



Protege Wireless Lock Range

Mortise Lock Handing Change Guide



The specifications and descriptions of products and services contained in this document were correct at the time of printing. Integrated Control Technology Limited reserves the right to change specifications or withdraw products without notice. No part of this document may be reproduced, photocopied, or transmitted in any form or by any means (electronic or mechanical), for any purpose, without the express written permission of Integrated Control Technology Limited. Designed and manufactured by Integrated Control Technology Limited, Protege® and the Protege® Logo are registered trademarks of Integrated Control Technology Limited. All other brand or product names are trademarks or registered trademarks of their respective holders.

Copyright © Integrated Control Technology Limited 2003-2024. All rights reserved.

Last Published: 06-Dec-24 9:15 AM

Contents

Introduction	4
Handing Guide	4
Mortise Lock Parts Guide	5
Mortise Lock Handing Change	6
Remove the Mortise Case Cover Plate	6
Update the REX Switch Configuration	7
Interchange the Locking Levers	8
Update the Latchbolt Configuration	9
Replace the Mortise Case Cover Plate	9

Introduction

When you order Protege mortise locks, you must specify the handing based on the doors they will be installed in. ICT strongly recommends selecting the correct handing when you order the locks and restocking if you do not have the correct locks to complete a project.

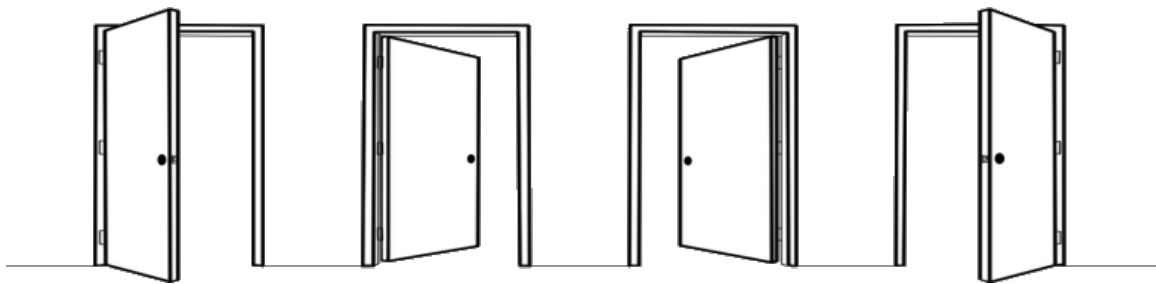
However, if needed it is possible to change the handing of mortise locks in the field. Read all of the instructions in this document carefully before you begin the process. Ensure that the handing change is carried out by an experienced technician on a workbench with good lighting.

Re-handing the product involves handling very small components that can break without warning. **Breaking internal components will void the warranty for the product.** The following instructions are provided at your own risk for solving issues in the field.

Handing Guide

The handing of the mortise lock depends on the door orientation. To determine the handing, stand on the outside (entry side) of the door. Reach your right or left hand across your body to open the door. If the door opens inwards, it is a standard handing; if the door opens outwards, it is a reverse handing.

The illustration below demonstrates the four handing classifications.



Left Hand Reverse (LHR)

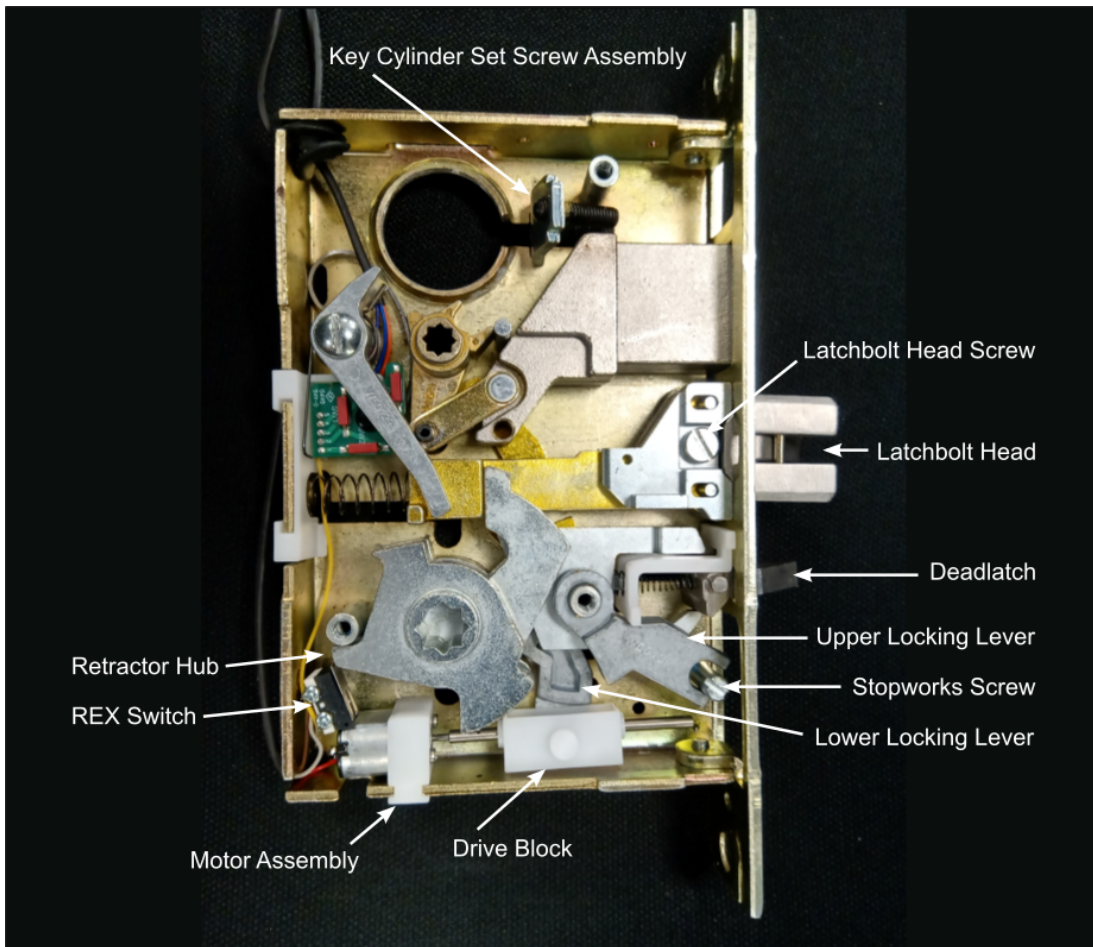
Left Hand (LH)

Right Hand (RH)

Right Hand Reverse (RHR)

Mortise Lock Parts Guide

The following image identifies the key components involved in the mortise lock handing change.



Mortise Lock Handing Change

A number of lock components are installed in specific positions for each handing configuration and must all be updated correctly for the lock to operate in the new handing configuration.

To change the handing of a mortise lock the following steps need to be performed:

1. Remove the mortise case cover plate.
2. Update the REX switch configuration.
3. Interchange the locking levers.
4. Update the latchbolt configuration.
5. Replace the mortise case cover plate.

You may find a pair of tweezers or long-nose pliers helpful for dealing with small parts in cramped spaces.

Remove the Mortise Case Cover Plate

1. Place the mortise lock body on a flat surface with the visible retaining screws facing up.
2. Remove the three or four retaining screws from the outer side of the mortise case.

The number of retaining screws depends on the hardware variant.

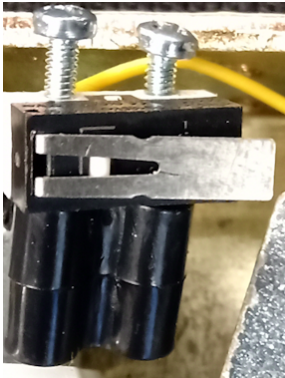


3. Remove the cover plate to expose the inner components.

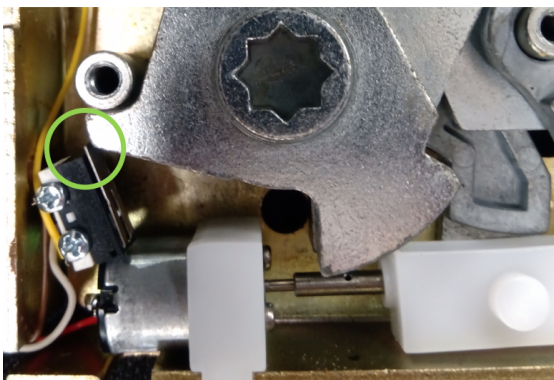
It is advisable to take a photo of your lock at this time to provide a reference point for any changes you make.

Update the REX Switch Configuration

1. Loosen the two screws that are securing the REX switch.
2. Swap the REX switch and spacer.
 - LH/LHR: The switch needs to be at the bottom, with the spacer at the top.
 - RH/RHR: The spacer needs to be at the bottom, with the switch at the top.



3. Secure the REX switch in place, ensuring that the REX trigger is facing the retractor hub.



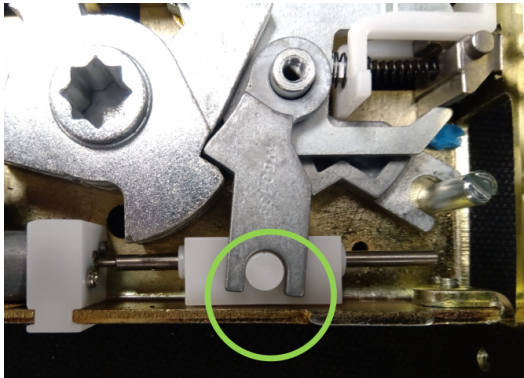
Note that it can be challenging to line up the screws in the small mounting holes.

Take care with the attached yellow wire, ensuring that it remains secured under the lip of the plastic mounting bracket and does not become entangled in the compression spring.

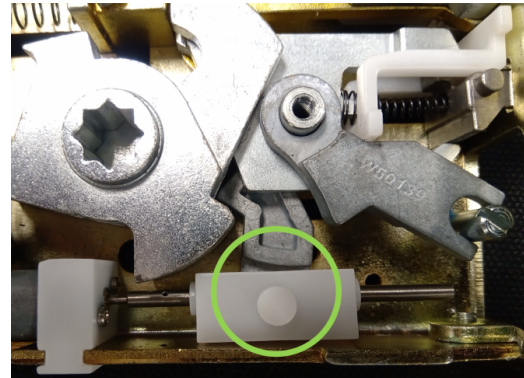


Interchange the Locking Levers

The locking lever on the locked (entry) side of the door must be engaged on the motor assembly drive block.



LH/LHR

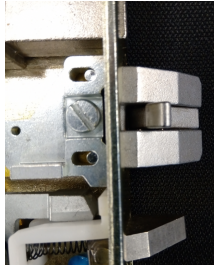


RH/RHR

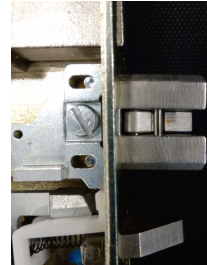
1. Remove the stopworks screw located in the lower front corner of the mortise case.
2. Remove the upper locking lever.
3. Carefully raise the motor assembly just enough to rotate the lower locking lever into position.
 - LH/LHR: Rotate the lower locking lever forward away from the motor assembly and align the fork with the stopworks screw mounting hole.
 - RH/RHR: Rotate the lower locking lever back towards the motor assembly and align the fork with the post on the underside of the drive block.
4. Push the motor assembly back into position.
 - For RH/RHR, ensure that the post on the underside of the drive block slots into the fork of the lower locking lever so the lever is secured in position.
5. Replace the stopworks screw.
 - For LH/LHR, ensure that the stopworks screw slots into the fork of the lower locking lever so the lever is secured in position.
6. Replace the upper locking lever.
 - LH/LHR: Position the fork of the upper locking lever over the post on the top of the drive block.
 - RH/RHR: Position the fork of the upper locking lever over the stopworks screw.

Update the Latchbolt Configuration

1. Remove the latchbolt head screw.
2. Flip the latchbolt head to the required orientation.
 - For LH and RHR the beveled side of the latchbolt head should be facing upwards.
 - For RH and LHR the beveled side of the latchbolt head should be facing downwards.



LH and RHR



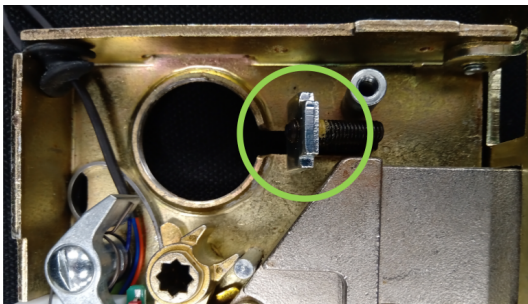
RH and LHR

The beveled edge needs to be on the side where the door closes against the jamb (see the Handing Guide).

3. Replace the latchbolt head screw.

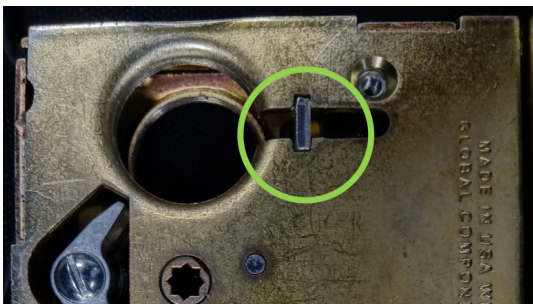
Replace the Mortise Case Cover Plate

1. Ensure that the key cylinder set screw assembly is correctly positioned in the slot in the mortise case.



2. Position the cover plate on the case, aligning the set screw assembly with the slot in the cover plate.

A screwdriver may be helpful in maneuvering the set screw assembly into position.



3. Ensure that the cover plate is correctly fitted and locks into position.

The deadlatch may need to be pushed back to allow the cover plate to lock into position.

4. Secure the cover plate with the three or four retaining screws.

Designers & manufacturers of integrated electronic access control, security and automation products.
Designed & manufactured by Integrated Control Technology Ltd.
Copyright © Integrated Control Technology Limited 2003-2024. All rights reserved.

Disclaimer: Whilst every effort has been made to ensure accuracy in the representation of this product, neither Integrated Control Technology Ltd nor its employees shall be liable under any circumstances to any party in respect of decisions or actions they may make as a result of using this information. In accordance with the ICT policy of enhanced development, design and specifications are subject to change without notice.