

FF-H-1687A
March 1, 1974
SUPERSEDING
Int. Fed. Spec. FF-H-001687
June 21, 1971

FEDERAL SPECIFICATION

LOCKS, OFFICE MACHINE

This specification was approved by the Commissioner, Federal Supply Service, General Services Administration, for the use of all Federal agencies.

1. SCOPE AND CLASSIFICATION

1.1 Scope. This specification covers three types of locks for securing office machines to desks.

1.2 Classification. Locks covered by this specification shall be of the following types, as specified (see 6.2):

- Type I - Single attachment to desk, single attachment to machine.
- Type II - Single attachment to desk, multi attachment to machine.
- Type III - Multi attachment to desk, multi attachment to machine.

2. APPLICABLE DOCUMENTS

2.1 The following documents, of the issue in effect on date of invitation for bids or request for proposal, form a part of this specification to the extent specified herein:

Federal Specifications:

- PPP-B-566 - Boxes, Folding, Paperboard.
- PPP-B-636 - Box, Paperboard.
- PPP-B-665 - Boxes, Paperboard, Metal Stayed (Including Stay Material).
- PPP-B-676 - Boxes, Setup.

Federal Standard:

Fed. Std. No. 123 - Marking for Domestic Shipment (Civil Agencies).

(Activities outside the Federal Government may obtain copies of Federal Specifications, Standards, and Handbooks as outlined under General Information in the Index of Federal Specifications and Standards and at the prices indicated in the Index. The Index, which includes cumulative monthly supplements as issued, is for sale on a subscription basis by the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402.

(Single copies of this specification and other Federal Specifications required by activities outside the Federal Government for bidding purposes are available without charge from Business Service Centers at the General Services Administration Regional Offices in Boston, New York, Washington, DC, Atlanta, Chicago, Kansas City, MO, Fort Worth, Denver, San Francisco, Los Angeles, and Seattle, WA.

(Federal Government activities may obtain copies of Federal Specifications, Standards, and Handbooks and the Index of Federal Specifications and Standards from established distribution points in their agencies.)

Military Specification:

MIL-P-116 - Preservation, Methods of.

Military Standards:

- MIL-STD-105 - Sampling Procedures and Tables for Inspection by Attributes.
- MIL-STD-129 - Marking for Shipment and Storage.

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(Copies of Military Specifications and Standards required by suppliers in connection with specific procurement functions should be obtained from the procuring activity or as directed by the contracting officer.)

2.2 Other publications. The following documents form a part of this specification to the extent specified herein. Unless otherwise indicated, the issue in effect on date of invitation for bids shall apply:

National Motor Freight Traffic Association, Inc., Agent:

National Motor Freight Classification.

(Application for copies should be addressed to the American Trucking Association, Inc., Tariff Order Section, 1616 P Street, N.W., Washington, DC 20036.)

Uniform Classification Committee, Agent:

Uniform Freight Classification.

(Application for copies should be addressed to the Uniform Classification Committee, Room 1106, 222 South Riverside Plaza, Chicago, IL 60606.)

3. REQUIREMENTS

3.1 Material. Sections of the locking device which directly protect the fasteners or which are subject to prying or cutting shall be made of steel and shall be hardened to withstand cutting tools. Material used in the action of the lock shall be at the option of the manufacturer, subject to its meeting the other requirements of this specification.

3.2 Finish.

3.2.1 Lacquer or enamel. Natural color and plated lock surfaces shall have a coating of transparent lacquer or enamel, except that chromium-plated, nickel-plated, cadmium-plated, zinc-plated, anodized aluminum, and stainless steel may be furnished without lacquer or enamel.

3.2.2 Surface condition. All exposed surfaces shall be smooth and free from burrs, sharp edges, and rough areas which might cause injury to persons or damage to clothing in normal employee contacts.

3.3 Installed condition. When properly installed, the lock shall shield the fasteners being used so as to prevent their being removed or sheared. The lock shall not protrude so as to impair its use, either above or below the mounting surface.

3.4 Accessories.

3.4.1 Keys. Two keys shall be supplied with each lock. Each lock in any one contract shall be operated by its individual key and no other, up to the limit of the number of possible different key combinations specified herein (see 3.5). Keys shall be of steel, brass, or aluminum and shall be so cut and finished as to provide for smooth, reliable operation. Locks shall be keyed alike, or master-keyed, when so specified (see 6.2).

3.4.2 Tools. Any tools, other than common hand tools, which are required to install a particular lock shall be included with that lock.

3.4.3 Installation instructions. Complete instructions for installation of the lock shall be included with each unit. Instructions shall include the dimensions of bolts or screws which are acceptable for use with the particular lock.

3.5 Lock mechanism. Lock mechanism shall be so designed that a minimum of 1,000 different key combinations are possible, and shall pass lock mechanism test in 4.5.

3.6 Type I. Type I locks shall be secured to the machine at a single point and shall be attached to the desk surface at a single point. This type of lock may be installed singly, or in pairs for added security. Installation instructions for this type lock shall include a recommendation that screws or bolts used with the lock should either be of the locking type or should be reinforced with lock washers to prevent loosening through vibration. Both collar and lock shall rotate freely, when properly installed, to provide a degree of wrench resistance.

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3.7 Type II. Type II locks shall attach to the desk surface at one point and to the machine at two or more points. When specified (see 6.2), provision shall be made for the device to pivot at the point of attachment to the desk, so the machine can be rotated for convenient access. When the pivot option is supplied, provision shall be made so that rotating of the machine does not result in the loosening or removal of the lock.

3.8 Type III. Type III locks shall attach to the machine at two or more points and to the desk surface at two or more points. Heads and stems of all fasteners used shall be completely protected from removal or cutting when the lock is properly installed. Paired, or multiple, locking mechanisms may be used.

4. QUALITY ASSURANCE PROVISIONS

4.1 Responsibility for inspection. Unless otherwise specified in the contract or purchase order, the supplier is responsible for the performance of all inspection requirements as specified herein. Except as otherwise specified the supplier may utilize his own facilities or any commercial laboratory acceptable to the Government. The Government reserves the right to perform any of the inspections set forth in the specification where such inspections are deemed necessary to assure that supplies and services conform to prescribed requirements.

4.2 Lot. Unless otherwise specified (see 6.2), all locks of the same type which are offered for delivery at one time shall be considered a lot for purposes of inspection and acceptance.

4.3 Sampling. Samples for examination shall be selected in accordance with level S-2 of MIL-STD-105, with an AQL of 6.5 defects per one hundred units. Samples for test shall be two completely fabricated office machine locks.

4.4 Visual and dimensional examination. Samples selected in accordance with 4.3 shall be examined for applicable defects as follows:

- (a) Locks not of the type specified (see 1.2.1).
- (b) Locks not lacquer or enamel coated in accordance with 3.2.1.
- (c) Surfaces not smooth as detailed in 3.2.2.
- (d) Fasteners not properly protected when lock is installed (see 3.3).
- (e) Locking device protruding so as to impair use (see 3.3).
- (f) Keys not as specified (see 3.4.1).
- (g) Tools not furnished as specified in 3.4.2.
- (h) Complete installation instructions not included (see 3.4.3).
- (i) Locks not having satisfactory mechanism (see 3.5).
- (j) Collar or lock failing to rotate freely (see 3.6).
- (k) Rotation of machine causes loosening of lock (see 3.7).
- (l) Heads or stems of screws not properly protected from cutting (see 3.8).

4.5 Locking mechanism test. Locking mechanisms shall withstand attempts to open by screwdriver, fingernail file, wire, picks, shims, mallet and other tools used to open locks surreptitiously, when tested for 3 minutes (see 3.5).

5. PREPARATION FOR DELIVERY

5.1 Packaging. Packaging shall be level A, B or C, as specified (see 6.2).

5.1.1 Level A. The locks, with keys, shall be individually wrapped in accordance with method IC-3 of MIL-P-116, and packaging in close fitting boxes conforming to PPP-B-566, PPP-B-636, PPP-B-665 or PPP-B-676. Closure of individual boxes shall be in accordance with the applicable box specification or appendix thereto.

5.1.2 Level B. The locks, with keys, shall be individually packaged in close-fitting boxes conforming to PPP-B-566, PPP-B-636, PPP-B-665 or PPP-B-676. Closure of boxes shall be in accordance with the applicable box specification or appendix thereto.

5.1.3 Level C. The locks, with keys, shall be individually packaged in accordance with the manufacturers standard practice, providing that this will insure protection for the locks and keys during shipment and will provide for safe delivery to their destination.

5.2 Packing. Packing shall be level A, B or C as specified (see 6.2).

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5.2.1 Level A. Twelve locks, with keys, packaged as specified in 5.1 shall be packed in a close-fitting box conforming to PPP-B-636, class weather resistant. Close, waterproof seal and strap the boxes in accordance with the appendix to PPP-B-636.

5.2.2 Level B. Twelve locks, with keys, packaged as specified 5.1 shall be packed in a close-fitting box conforming to PPP-B-636, class-domestic. Closure of the boxes shall be in accordance with method II of the appendix to PPP-B-636.

5.2.3 Level C. Twelve locks, with keys, packaged as specified in 5.1 shall be packed in containers that will assure carrier acceptance and safe arrival at destination in compliance with the Uniform Freight Classification rules and the National Motor Freight Classification rules.

5.3 Marking. Marking shall be in accordance with paragraph 5.3.1 or 5.3.2, as specified (see 6.2).

5.3.1 Civil agencies. In addition to any special markings required by the contract or order all interior packages and shipping containers shall be marked in accordance with Fed. Std. No. 123.

5.3.2 Military agencies. In addition to any special markings required by the contract or order, all interior packages and shipping containers shall be marked in accordance with MIL-STD-129.

6. NOTES

6.1 Intended use. Locks covered by this specification are intended for securing typewriters, adding machines, and other office equipment to desks to prevent unauthorized removal.

6.2 Ordering data. Purchasers should select the preferred options permitted herein and include the following information in procurement documents:

- (a) Title, symbol, and date of this specification.
- (b) Type of lock desired (see 1.2).
- (c) If other than two keys are required (see 3.4.1).
- (d) If master-keying is required (see 3.4.1).
- (e) If pivot provision is required (see 3.7).
- (f) If size of lot is to be different from 4.2.
- (g) Level of packaging, packing, and marking required (see 5.1, 5.2, and 5.3).

NO DOD INTEREST

Preparing activity:

GSA-FSS

Orders for this publication are to be placed with the General Services Administration, acting as an agent for the Superintendent of Documents. See section 2 of this specification to obtain extra copies and other documents referenced herein. Price 10 cents each.