

As the range of Optima door and frame options grows, so too does the complexity of many projects with access control coming very much to the fore. As a result it is becoming increasingly difficult to manage and process the vast divergence of non-standard door and frame requirements by the use of standard order templates.

Therefore, with effect from 1 October 2016, we will be adopting a more flexible approach.

This will apply to orders for Microflush frame types D250 (replacing D240), D350, D450, D660 and D665, with all of the available hinged/pivoting door types.

We will have the following Standard templates:

900260	EDGE Symmetry single doors & Microflush frames
900261	EDGE Affinity single doors & Microflush frames
900262	EDGE Symmetry double (rebated) doors & Microflush frames
900263	EDGE Affinity double (rebated) doors & Microflush frames
900264	EDGE Symmetry & Affinity double (non-rebated) doors & Microflush frames
900282	Universal for AXILE Clarity & Microflush frames
900283	Universal for AXILE Flushbond and Timber doors & Microflush frames
100091	ELITE Symmetry & Affinity single doors & Microflush Frames

These templates are to be used for ordering all standard doors and frames and for setting the basic parameters of non-standard requirements. This will include the frame type, door type, locking style, width, height, etc.

To these we will be adding template number **900284**. This template will be the vehicle by which you will tell us exactly what non-standard configuration you want. The template will look like this:

9002	84		Microflush Frame	& Door		(	optima
0002	V		Non-Standard Req	uirement			סואנוויום
Electronic t		Door:					
this sheet refers to		Frame:					
This template i	is to be submitted with its respect	ive narrner door and	frame templates and referenced to the	m in wur numhase	order		
	Clert Name	ive parerer door and	name uniplates and referenced to the		order .	OP Sales Order No.	
900284	REV 0 Project Name			Client Order No.		OP Sales Order No.	

Title: Non-Standard Order Template Procedure

Ref: 900516



The template is in the form of an Excel spread sheet and is fully un-protected to enable electronic editing by the user.

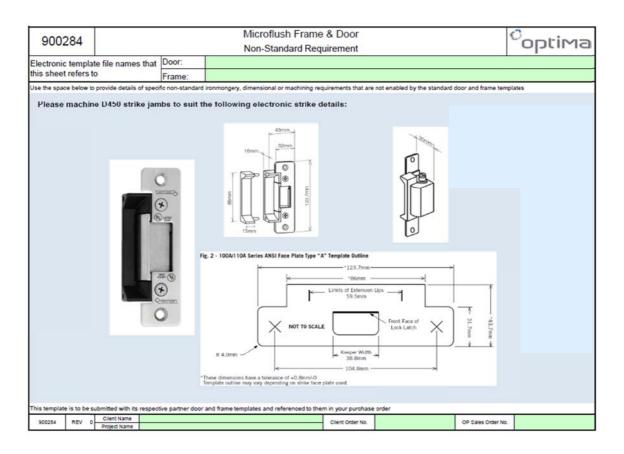
You will need to fill in the shaded fields the same as usual and these will include the electronic file name of the basic template that these non-standard details are intended to supplement. This is to ensure we match the standard template with the non-standard requirements.

The definition of a non-standard requirement is simply **anything that is not enabled by the standard template**. Below are some examples of what that might be. These are electronically generated but a hand-written, scanned and emailed alternative will also be acceptable as long as the information is clear and unambiguous.

## **Example 1: Access Control Mechanisms**

This example is for an electronic strike. The dimensional details of the unit need to be clearly set out as illustrated here by the attachment of sections of the manufacturer's brochure.. A link to a web-based technical document would be useful.

The same principle will apply for any form of access control that needs to be set into either the frame or the door.



A free-issue sample of the component may be requested to assist with the machining.

Non-Standard Order Template Procedure

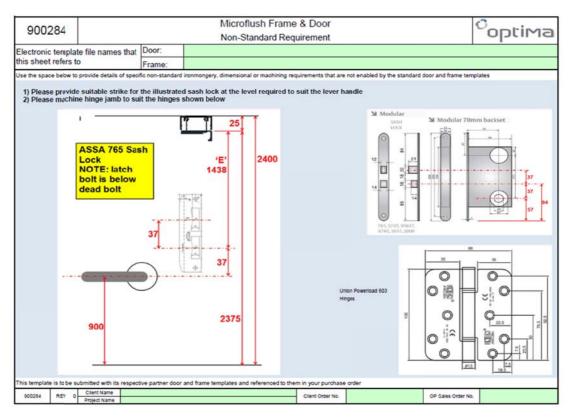
Ref: 900516

Title:



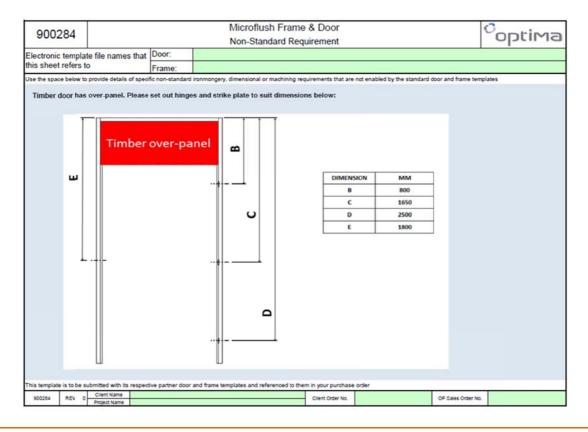
## **Example 2: Non-Standard Door Hardware**

In this case, non-Optima butt hinges for timber doors along with an unconventional sash lock:



## **Example 3: Non-Standard Hinge Positions**

In this example, allowing for an over-panel:



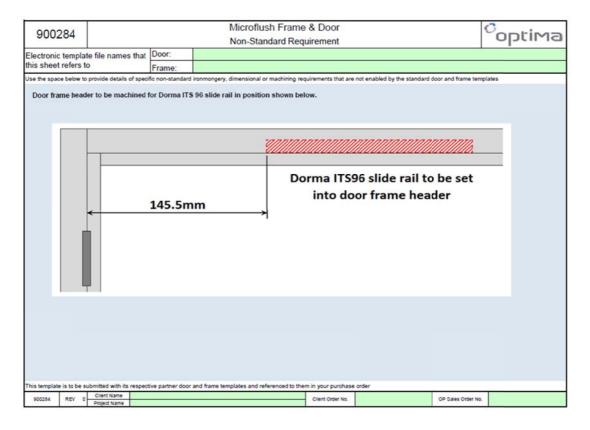
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## **Example 4: Specialist Door Closing Devices**

This example deals with a Dorma ITS 96 but the same principles would be applied to a similar device from other manufacturers like Geze or Allgood,



The new non-standard template will be published to the Optima website and OSCA by Friday 30<sup>th</sup> September so please use it whenever you have a non-standard requirement in all cases from the 1<sup>st</sup> October onwards.

If you have any queries on the degree of detail required on this template please contact David Booth in the Engineering department at <a href="mailto:david.booth@optima-group.co.uk">david.booth@optima-group.co.uk</a>

Peter Long Technical Manager 28 September 2016

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