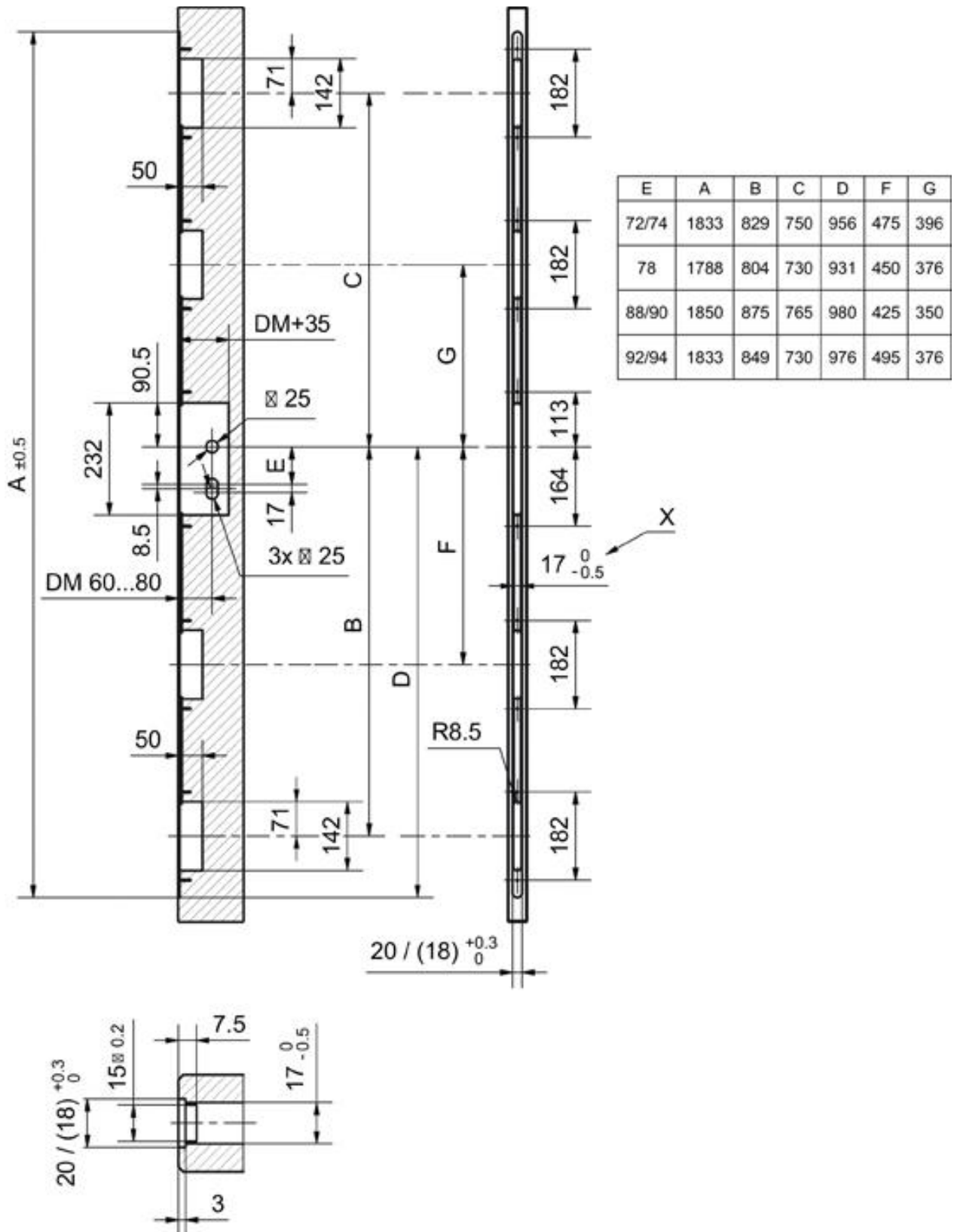


## 5.2 Dimension drawing 18951 MINT SB, 18983 MINT COMBI, 18984 MINT COMBI





### 5.4 Milling drawing 18951 MINT SB, 18983 MINT COMBI, 18984 MINT COMBI



## 6. Troubleshooting

The following cases relate to a correctly installed motorised lock and thus apply to malfunctions that can occur during operation.

Behaviour	Possible cause	Solution
The lock is generally very difficult to operate.	Forend not correctly fitted or forend screws overtightened.	Check fastening of forend screws and tighten correctly.
Cylinder is difficult to operate.	Cylinder bore not drilled at right angles to the lock case.	Rework the cylinder bore or correctly align the lock in the milled recess.
Retracting the latch using the lever handle only works partially.	Square spindle with reduction bush used. The reduction bush does not reach over both follower parts.	Use a lever handle set with a square spindle equal to the square of the lock.
The lock cannot be unlocked via the cylinder.	Door leaf distortion due to difficult climatic conditions.	Consult door leaf manufacturer.
	Door sealing pressure too high.	Adjust the door seal or adjust the hinges and striking plates.
The lever handles hang down	The fitting set was screwed with pressure on the lock follower.	Align the fitting set flush with the lock so that the square spindle does not exert pressure on the lock follower and the handle bearing runs smoothly.

If the malfunction cannot be remedied, please contact the door fitter who installed the system.

## 7. Maintenance and service

### INSTRUCTIONS



#### LUBRICATION OF THE LOCK

- The lock is provided with lifetime lubrication from the factory. Re-lubrication of the internal lock mechanics is not permitted.

To ensure suitability for use in accordance with this document, the following routine service checks should be performed by the operator or an authorized third party at intervals not exceeding twelve months.

- Check and ensure that the latch, deadbolt and locking rods are not blocked.
- The door must be tested for correct, smooth, and unimpeded opening and must not show any signs of warpage (max. 3 mm deformation toward the rebate).
- Ensure that all screws are tightened.
- Ensure that all locking elements engage completely and that the contact surfaces of the latch and striking plate and the locking bolts in the locking elements are well greased.
- Check to ensure that no additional (temporary or permanent) locking devices have been retrofitted on the door.

## 8. Accessories and matching components

### 8.1 Striking plates

Nummer	Bezeichnung	Verwendung
B-1151.711.20 16020 E-1151 B-1153.720.20	Milled in striking plate 21mm Adjustable milled in striking plate 21 mm Milled in striking plate for electric strikes 21 mm Milled in striking plate BR 21 mm	Main striking plate Main striking plate Main striking plate Additional striking plate
B-1138 16630 E-1130 E-1131 E-1132	Boxed striking plate 20 mm Adjustable boxed striking plate 20 mm Boxed striking plate for electric strikes 20 mm Boxed striking plate BR 20 mm Boxed striking plate BR/SHR 20 mm	Main striking plate Main striking plate Main striking plate Additional striking plate Additional striking plate
B-1133 16610 16600 B-1134	Boxed striking plate 24 mm Adjustable boxed striking plate 24 mm Boxed striking plate for electric strikes 24 mm Boxed striking plate BR/SHR 24 mm	Main striking plate Main striking plate Main striking plate Additional striking plate
B-1138 16010 16000 B-1137	Lip striking plate 24 mm Adjustable lip striking plate 24 mm Lip striking plate for electric strikes 24 mm Lip striking plate BR/SHR 24 mm	Main striking plate Main striking plate Main striking plate Additional striking plate

### 8.2 Lever handle sets

There are no restrictions regarding lever handle sets, except that no reduction bushes are permitted for the lock follower/ square spindle.

### 8.3 Plates / Roses

Plates / Roses
Round roses, oval roses, long plates, short plates, security plates With friction bearing or needle bearing, standard or twin version, as required. Also, optionally available as flush-mounted version

### 8.4 Locking cylinders

Locking cylinders with/without override function and dimensions in accordance with DIN 18252 and Swiss round cylinders in accordance with SN EN 1303 are suitable.

## **9. Warranty, disposal**

### **9.1 Disassembly, recycling, disposal**

The materials used in this product fulfil the RoHS guidelines.

The product packaging must be recycled and/or disposed of correctly.

The product must be disassembled and recycled correctly after its service life is over. Alternatively, you can return the product to Glutz.

### **9.2 Warranty**

Generally, the statutory warranty period of 24 months from the date of dispatch from the Glutz factory applies. Details can be found in the General Terms & Conditions of Glutz AG at [www.glutz.com](http://www.glutz.com).



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