MBNL MYLOCKEN APP v1.0.6 USER Guide

15 October 2020

Revision 1.0.6

Confidential to MBNL

Document Information

Project Name	Locken
Doc. Name	MBNL MyLocken App User Guide
Prepared by	Dimitrios Tsoras
Date	09/06/2020
File Name	MBNL MyLocken App User Guide
Document Owner	

Updates

Revision	Date	Updated By	Changes
0.1	09/06/2020	Dimitrios Tsoras	Created initial version
1.0.4	05/08/2020	Dimitrios Tsoras	Version 1.0.4 (Report Hazard, Climbing)
1.0.6	23/09/2020	Dimitrios Tsoras	Version 1.0.6 (Access Issues, Lone Worker, Key Update)
1.0.6	01/10/2020	Dimitrios Tsoras	Version 1.0.6 Update 1
1.0.6	12/10/2020	Dimitrios Tsoras	Version 1.0.6 Update 2
1.0.6	15/12/2020	Jose Manuel Pacheco	Minor changes / keys maintenance annex

Document approvals

Name	Position	Date	Signature
John Watkins	MBNL Security Manager		John Watkins
Andy Timbrell	MBNL Change Manager		
Nigel Hunter-Cowton	MBNL Programme Manager		

Distribution

Name	Position	Purpose
All SWCs and Subcontractors visiting MBNL sites and utilise permits		

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

Contents

1 INTRODUCTION 3

1.1 Purpose 3
1.2 Related Documents 3

2 MBNL MYLOCKEN APP OPERATING SYSTEM COMPATIBILITY 4

2.1 iOS 4
2.2 Android 4

3 DOWNLOAD AND INSTALLATION OF THE MBNL MYLOCKEN APP 5

3.1 iOS Users use Apple store 5
3.2 Android Users use Google store 6

4 REGISTRATION 10

4.1 Registering in the MBNL MyLocken App 10
4.2 Registering your mobile number in the MBNL MyLocken App 16

5 LOGIN AND KEY CREDENTIALS 20

5.1 Logging in 20
5.2 Company in Charge: 21
5.3 Permits 22
5.4 Key Credentials 24
5.5 Book On/ Book on questions 24
5.6 Work In Progress 29
5.6.1 Update key 30
5.6.2 Service Affecting 30
5.6.3 Report Hazard 33
5.6.4 OSDS 39
5.6.5 Lone Worker 47
5.6.6 Book Off 49
5.7 Book Off Questions: 50

6 INCIDENTS 54

6.1 Log in and Registration 54
6.2 Work Type 54
6.3 Site Details 54
6.4 Key Credentials 55
6.5 Book on Questions 55
6.6 Work In Progress 55
6.7 Book off questions 61
6.8 Book off 61

APPENDIX 1 63

Update a key 63
Key Signals 64
Key Battery 64

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

1 Introduction

1.1 Purpose

The purpose of this document is to be handled as a user guide for the Lockenised MBNL sites.

The document contains the following:

- MBNL MyLocken app
  - Download and Installation guides
  - Guide of how to use the app for the permits
  - Guide of how to use the app for the incidents

1.2 Related Documents

1. MBNL MyLockenApp Smart Key User Guide (Appendix 1)

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

2 MBNL MyLocken App Operating System compatibility

2.1 iOS

The application is always compatible with N-2 of the iOS and Android version.

The iOS versions the application is compatible with as of September 2020

- 13.4.1
- 13.5
- 13.5.1

2.2 Android

The Android versions the application is compatible with as of June 2020

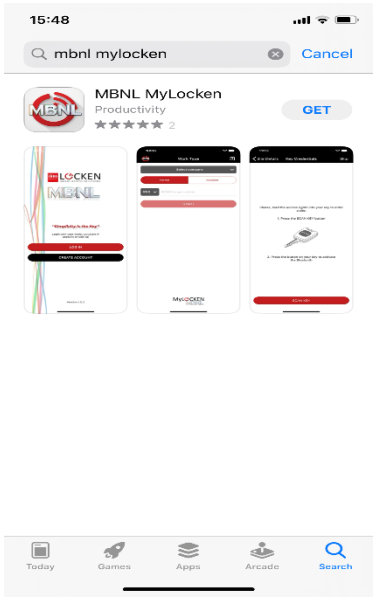
- Android 9
- Android 10

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

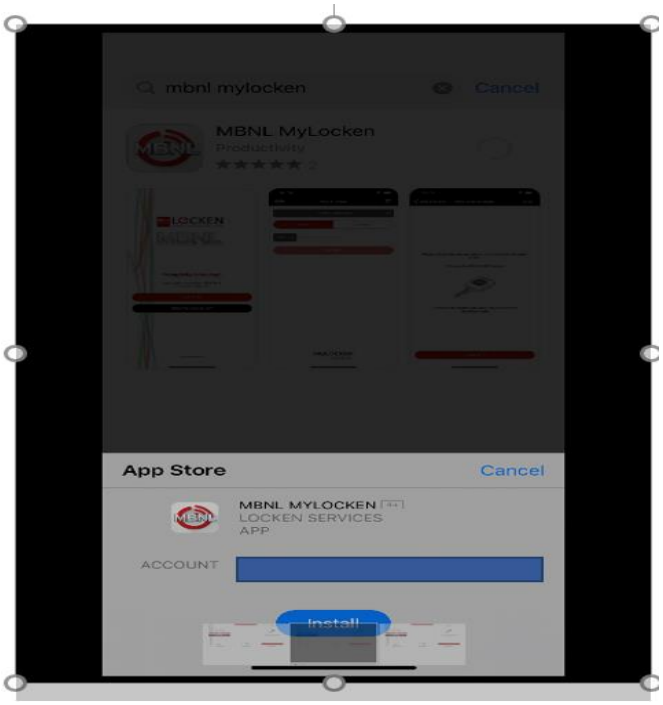
3 Download and Installation of the MBNL MyLocken App

3.1 iOS Users use Apple store

- Search at apple store for MBNL MyLocken App

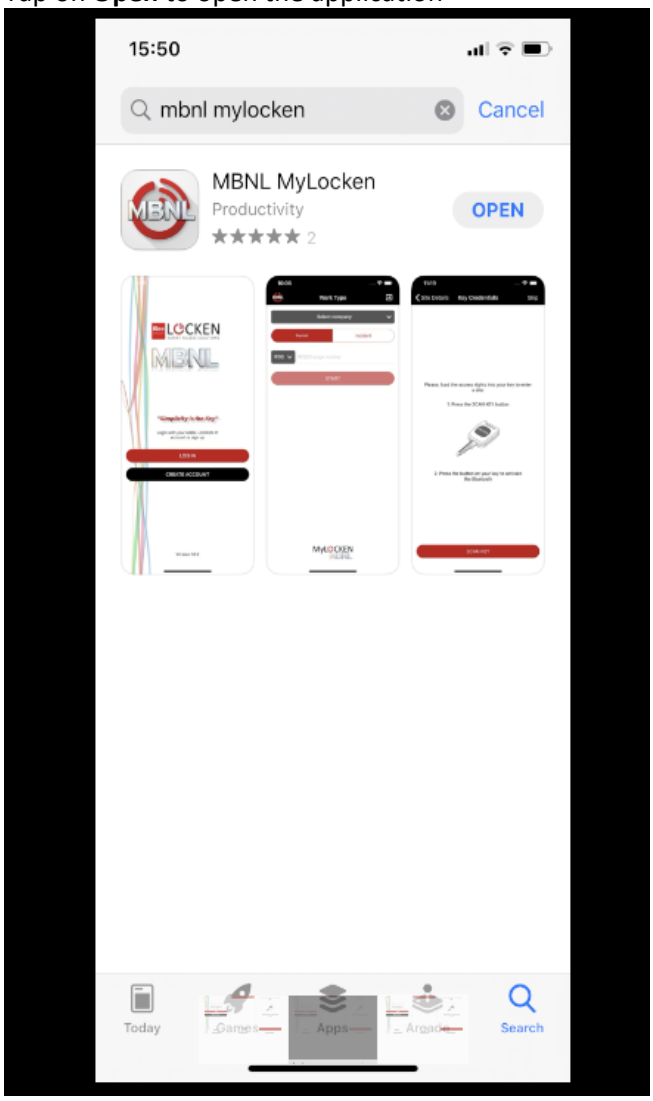


- Tap on **GET** button and wait for download to complete



CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

Tap on **Open** to open the application

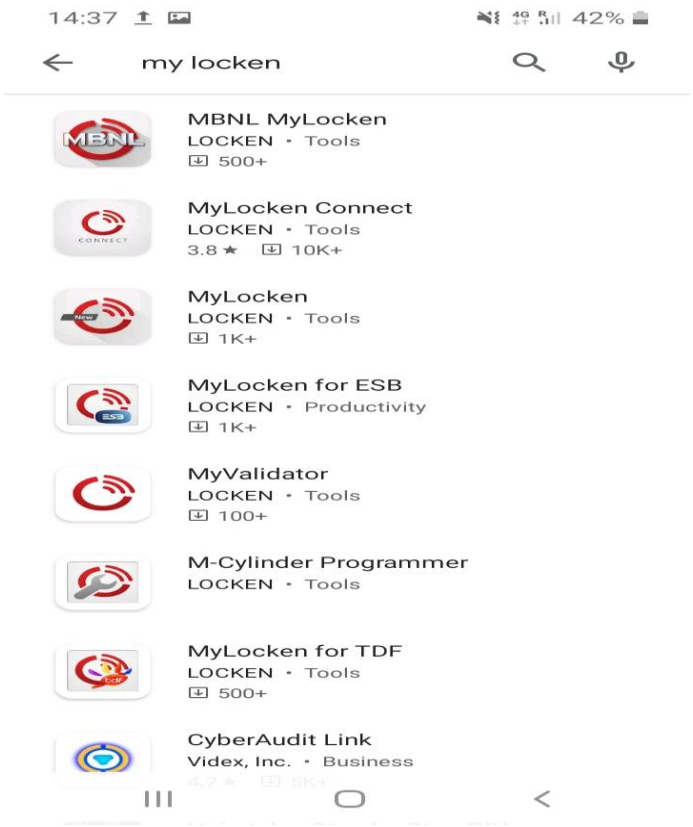


The download is now complete. You now need to register yourself to use the MBNL MyLocken App (see Section 5)

3.2 Android Users use Google store

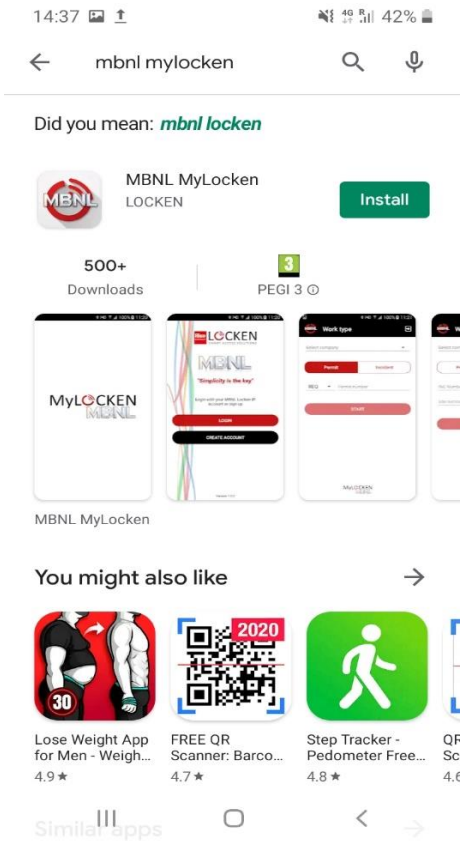
- Search at Google store for MBNL MYLOCKEN

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

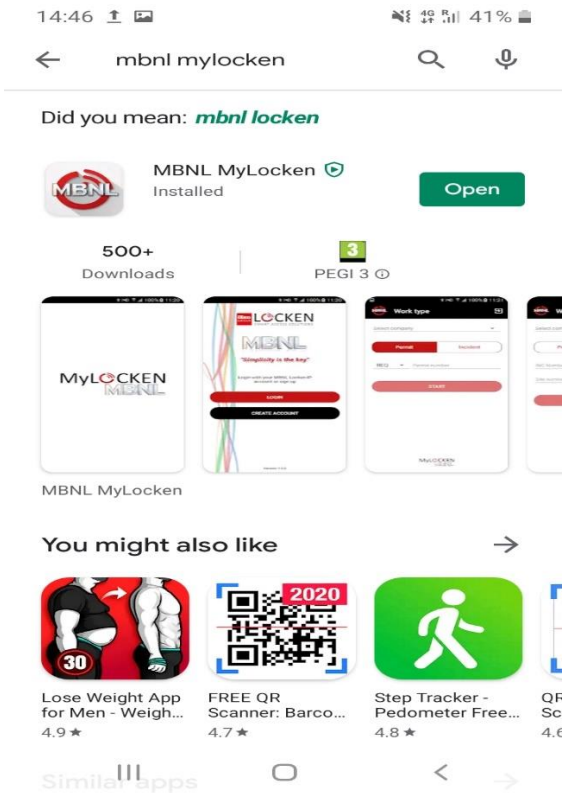


- Tap on MBNL MyLocken
- Tap on **Install** button and wait for download to complete

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



- Tap on **Open** to open the application



CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

The download is now complete. You now need to register yourself to use the MBNL MyLocken App (see Section 5)

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

4 Registration

4.1 Registering in the MBNL MyLocken App

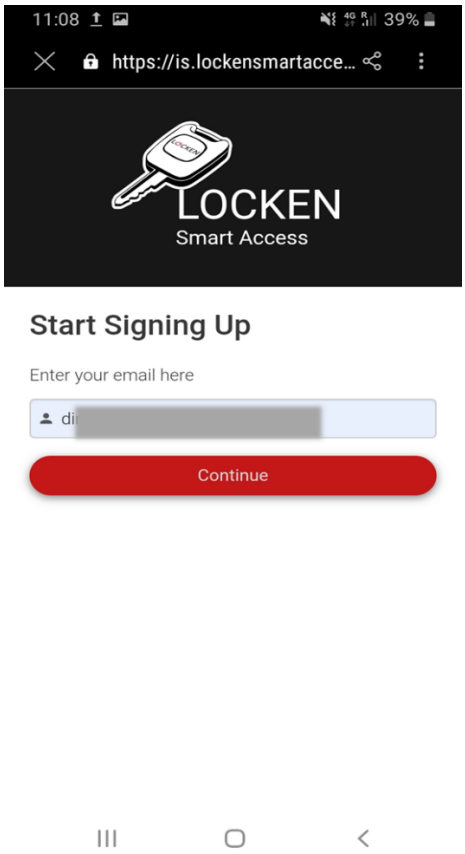
The next step is to start your registration so you can use the MBNL MyLocken App you have previously downloaded to your device.

Please remember your administrator must enrol you in the LSA before you can start using the application. Otherwise your registration will fail.

1. In the opening screen tap on **CREATE ACCOUNT**

2. Enter your email address – **Please note that this email address must be the same as the email address provided by your LSA Administrator via the enrolment registration forms of your organisation and/or the email address your company or Primary contractor administrator has enrolled you in the LSA.**

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

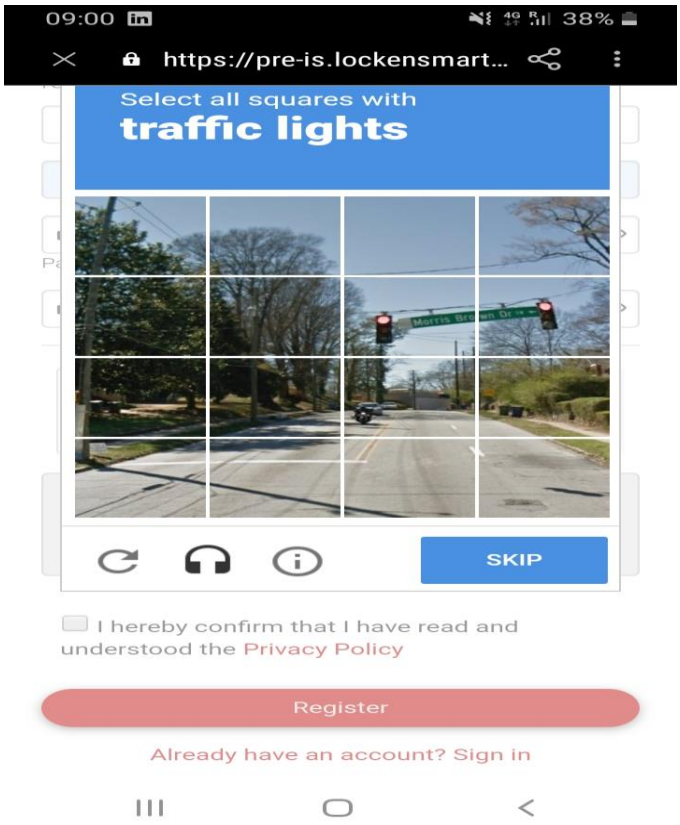


3. Tap on continue
4. Type your First Name
5. Type your Last Name
6. Create your password (minimum 5 characters, maximum 25 characters)
7. Confirm your password

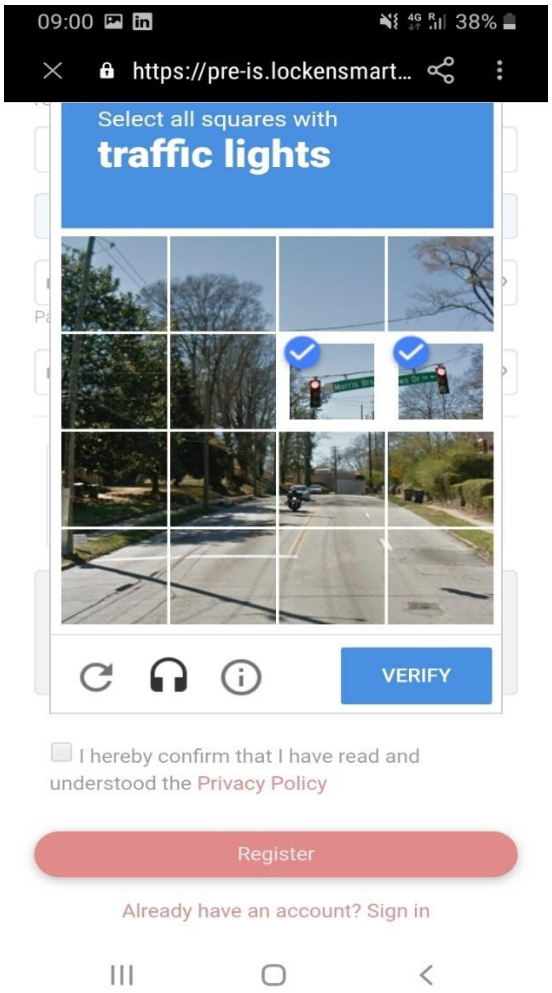
Please make sure you remember your password as this will be required to Login in the MBNL MyLockenApp

Tap on the tick box to confirm you are not a robot. The app will prompt you to tap on icons to confirm you are not a robot.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

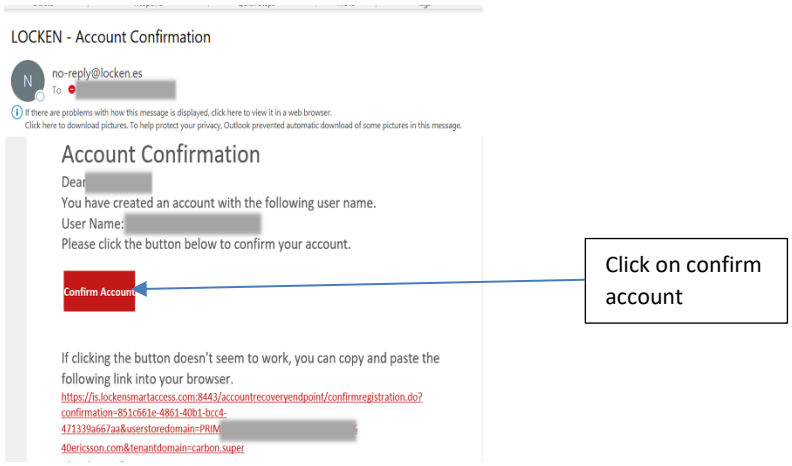


CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

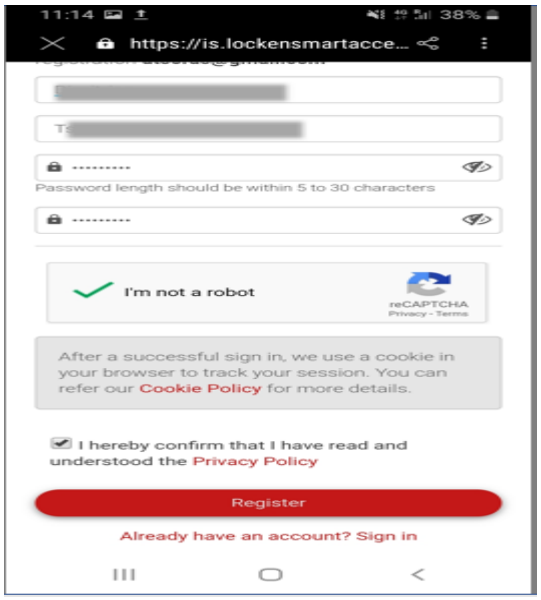


Tap also to confirm that you have read and understood the Privacy Policy.

Tap on Register. A confirmation link will come to your email address from no-reply@locken.es.

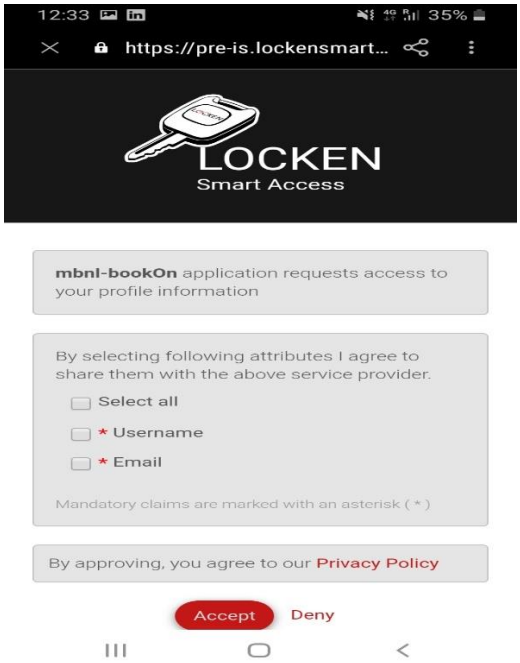


CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



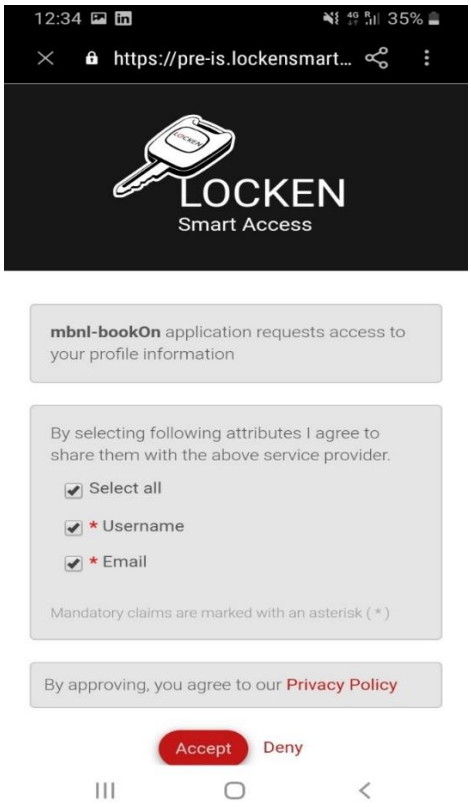
Click on the confirm account option

Once you have completed your registration the MBNL Locken app will also prompt the engineer to access the profile information:

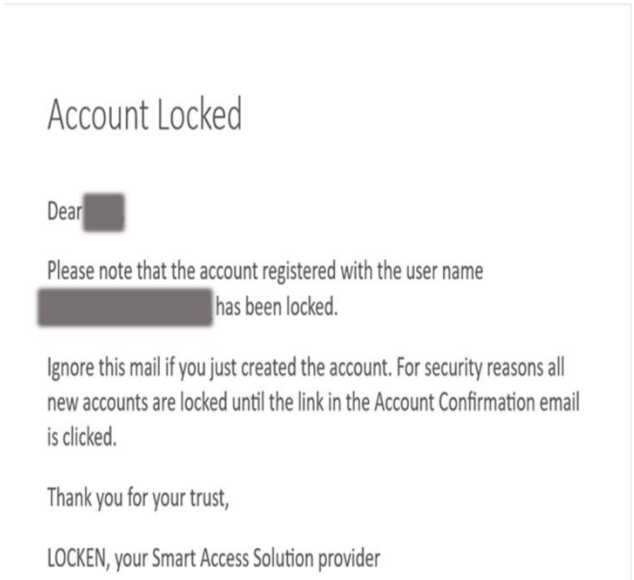


Please tap on Select all then tap on Accept.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



After activating your account, you will receive two emails in the email address provided during the registration confirming your account has been Locked and unlocked.



Account Locked

Dear [redacted]

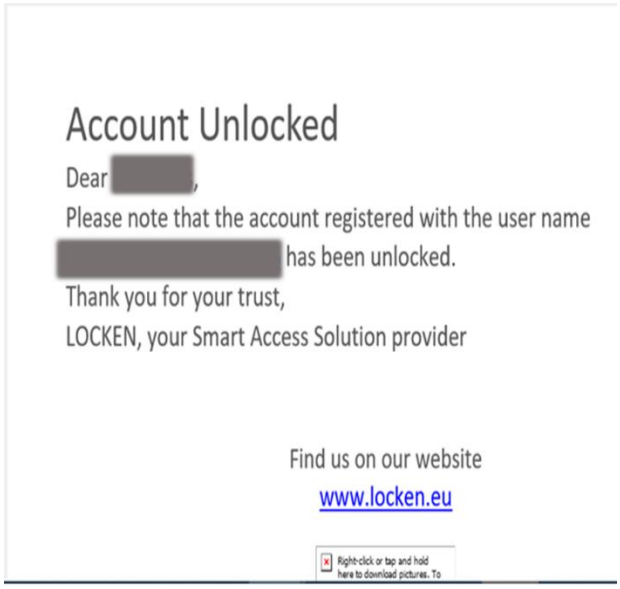
Please note that the account registered with the user name [redacted] has been locked.

Ignore this mail if you just created the account. For security reasons all new accounts are locked until the link in the Account Confirmation email is clicked.

Thank you for your trust,

LOCKEN, your Smart Access Solution provider

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



You are now ready to start to start using the App. Please remember your administrator should have enrol you in the LSA before you can start using the application.

After registration please give approximately 20 minutes before start using the app. This is to allow the system synchronisation. If you keep getting Log in errors, please contact your admin.

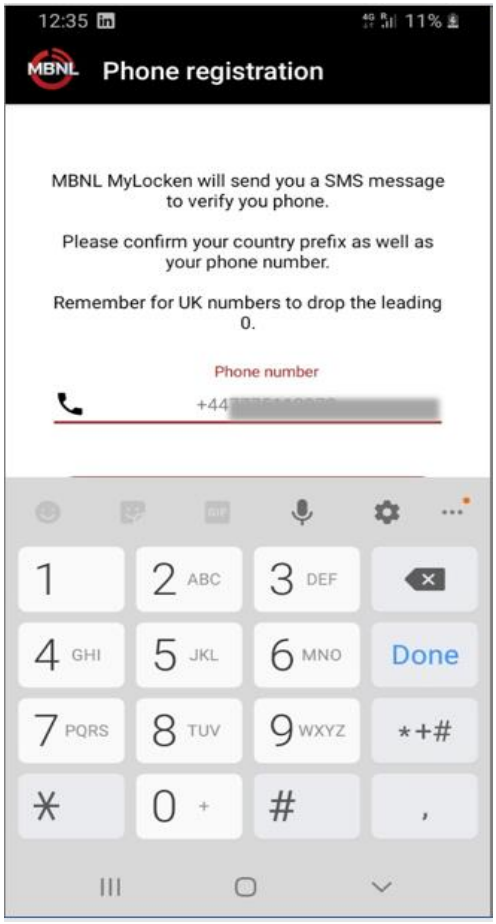
4.2 Registering your mobile number in the MBNL MyLocken App

When you first successfully login you will be asked once to register your mobile number.

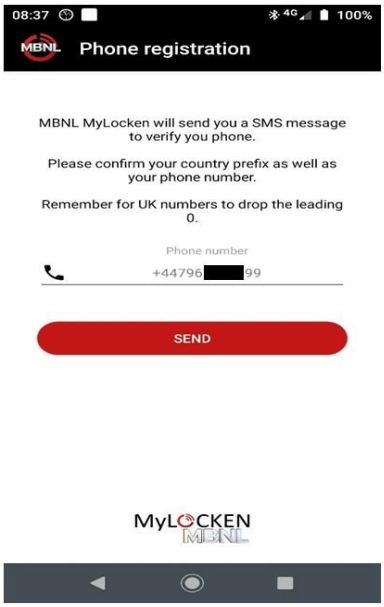
Please type your mobile number in the below format

++Country Prefix Mobile number

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

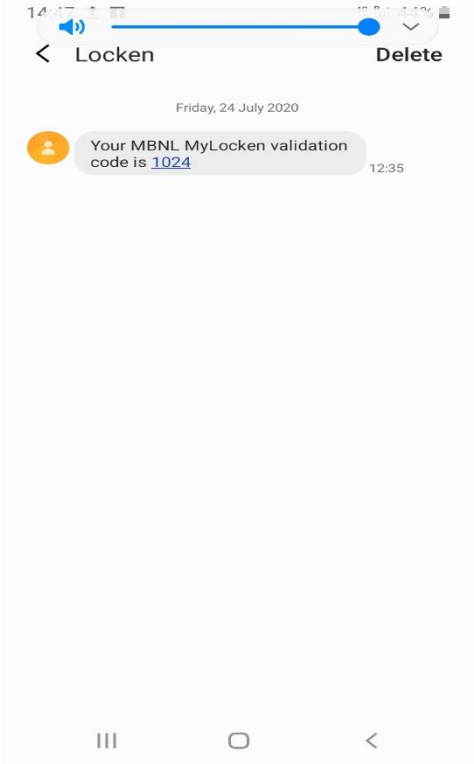


Once you have submitted your mobile number please tap on **Send**



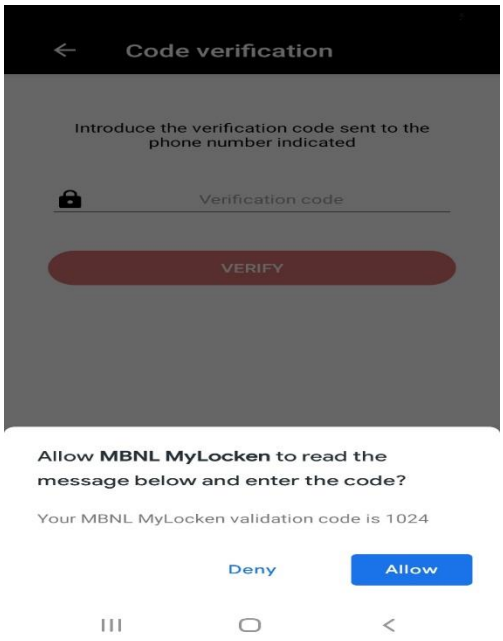
You will receive an SMS in your mobile number with a 4 digit verification code from Locken

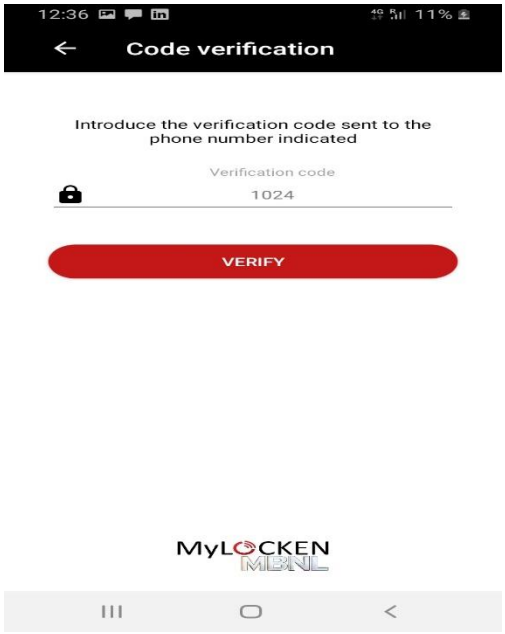
CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



Either type the verification code you have received with SMS or tap on Allow for your device to add the code automatically to the app screen

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled





Tap on verify. It will bring you on the Log in page where you will be able to Log In to the application if previously registered.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

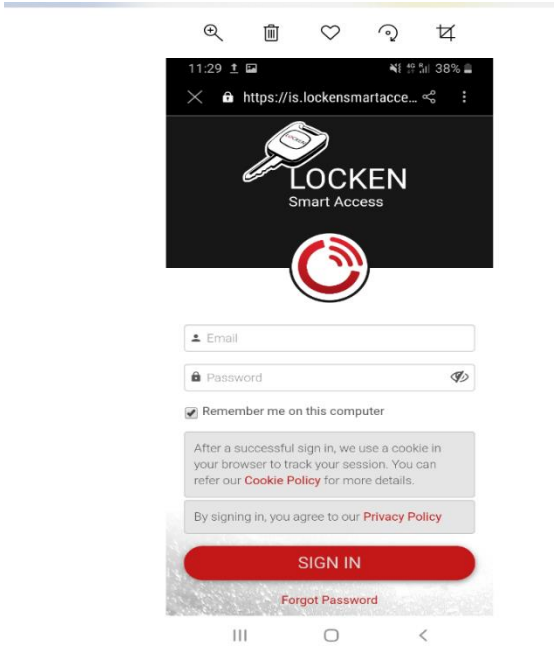
5 Login and Key Credentials

5.1 Logging in

1. Open the App on your phone and tap on Login

2.Enter your email and password

3.Tap on the sign in



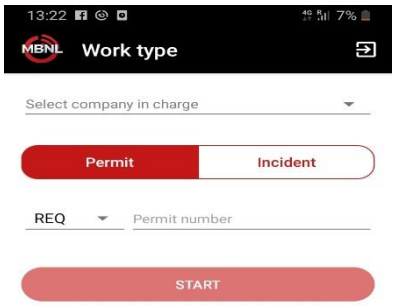
After signing in you will be landed on the Work Type page where will have two options

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

- Permits : For Site work that has a valid permit available and approved.(see Section 6.2 for more details)
- Incidents: For Ericsson field Ops engineers working on Incidents (see Section 7 for more details)
- Incidents: If you are working on new build sites please also use the Incident Work Type to proceed with the work. In the INC Number type 999 and use the TMUK cell id.

5.2 Company in Charge:

After successfully log in the application the user is landed to the work type screen.



For either Permits or Incidents the user will need to select from the dropdown list the company in charge.

Rules for selecting companies in charge:

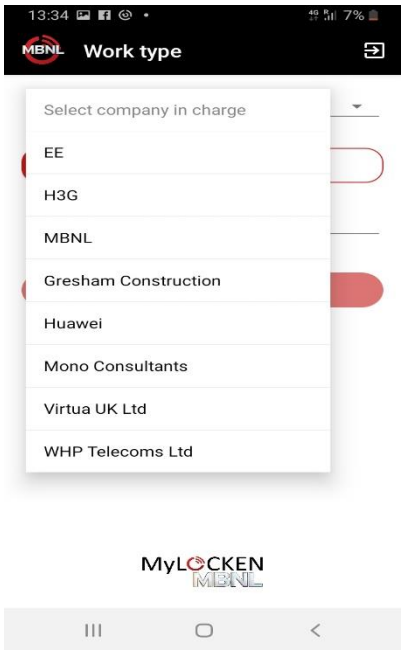
Incidents:

- if Shared Incident then select MBNL as company in charge
- if EE Unilateral incident then select EE as company in charge
- if H3G Unilateral incident then select H3G as company in charge.

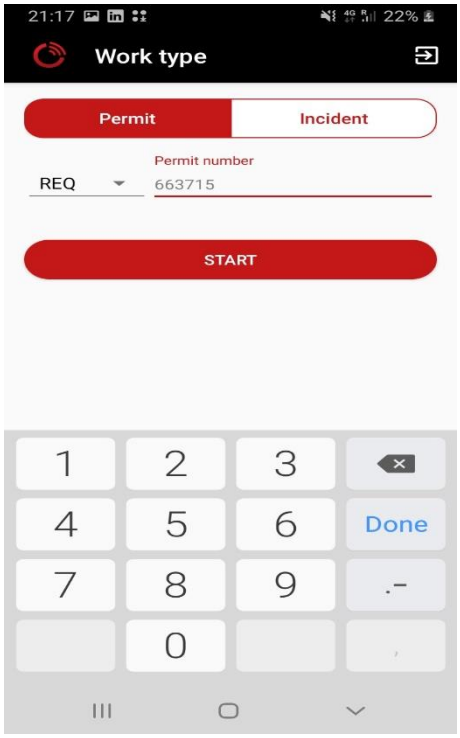
Permits

- If companies (PC or subcontractor) are raising their own permit to visit MBNL sites, then they have to select their own company from the dropdown list or MBNL.
- If the companies visiting MBNL sites are not raising their own permit, then they have to select the company that are working on behalf of

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



5.3 Permits

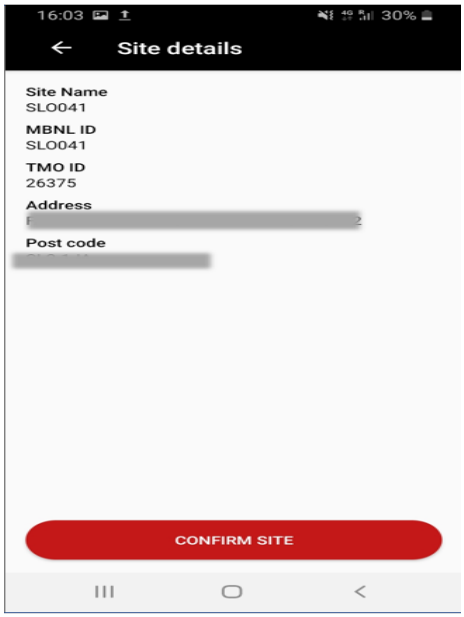


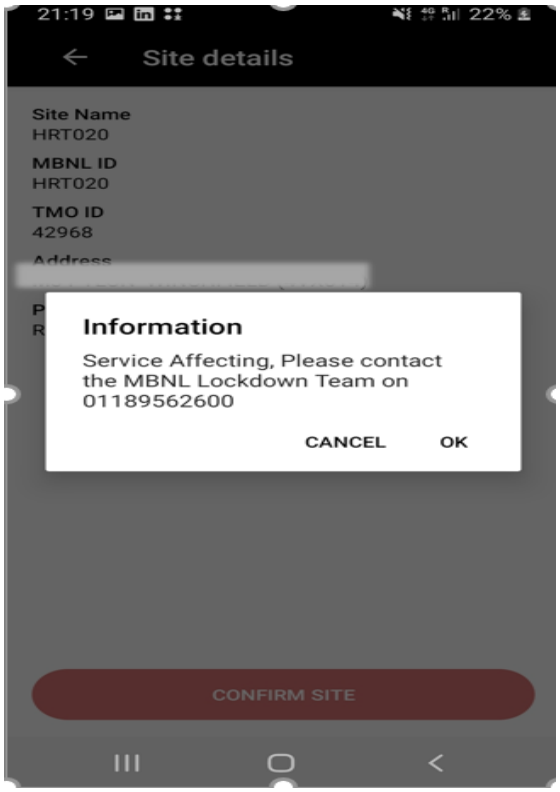
To work with a valid permit please enter your REQ or CRQ number. Please note you can start typing the number from the first digit after 0. In the example above the CRQ number is CRQ00000663715 but you can type in 663715.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

Tap on Start

The Site Details screen will appear. Once you have checked the site details tap on Confirm site.





If your Permit is service affecting you will get the above information message to contact the Lockdown team.

Tap on OK to proceed or Tap to cancel if you want to stop from Booking On

You will then be transferred to the Key Credentials section.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

5.4 Key Credentials

Please follow the instructions on the screen and allow the device to scan your location.

- You should always scan your Locken key, independently of if you are on a site with Locken locks installed or not. This will allow to keep the key details updated and recorded in the LSA.
- Please also note that if you don't scan your key at this stage then you will also be in a position to scan and sync your key when you are in the work in progress screen (Section 5.6)

For further information of how to scan and authorise your keys please follow the instructions in the Update Key section of the Appendix 1.

5.5 Book On/ Book on questions

Once you have completed your key scanning the Book On questions screen will appear on your phone. The questions will appear sequentially on your screen after submitting the answer to the previous question.

You will get the following questions:

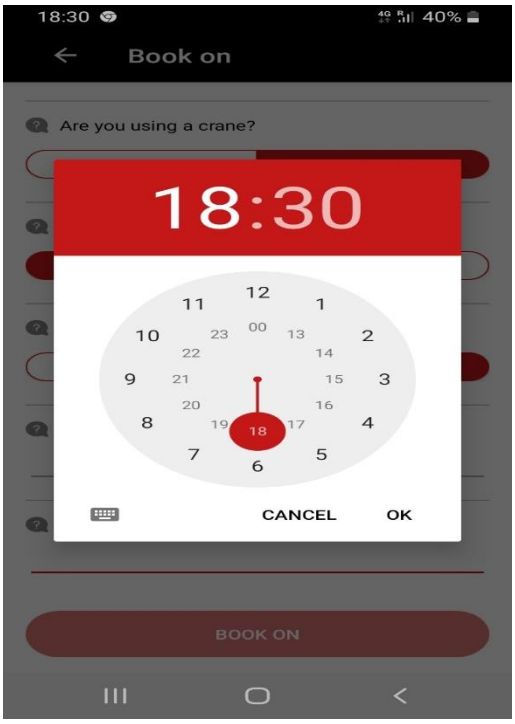
- Do you have a PPE (personal protective equipment)? (Tap on yes or no)
- Are you using a crane? (Tap on yes or No)
- Are you using a MEWP (Mobile elevating work platform)? (Tap on yes or no)
- Are you planning on climbing (Tap on yes or no)

Climbing:
If your answer to the "are you planning to climb" question is Yes then Tap to what time are you planning to start climbing:

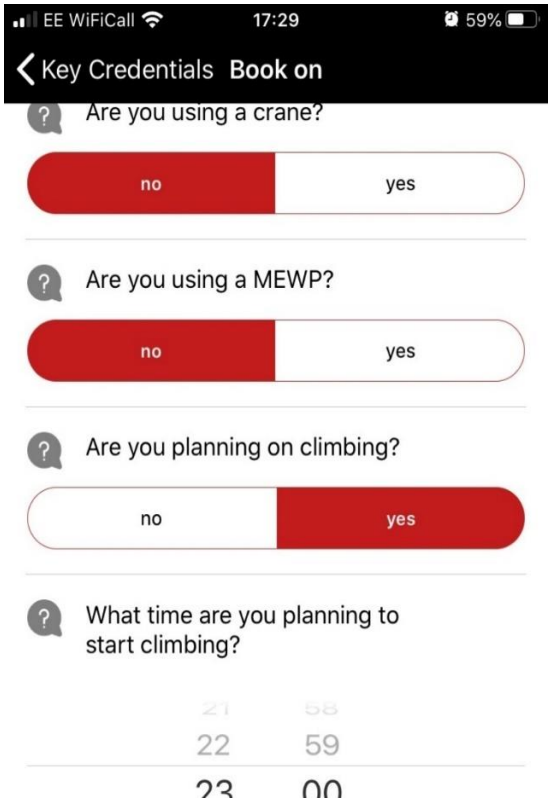
CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

The following screen will pop up:

a. Android



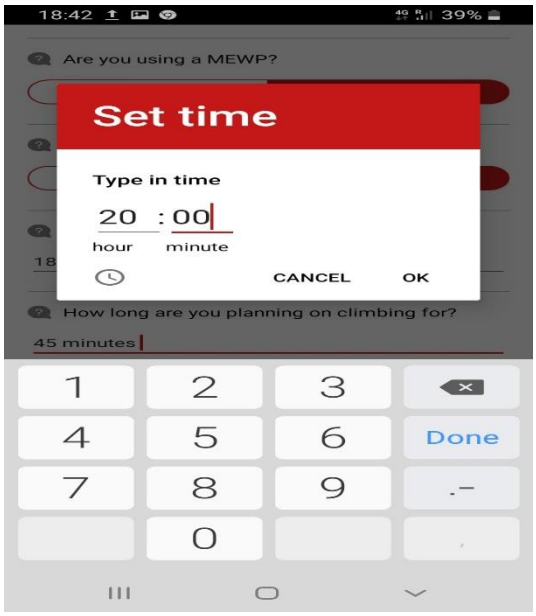
b. iOS



Scroll up and down to the hours and minutes to define the time you start climbing

Tap on the keyboard button on the image and the following screen will appear for Android.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



Type in the time and then press ok

For iPhone please scroll up and down and select the time you start climbing

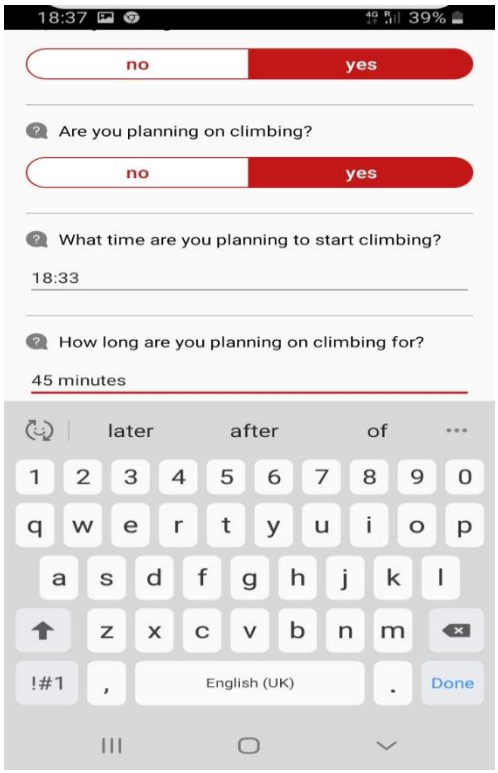
Please note if for example you need to climb at 8 in the evening then you should type 20:00 as in the above example.

Then press ok to continue

The question of **How Long are you planning to climb for?** will appear

Type in the duration of your climbing.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



For example if you are planning to climb for 45 minutes please type 45 minutes, if you are planning type for 2 hours please type 2 hours and **hit Enter/Done on the key pad**

- Are you intending to break ground (Tap yes or no)

  If No please tap Yes or No to the question Safety wise ,is everything on site OK for you to start?

  If Yes, please tap on Yes or No to the question Is the Specific document and CAT scanner on site and survey completed?

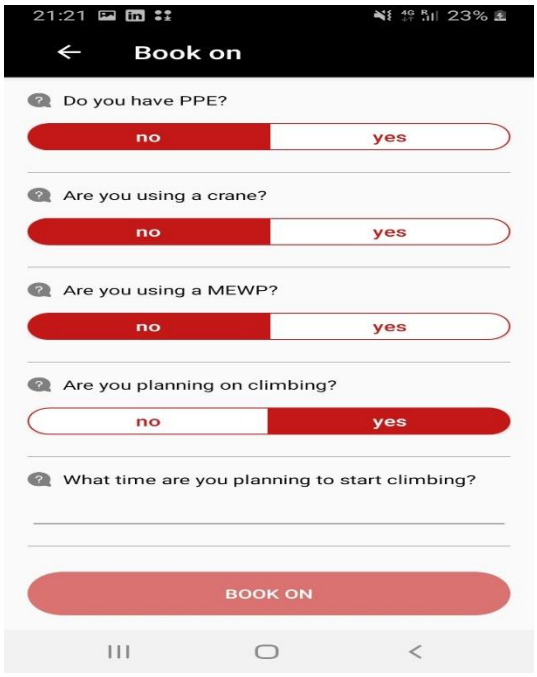
  If No , Tap Yes or No answer the question have you escalated this via SDTV/OSDS/TT? **Please continue to report issues as per AS IS process**

  Then Tap to Book On to continue.

  If Yes , tap yes or no to the question if you have reviewed Site Net Hazard and Access information prior to starting works? **Please continue to report issues as per AS IS process**

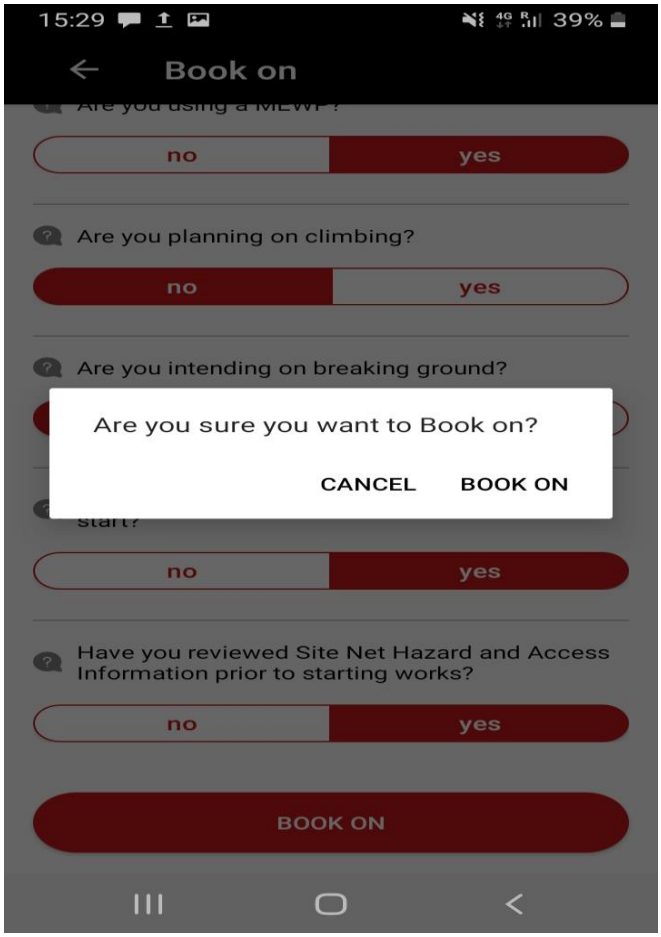
You need to reply to all the questions before the application allows you to book on

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



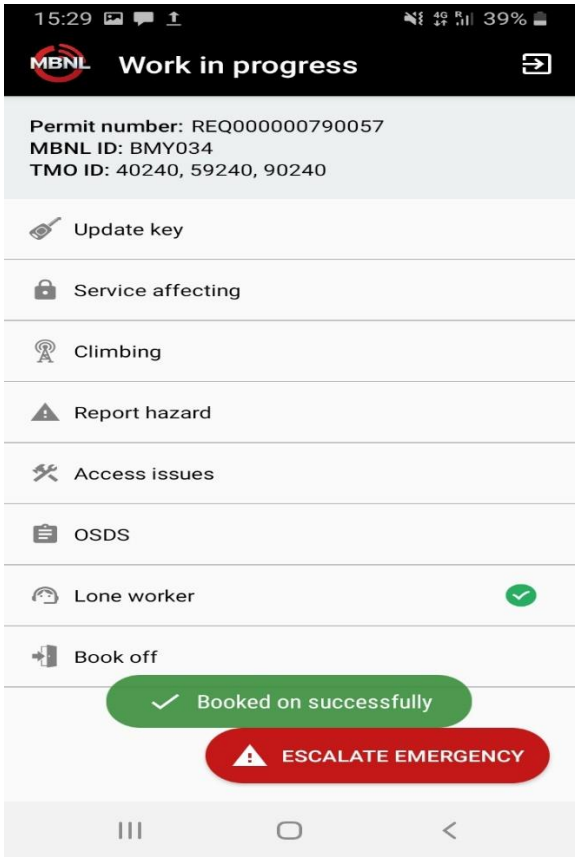
Then Tap Book on to Continue.

Please tap on OK in the pop up question Are you sure you want to Book On?



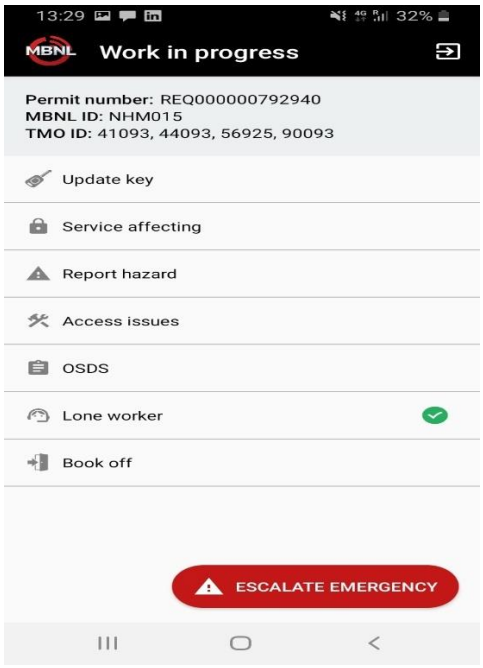
CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

You will receive a pop confirming the book on has been completed successfully and ready to proceed with Work In progress



5.6 Work In Progress

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



In this screen you have the following options:

5.6.1 Update key

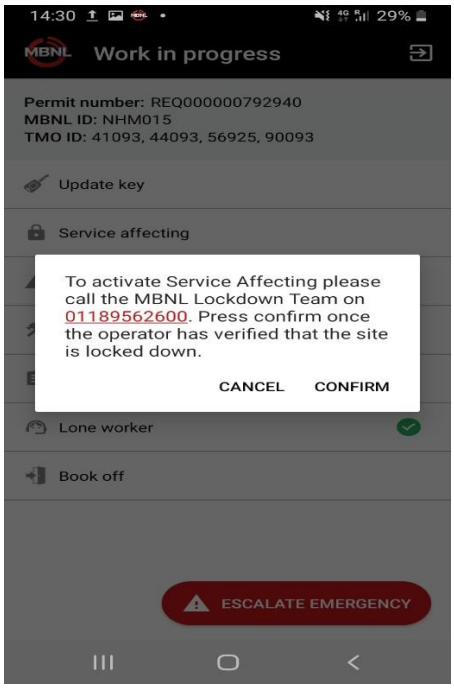
This option allow the engineers to scan their keys in case key not scanned during the book on process . Tap on update key if you want to scan your key. For further information how you can scan your key please refer to the instructions in the Update Key section of the Appendix 1.

5.6.2 Service Affecting

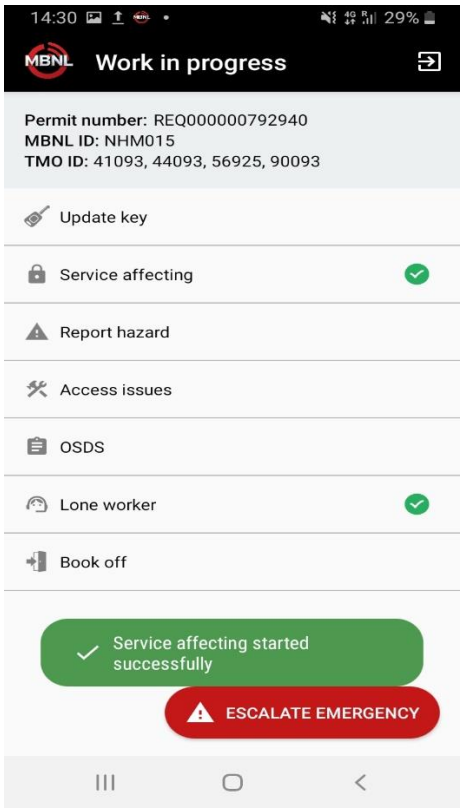
This option allow the engineers to initiate service affecting work

- Tap on the Service affecting option at the top of the page to activate Service Affecting
- A pop up will come up to confirm if you want to start the service affecting work prompting also the user to contact the Lockdown team.
- **Important Note: It is mandatory to confirm with the Lockdown team that the site has been locked before you start any work.**

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



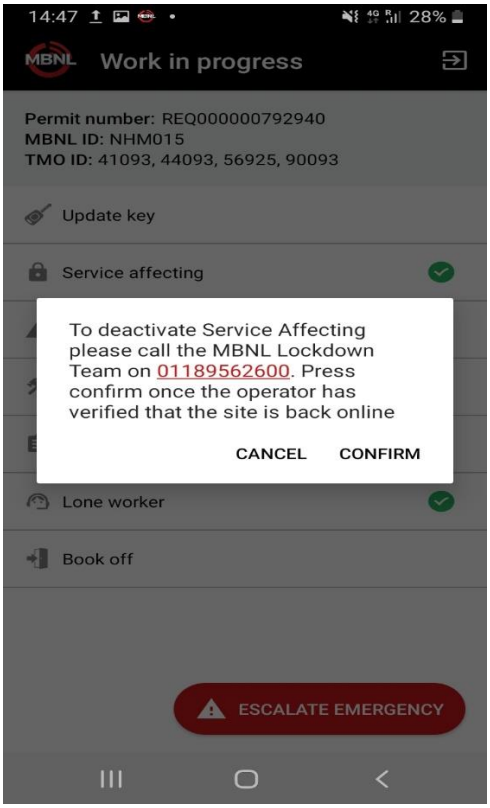
- If you are ready please tap on Confirm



- To deactivate service affecting tap on Service Affecting option
- A pop up will come up to confirm if you want to stop the service affecting work prompting also the user to contact the Lockdown team

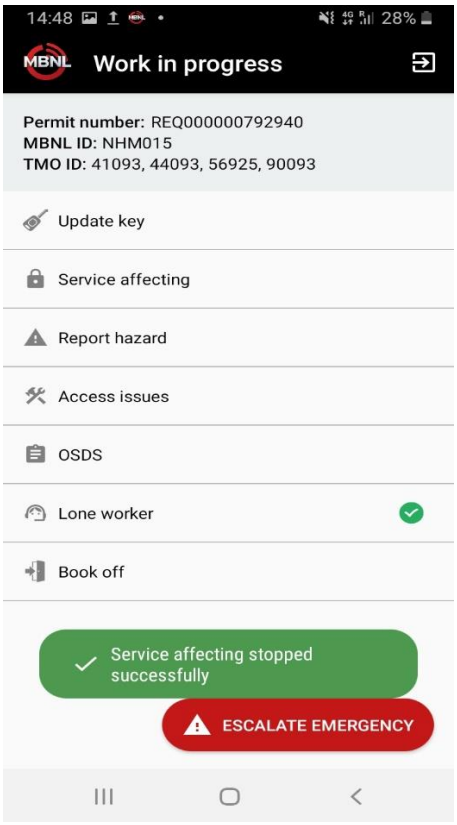
CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

Important Note: It is mandatory to confirm with the Lockdown team that the site has been unlocked before you book off.



- If you are ready please tap on Confirm

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

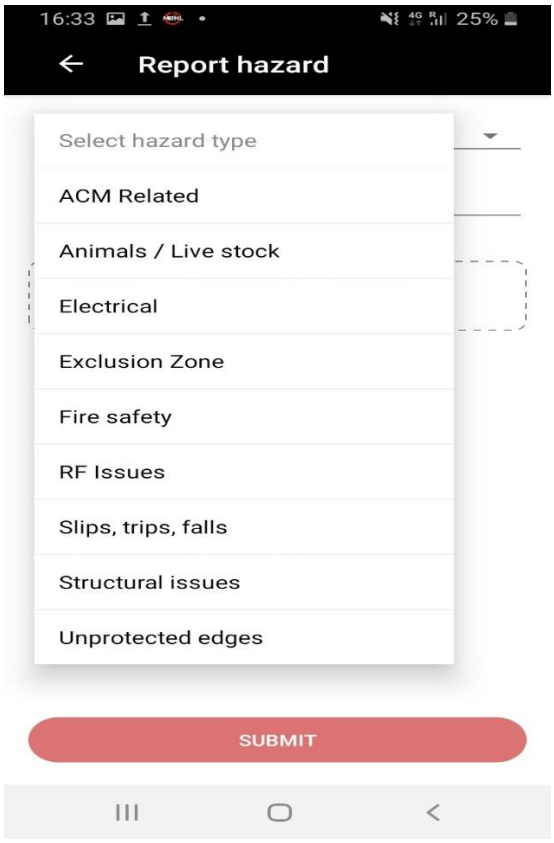


5.6.3 Report Hazard

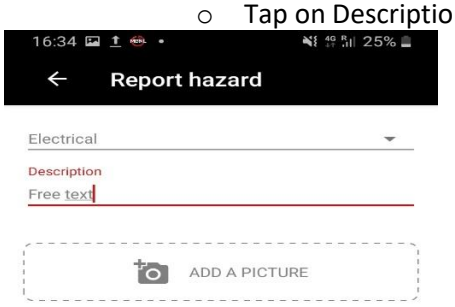
This functionality in the app replaces the jotform for the Report Hazards jotforms.

- By tapping on report Hazard engineers should be able to report Hazards on site
- Select Hazard Type from the drop- down list by tapping on the Hazard type you want to select.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

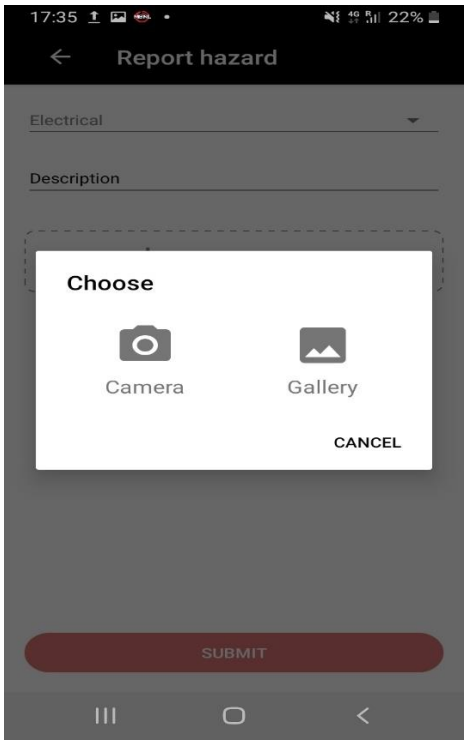


- Tap on Description to provide a description of the Hazard. This is a free text area

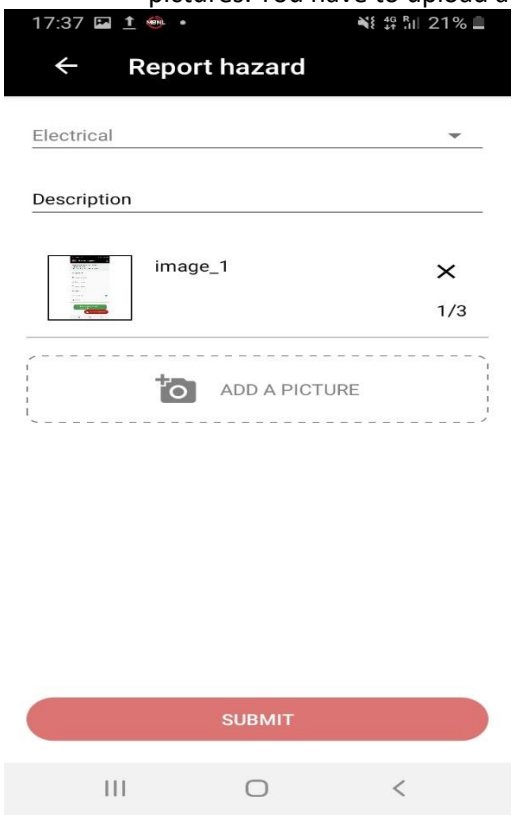


- Tap on Add picture. At this stage the app will prompt the users to allow to access photos and files on the device. Tap on Allow
- A pop up message will come up asking the user to select Camera or Gallery
  - If you have not got the photo already taken select Camera
  - If the photo is already taken select Gallery

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

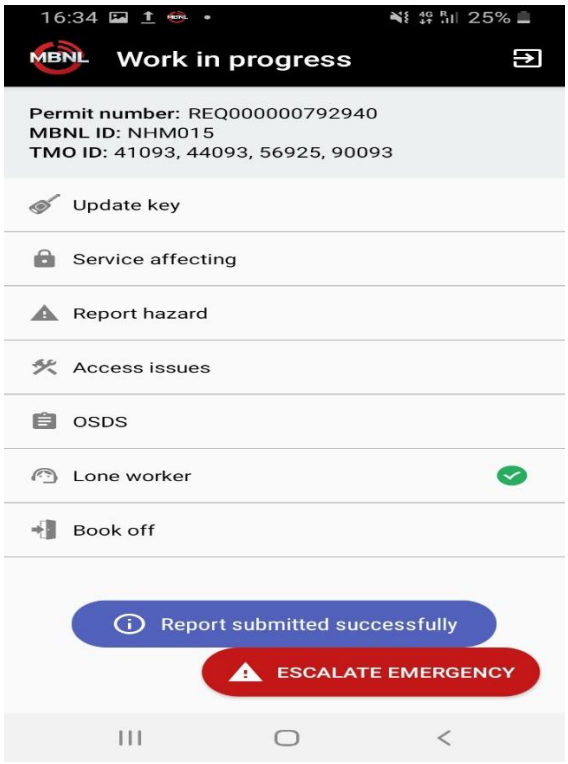


- Upload the picture . The MBNL MyLocken app allow the engineers to upload maximum of 3 pictures. You have to upload a picture.



  - Tap on Submit. A message will appear that your report has been submitted successfully. Please note that in order to Report a Hazard all the fields in the Report Hazard page should be completed (Hazard Type, Description, Photo Upload)

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



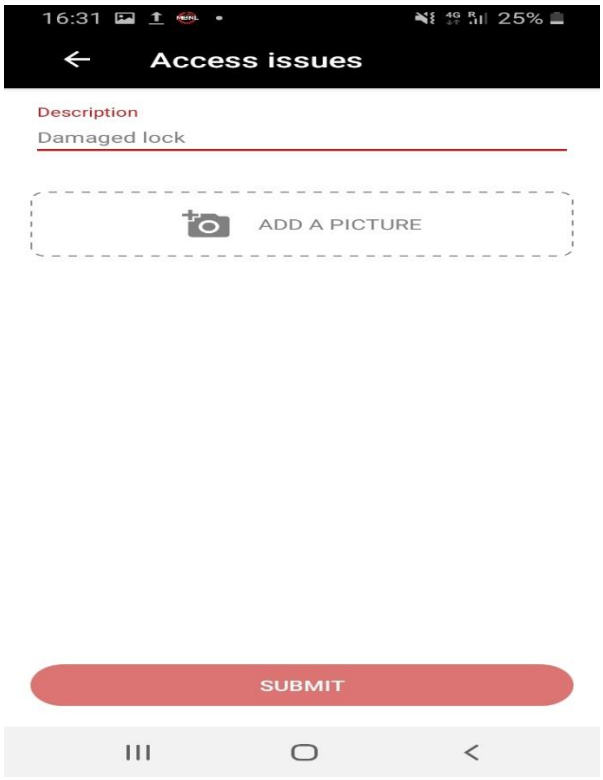
An automatic email notification will go to site.access.security@mbnl.co.uk and mbnl.psoc@ctrservices.co.uk . These teams will take further action.

- Access Issues

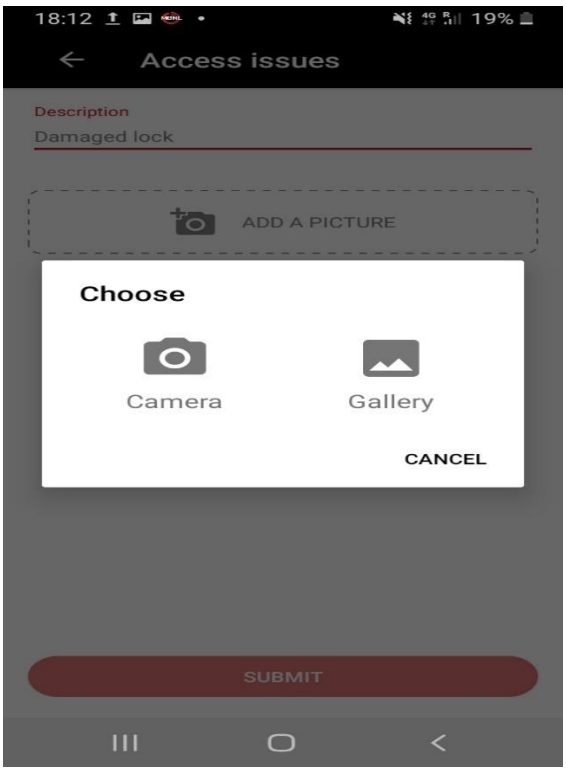
This functionality of the app allows you to report access related issues.

- By tapping on Access Issues engineers should be able to report Access issues on site
- Tap on Description to provide a description of the Access issue. This is a free text area

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



- Tap on Add picture. At this stage the app will prompt the users to allow to access photos and files on the device. Tap on allow. This will be requested by the app only the first time that the user will need to upload a picture.
- A pop up message will come up asking the user to select Camera or Gallery
    - If you have not got the picture already taken select Camera
    - If the photo is already taken select Gallery

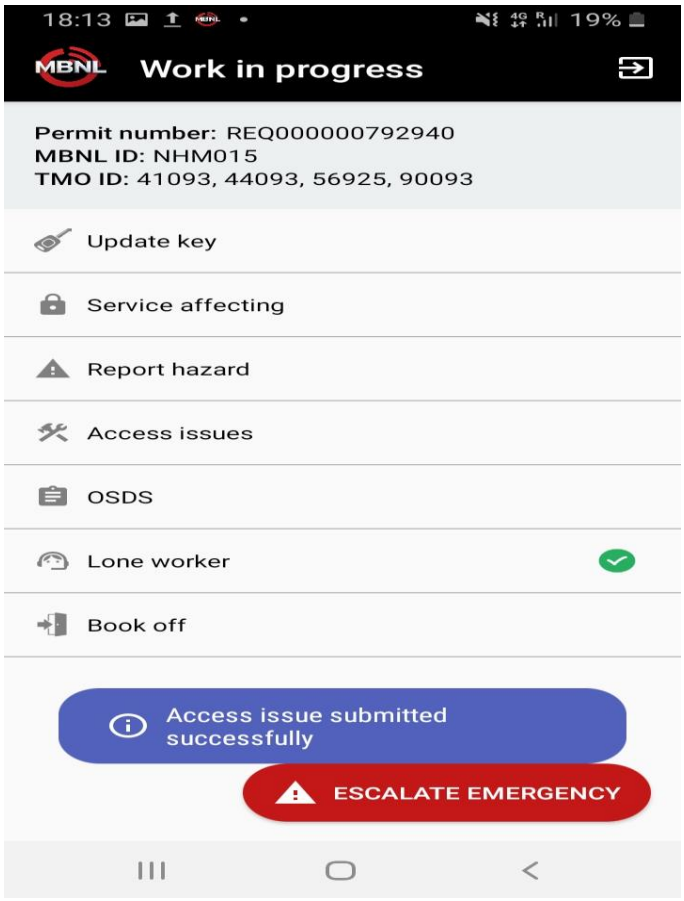


CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

- Upload the picture. The MBNL MyLocken app allow the engineers to upload maximum of 3 pictures

- Tap on Submit. A message will appear that your report has been submitted successfully. Please note that in order to report an Access issue all the fields in the Access Issue page should be completed (Description, Picture Upload)

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



An automatic email notification will go to site.access.security@mbnl.co.uk and mbnl.psoc@ctrservices.co.uk. These teams will take further action.

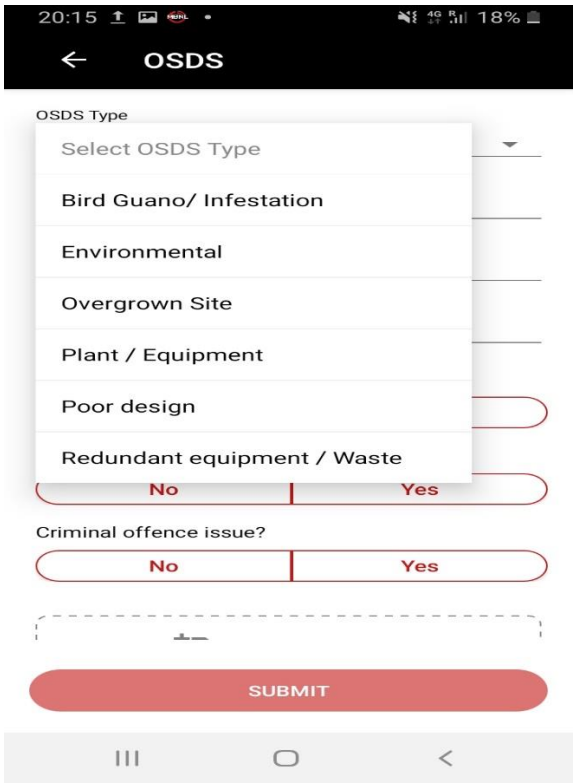
5.6.4 OSDS

This functionality of the app replaces the initial OSDS form.

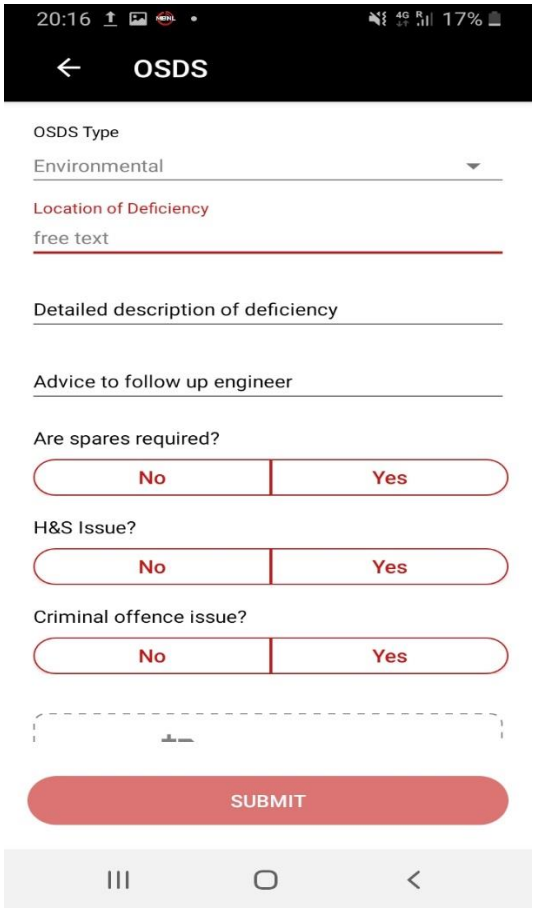
- By tapping on **OSDS** engineers should be able to report OSDS issues via the OSDS page

- Select OSDS type from the drop down list

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

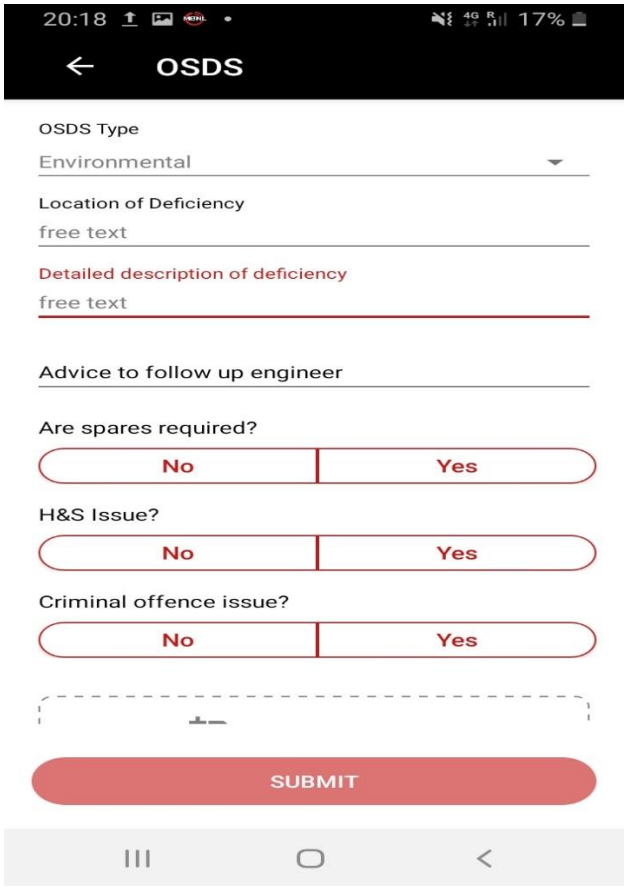


- Tap on **Location of Deficiency**. This is a free text area where engineer needs to provide the post code , address and MBNL Site ID(e.g RG1 0NE, 5 Oxford road, BAR001)



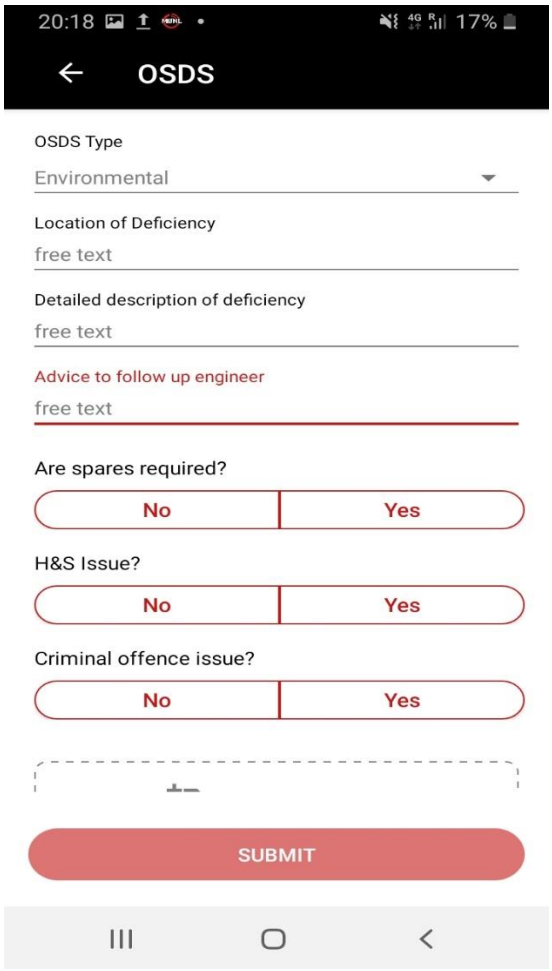
CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

- Tap on **Detailed description of deficiency**. This is a free text area where engineer needs to detail the efficiency



  - Tap on **Advice to follow up engineer** . This is a free text area where engineer can provide details of what the next person will be visiting the site should be aware of.

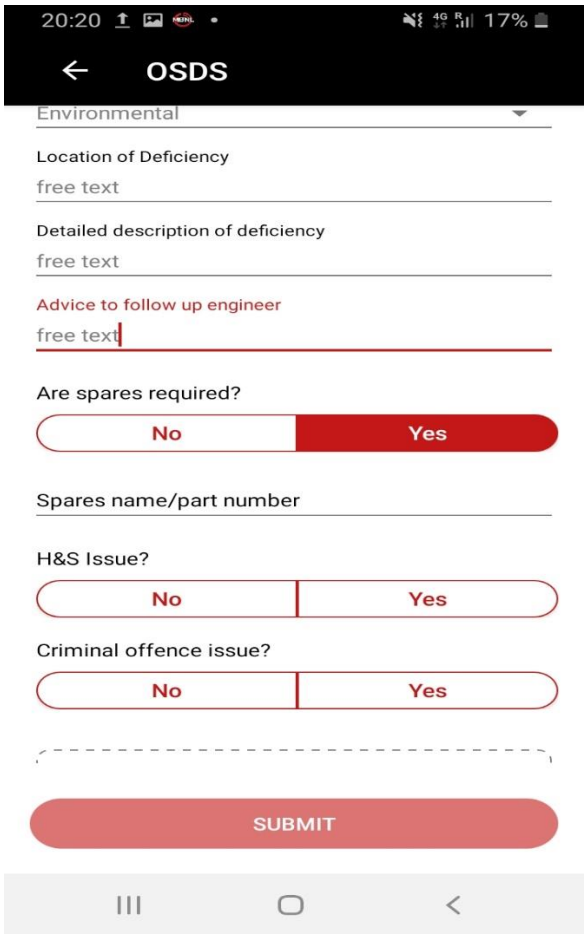
CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



Once the above is completed please continue with answering the following questions:

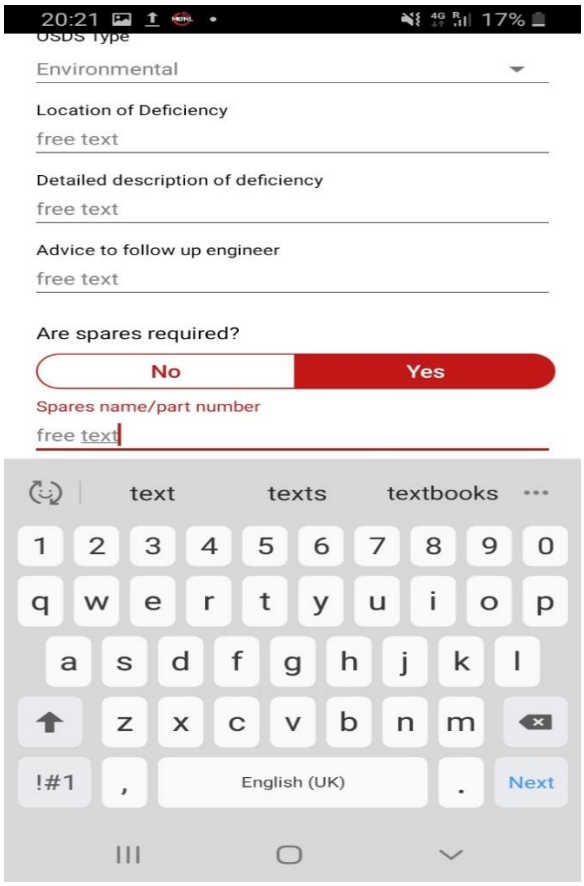
- Are spares required?
    - Tap on No or Yes

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



- If selected option is yes , tap on Spare name and the part number. This is a free text area where the engineer can complete the Spare name and part number. Then proceed with answering the next questions

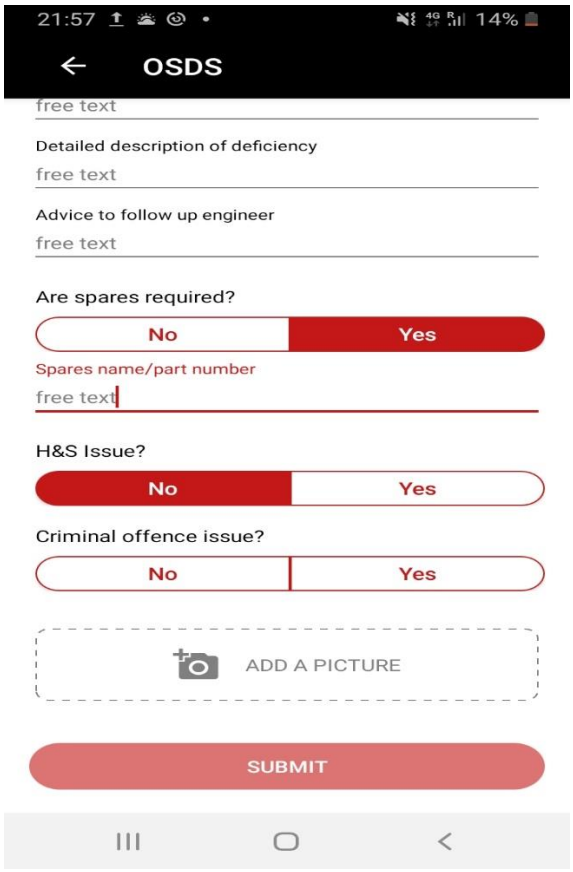
CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



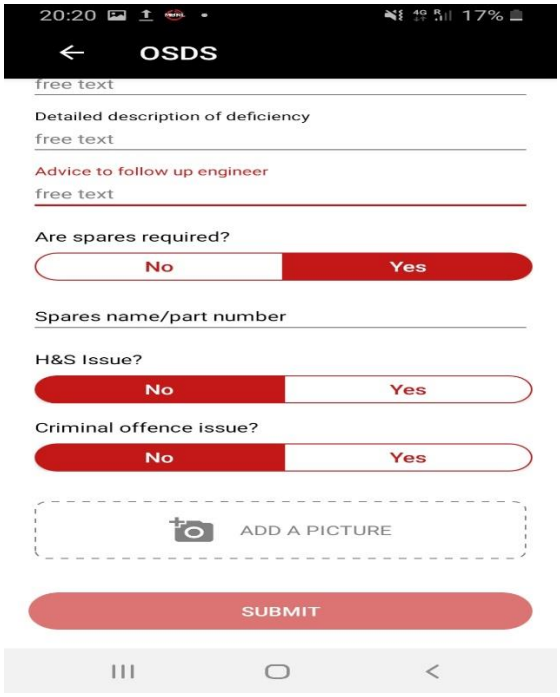
- If selected option is No, then please proceed with answering the next questions

- H&S Issue?
  - Tap on No or Yes

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

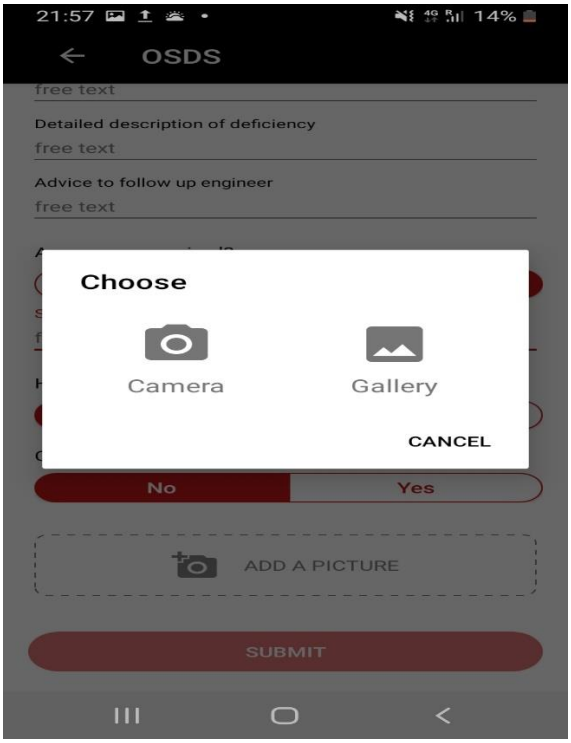


- Criminal Offence?
    - Tap on No or Yes

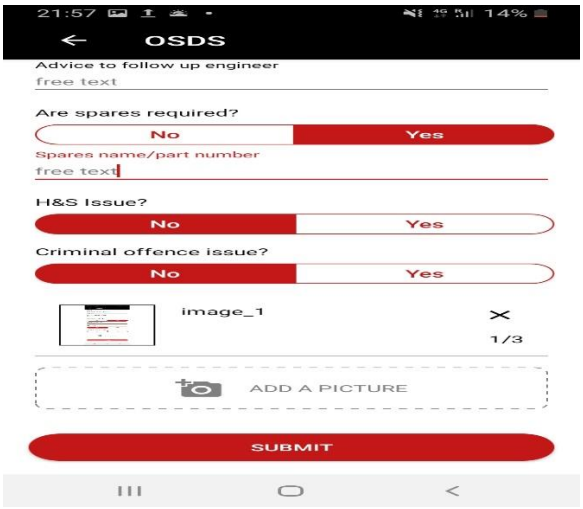


CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

- Tap on **Add picture**. At this stage the app will prompt the users to allow to access photos and files on the device. Tap on allow
- A pop up message will come up asking the user to select Camera or Gallery
    - If you have not got the photo already taken select Camera
    - If the photo is already taken select Gallery

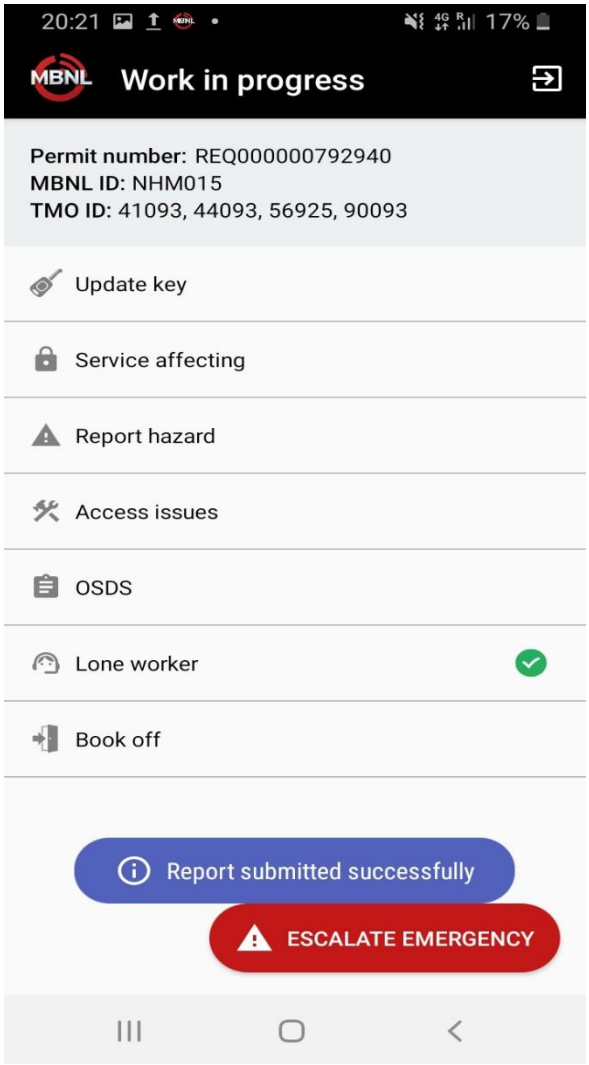


- Upload the picture



CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

- Tap on submit. A message will appear that your report has been submitted successfully. Please note that in order to report an OSDS issue all the fields in the OSDS page should be completed (OSDS type, Location of Deficiency, Description of Deficiency , Advice on follow up engineer, Spare Parts , H&S issues, Criminal Offence ,Picture Upload)



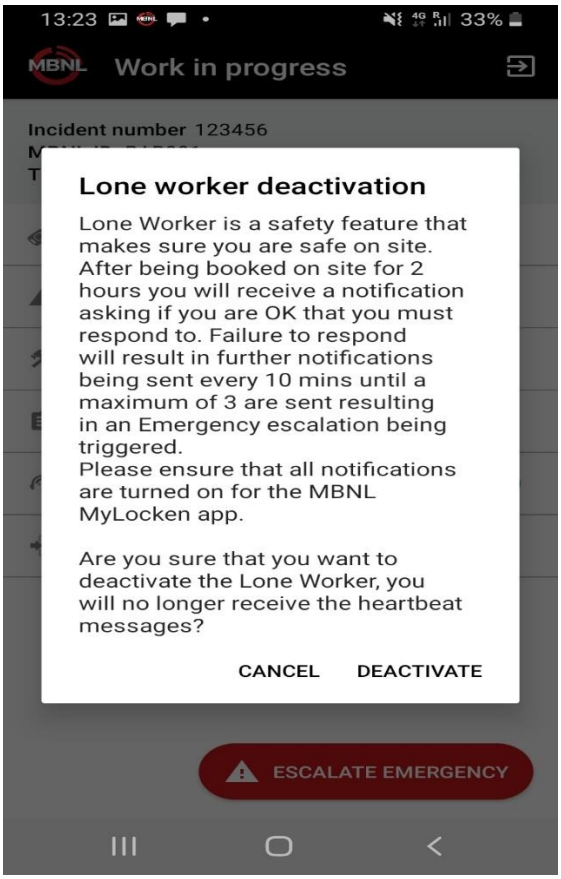
An automatic email notification will go to Lockdown team and the team will take further action

5.6.5 Lone Worker

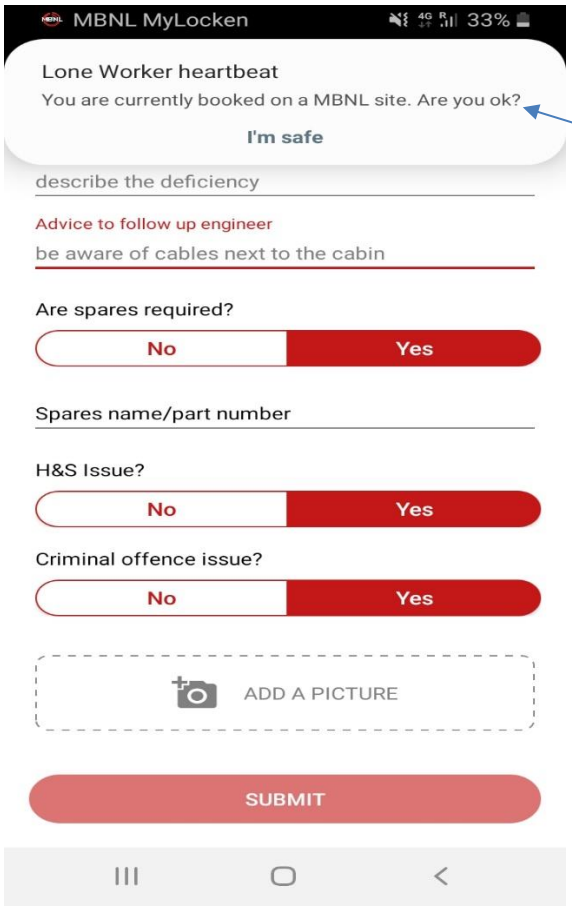
This functionality of the app is a safety feature that makes sure you are safe on site. After being booked on site for two hours you will receive a notification asking you if you are ok that you must respond to. Failure to respond will result in further notifications being sent every 10 mins until a maximum of 3 are sent resulting in an Emergency escalation being triggered. Please ensure that all notifications are turned on for the MBNL MyLocken App.

By tapping on the Lone Worker option a pop up message displays the above text.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



Lone Worker heartbeat:

If you are ok please tap on I'am safe.

Important Note: The app gives you the option to deactivate the Lone Worker however it is strongly recommended you do not deactivate this feature.

- Escalate Emergency

In case of emergency please Tap on the Escalate Emergency Button. If you tap on the emergency button a notification will be sent to your admins in the LSA.

Important Note : You continue to use your AS IS processes to report and monitor your engineers on site. This functionality is not intending to replace any mechanisms and processes that your organisations are following.

5.6.6 Book Off

When you are ready to BOOK OFF tap on the Book off option icon under Lone Worker .

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

Now you will need to answer all the Book Off questions. The questions will appear sequentially in your screen.

Important note: For Multiday permits you will need to book on /book off every time you are accessing or leaving the site. However please remember not to close the permit if you need to visit the site again until the permit expiration date if you are intending to use the same permit to access the same site again.

When a permit is closed, no one else will be able to use that permit.

5.7 Book Off Questions:

When you are ready to Book off please tap on Book off option at the top of your screen.

You will be asked to answer the following questions:

Is the Air conditioning on? (Tap on No, N/A , Yes)

Is the Cabin secure? (Tap on No, N/A , Yes)

Is the Compound secure? (Tap on No, N/A , Yes)

Are there any safety or maintenance issues on the site that we need to know about? (Tap on no or yes)

If the answer is Yes you will receive a pop-up message to escalate this via SDTV/OSDS/T&T

Have you left the site secured and in a tidy condition following your own work? (tap on no or yes)

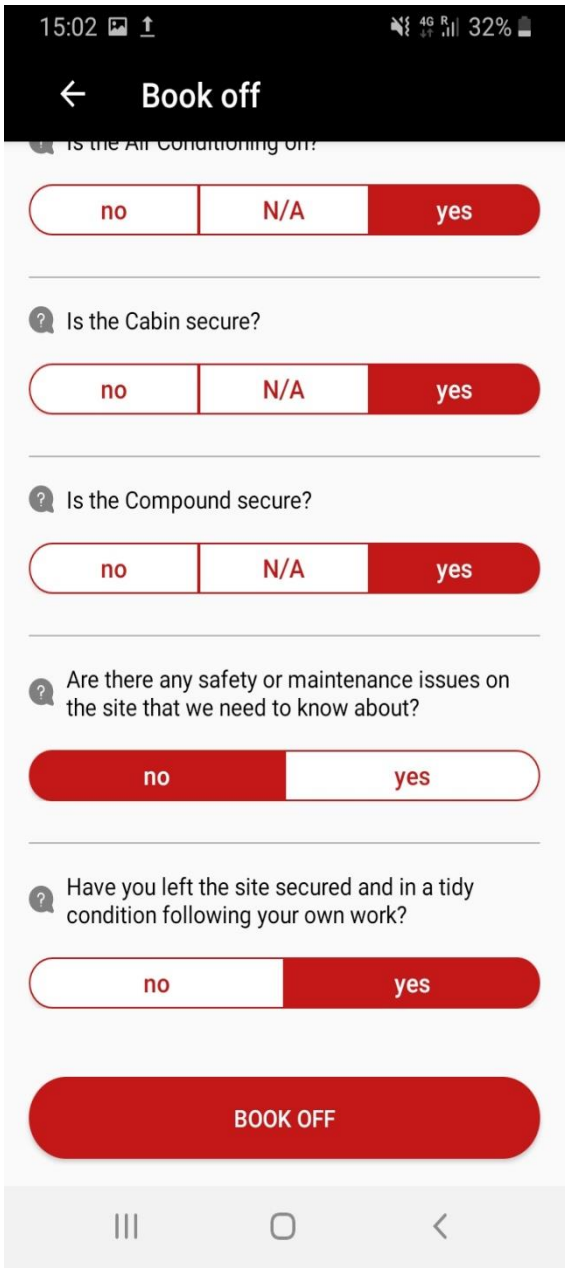
If the answer is no you will receive a pop-up message to escalate this via SDTV/OSDS/T&T

Please note depending on the answers on the above options you can be requested to complete the following questions:

Have you raised a ticket (Tap yes or no)

Please give us a short description of the issue: This is free text. Please type a short description of the issue.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

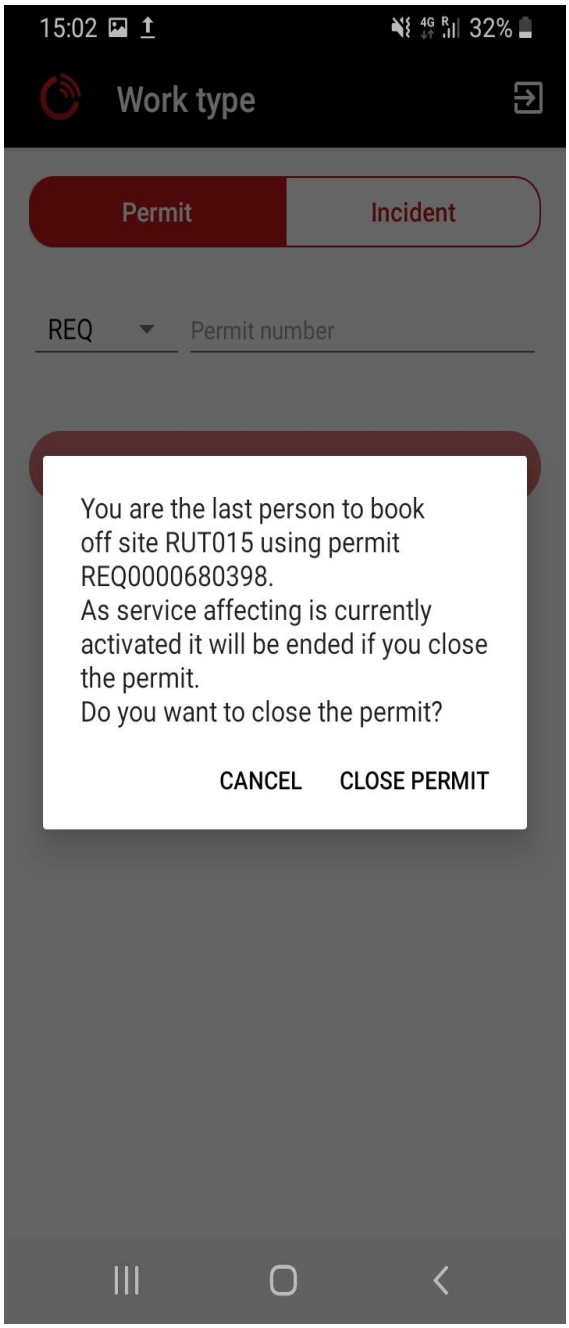


Tap on Book Off. Please remember you have to answer all the questions before you Book Off.

You will also still need to report any issues with the sites during the book off process (As Is) as per current process.

A pop up message will appear on your screen requesting you to confirm if you want to Close the permit.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

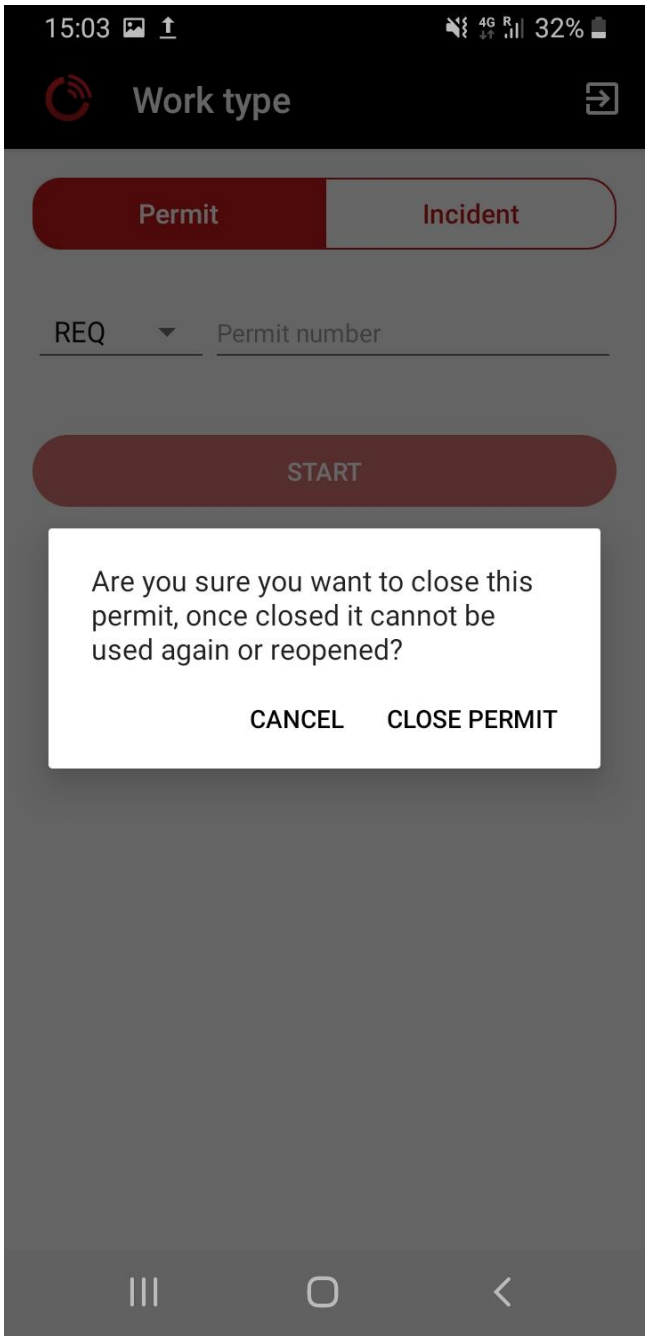


Tap on Close Permit if you want to Close.

Tap on Cancel if you still want to use the permit

Reconfirm you want to close the permit

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



Tap on Close Permit.

The process has now been completed and you can leave the site.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

6 Incidents

Important Note 2: The same principles apply as in the Permits section to report issues on the sites or report any Duty of care issues. Engineers will need to follow the AS IS processes as they stand today.

6.1 Log in and Registration

For incidents please follow the same registration and Login Process as per section 6.1

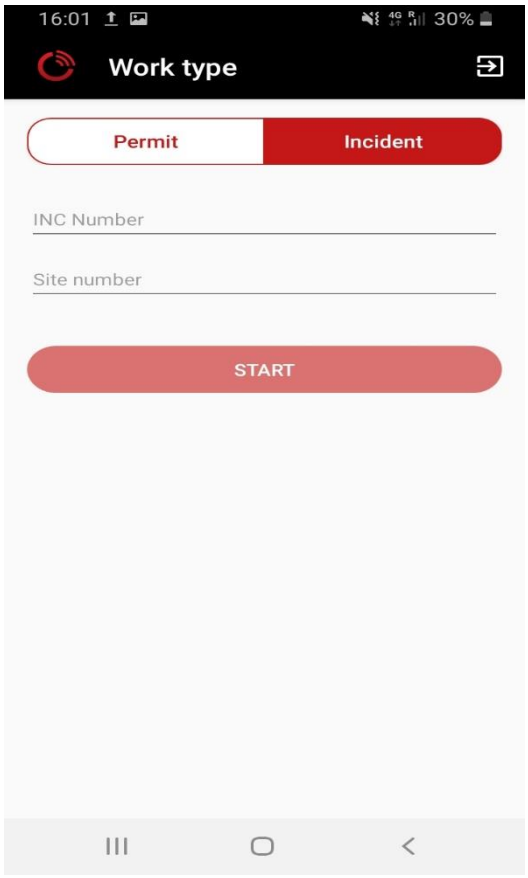
6.2 Work Type

In the Work Type area please Tap on Incident

Provide the Incident number that you will be working on e.g. INC1234567

Provide Site Number: This needs to be a valid MBNL Site ID

Press start



6.3 Site Details

Tap on CONFIRM SITE once you have confirmed you are referring to correct site.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

6.4 Key Credentials

Please follow steps as per section 5.4 – please also refer to the instructions in the Update Key section of the Appendix 1.

6.5 Book on Questions

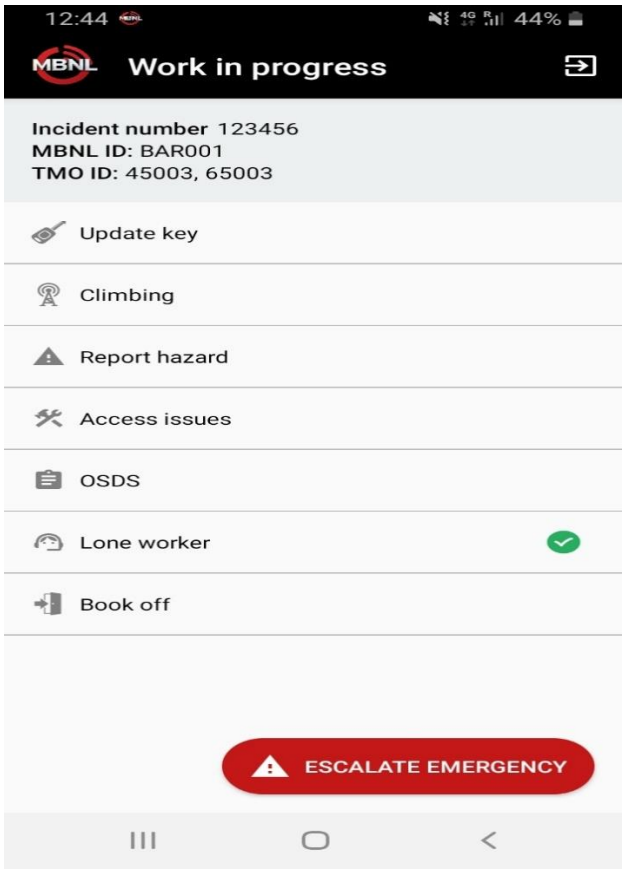
Please follow steps as per section 6.4. Remember to answer all the questions to Book On.

Tap on Book On

6.6 Work In Progress

You are now working on the incident and the following screen will appear.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

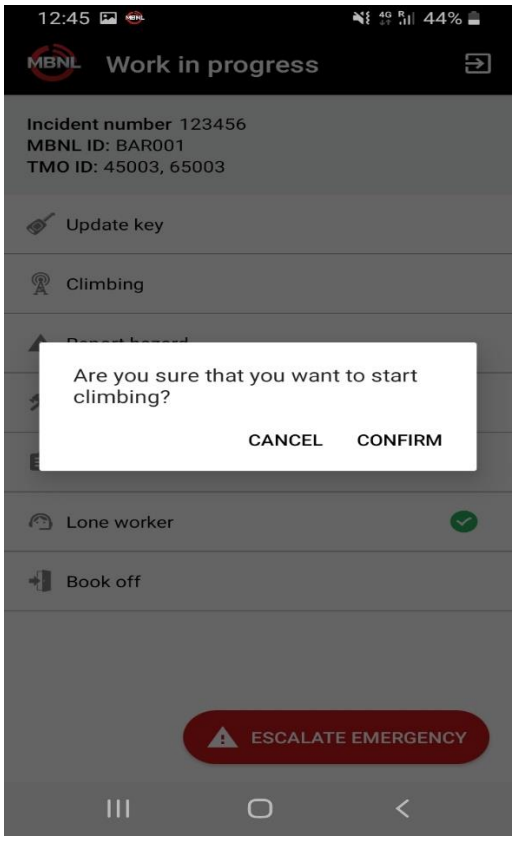


- Update key: Please refer to **section 5.6.1** for functionality
- Climbing

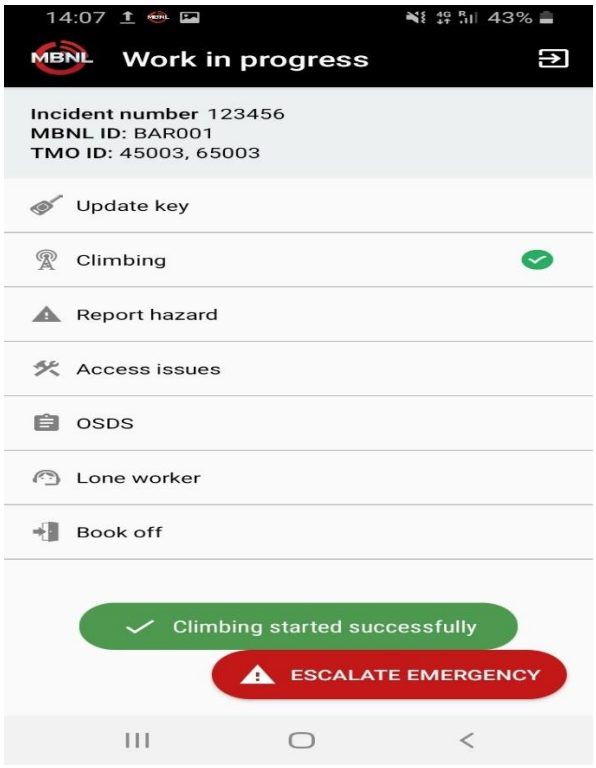
  This functionality is only available for FSO Riggers/ Climbers role in the LSA.

  - Tap on Climbing
  - A pop up message will appear requesting you to confirm if you want to start climbing

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

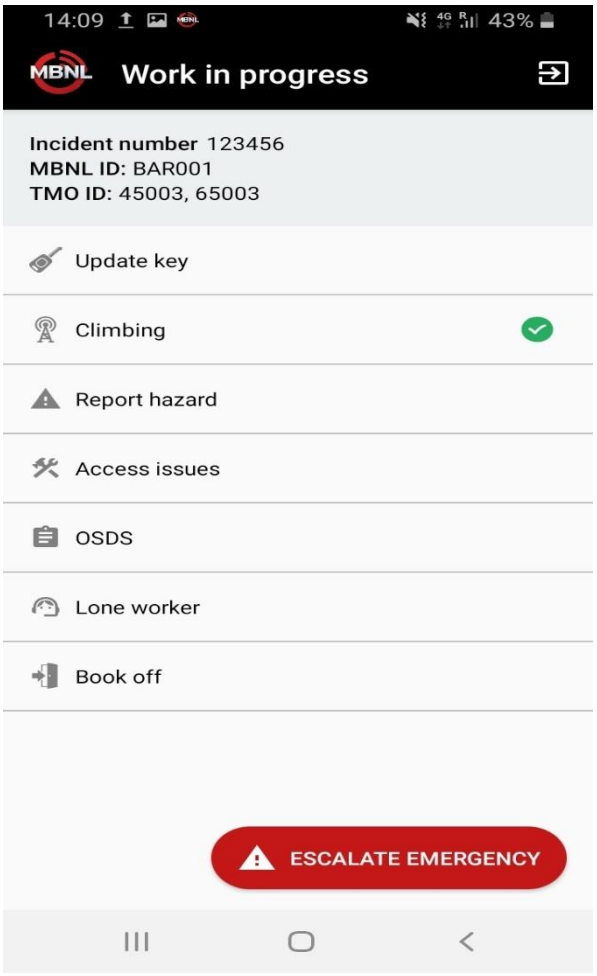


- Tap on confirm. A pop up message will appear confirming that climbing has started successfully



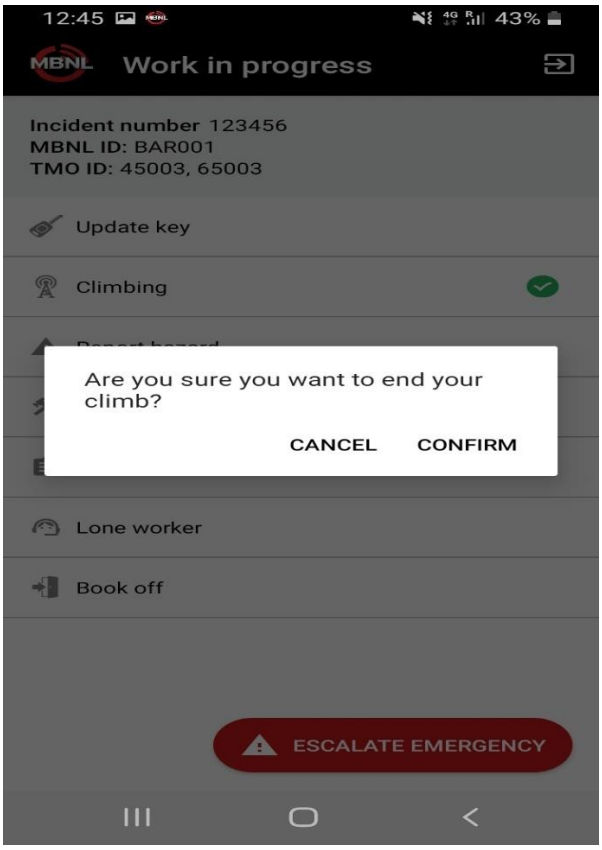
CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

- If you want to end climbing tap on the Climbing option



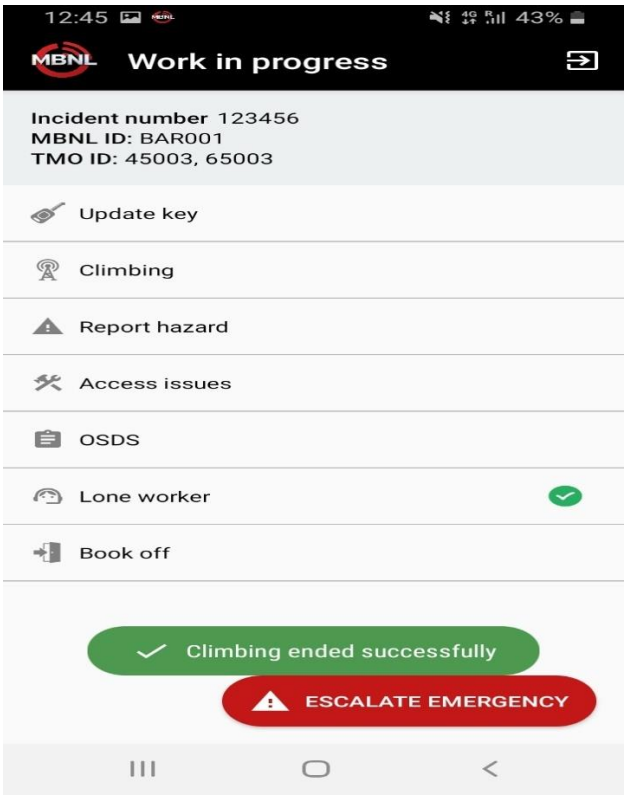
- A pop up message will appear requesting you to confirm if you want to end your climbing

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



- Tap on confirm. A pop up message will appear confirming that climbing has been completed successfully

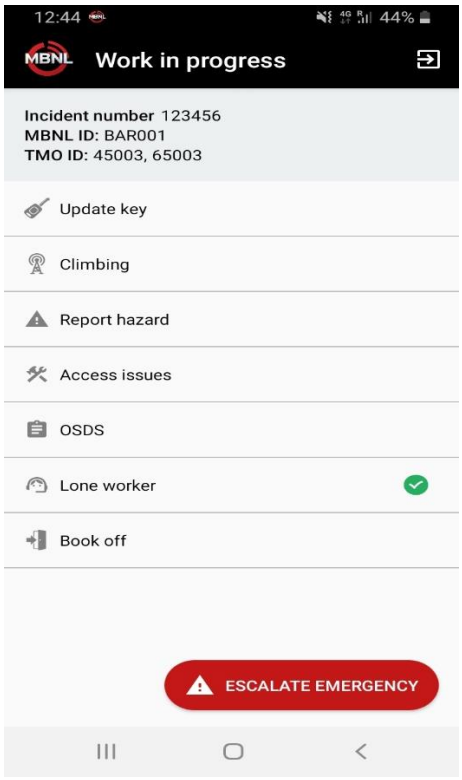
CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



- Report Hazard: Please refer to **section 5.6.3** for functionality
- Access Issues: Please refer to **section 5.6.4** for functionality
- OSDS: Please refer to **section 5.6.5** for functionality
- Lone Worker: Please refer to **section 5.6.6** for functionality

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

When you want to book off please Tap on Book off to start the Book Off process



6.7 Book off questions

Please follow steps as per **section 5.7**. You will not be requested to close permits as you will be working under Incidents.

6.8 Book off

When working on incidents, you must Book off every time you leave the site.

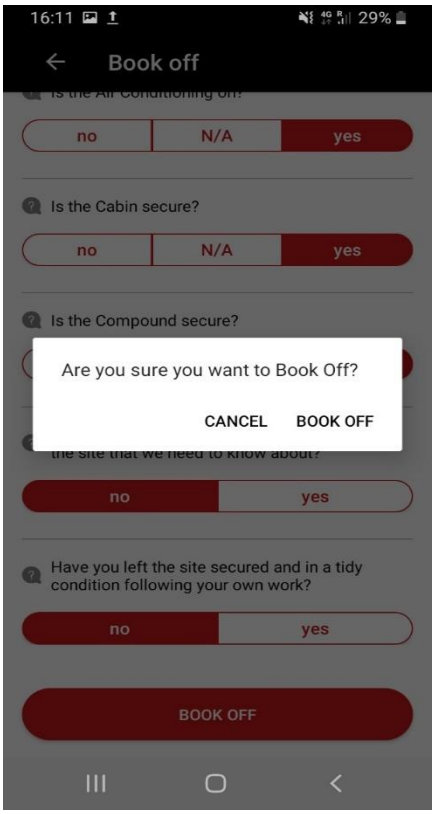
Once you have completed the site activity or you are leaving the site for any reason, tap on the Book off option.

A pop up window will appear to confirm if you want to Book Off

Tap on Book off

You have successfully now booked off. You can leave the site

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled



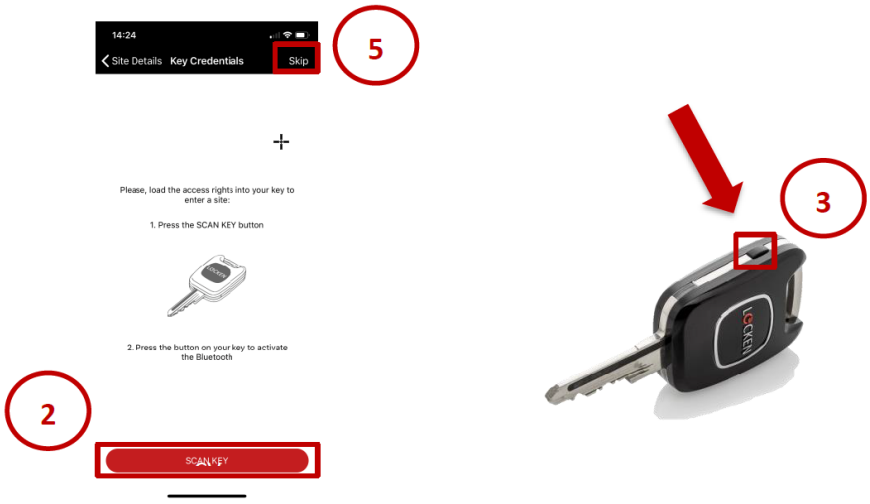
Important Note: Please do not forget to book off when leaving the sites. Failing to book off could be subject of non-conformity for your organisation.

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

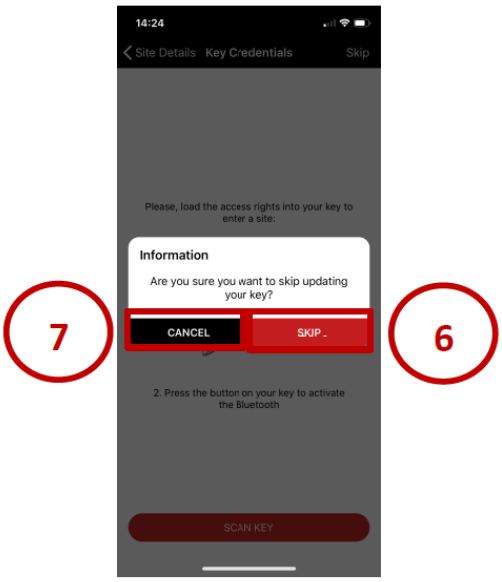
APPENDIX 1

Update a key

1. Follow the next steps when you are prompted to update your key. If you have a key, you should always update it before entering a site
2. To update a key press ‘Scan Key’
3. When prompted press the button on the side of your Locken key
4. If the update is successful you will receive a confirmation message and the app will automatically move to the next screen



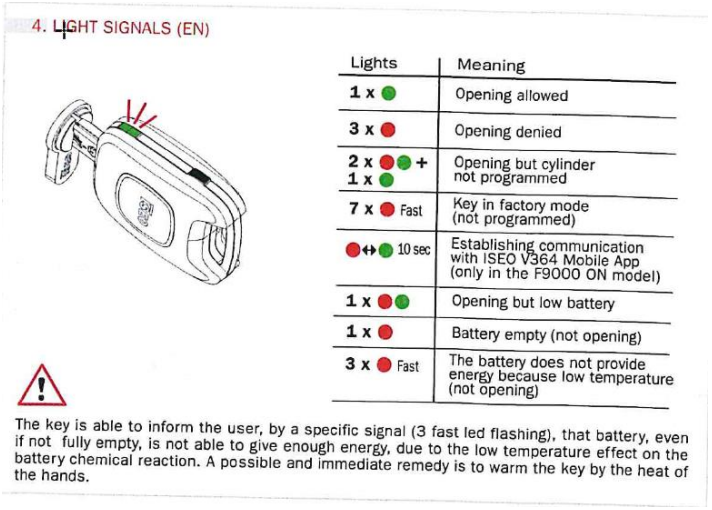
5. If you do not have a Locken key press ‘Skip’
6. You will be asked to confirm if you want to skip updating your key. Select ‘Skip’ to continue
7. To cancel skipping select ‘Cancel’



CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

Key Signals

The below diagram explains the LED light signals that the key can emit when being used to open a lock



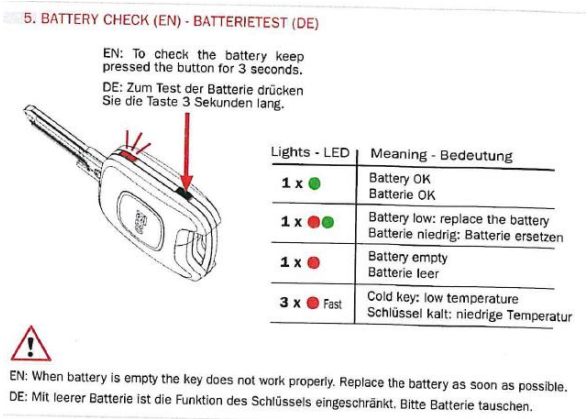
4. LIGHT SIGNALS (EN)

Lights	Meaning
1 x ●	Opening allowed
3 x ●	Opening denied
2 x ●● + 1 x ●	Opening but cylinder not programmed
7 x ● Fast	Key in factory mode (not programmed)
●↔● 10 sec	Establishing communication with ISEO V364 Mobile App (only in the F9000 ON model)
1 x ●●	Opening but low battery
1 x ●	Battery empty (not opening)
3 x ● Fast	The battery does not provide energy because low temperature (not opening)

The key is able to inform the user, by a specific signal (3 fast led flashing), that battery, even if not fully empty, is not able to give enough energy, due to the low temperature effect on the battery chemical reaction. A possible and immediate remedy is to warm the key by the heat of the hands.

Key Battery

- Bluetooth mechatronic key batteries can last up to 5 years (depending on usage)
- Battery type - One CR2450 (Nominal voltage: 3V /Nominal capacity: 540mAh)
- To check the battery status see diagram below:



5. BATTERY CHECK (EN) - BATTERIETEST (DE)

EN: To check the battery keep pressed the button for 3 seconds.

DE: Zum Test der Batterie drücken Sie die Taste 3 Sekunden lang.

Lights - LED	Meaning - Bedeutung
1 x ●	Battery OK Batterie OK
1 x ●●	Battery low: replace the battery Batterie niedrig: Batterie ersetzen
1 x ●	Battery empty Batterie leer
3 x ● Fast	Cold key: low temperature Schlüssel kalt: niedrige Temperatur

EN: When battery is empty the key does not work properly. Replace the battery as soon as possible.

DE: Mit leerer Batterie ist die Funktion des Schlüssels eingeschränkt. Bitte Batterie tauschen.

To change a battery in a key:

1. Remove the back cover of the key – this can be done by using a small screwdriver in the hole below the top banner of the key to prise off the cover.

2. Unscrew the 4 screws to remove the metal plate

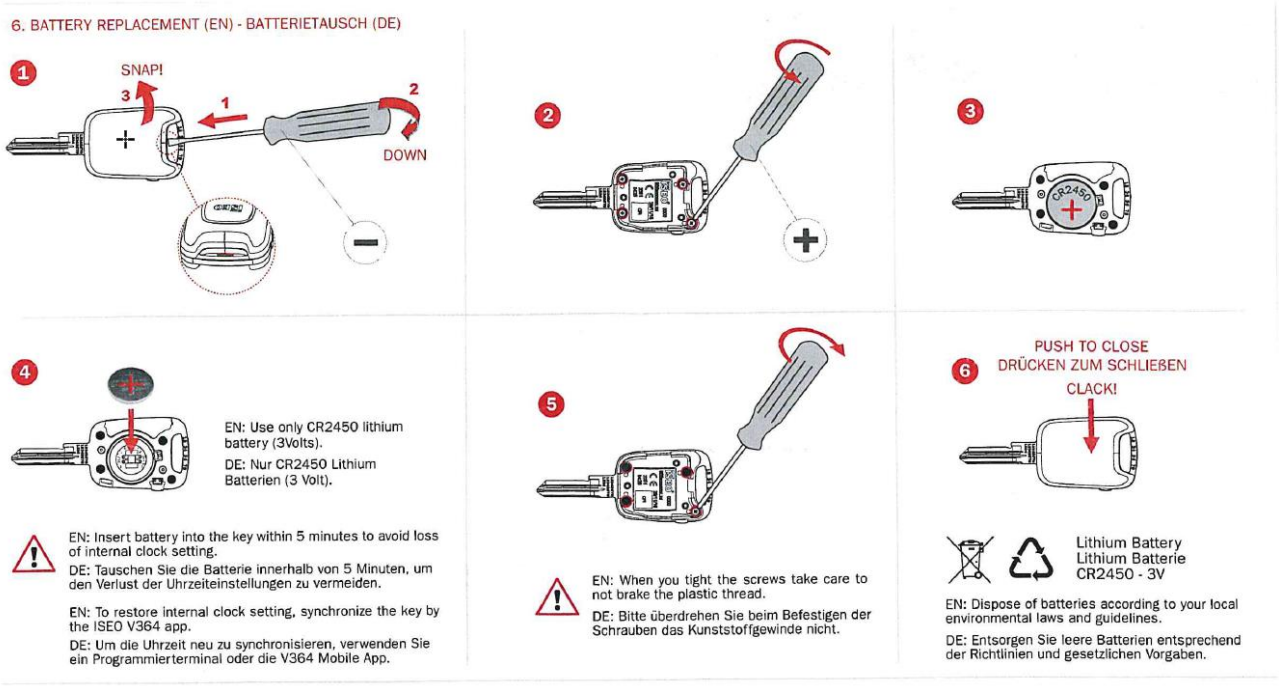
3. The battery will then be able to be removed – replace with a new one

4. Replace the metal plate, 4 screws and pop the back cover on

CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled

5. Hold down the button on the key for 3 seconds – if the LED on the key flashes green once then the new battery has been installed correctly and key is ready to use

6. Close the back cover again.



CON1 - Confidential to MBNL – When printed this document is deemed to be uncontrolled