

Onity offline lock battery maintenance

**** Door can be opened with XPP Programmer ****

When door batteries are low or dead, use the following method to open the door.

- load locking plan for respective door
- login to XPP Programmer
- choose XPP option of “Power the Lock” or “Open Lock”

Steps to replace batteries:

- 1) Download activity data, if possible, prior to performing maintenance with XPP programmer.



- 2) Access the battery compartment.

- **door handle version**

- remove Torx security screw
(ADM, LCSEE, MAE have tool)
on handle and below handle
- remove handle
- left cover up and tilt out from the top
- batteries are at the top
- make sure wires are not pinched when replacing cover



- **panic bar version A**

- remove Phillips screws from end of panic bar
- slide cover to left to expose batteries
- when closing up, make sure clip on slide cover is over the guide rails
- make sure wires are not pinched when closing cover



- **panic bar version B**

- remove Phillips screws from edge of door to expose batteries
- make sure wires are not pinched when closing cover



- 3) Replace as needed (high use = 6 months, other = 12 months) with Energizer Industrial type.
- 4) Must update lock to restart clock even though programming is retained.
- 5) Test door operation.