

Functionality of Security Locks

(SSHE handout for the departments and building areas)

Background

ETH Zurich has established an integrated threat management system with a primarily preventive task: to prevent violent incidents at ETH Zurich. ETH Zurich is nevertheless preparing for the eventuality that such an incident may occur. This is why, based on police recommendations, we are implementing measures with the aim of protecting ETH members in case of emergency. One of these measures is to install security locks in public rooms with more than 10 seats.

Objective

ETH members and external persons can lock themselves into a public room – e.g. lecture halls, tutorial rooms, meeting rooms, computer rooms, practice rooms – and thus protect themselves in the event of an incident. ETH members with an office space have a key to their office and can lock themselves in there.

Do doors with a security lock have signs on them?

Beside all doors that have a security lock, information boards can be found on the inside of the room with recommendations on what to do in the event of a violent incident.

If a room has a door with an information board and another door without one, this is intentional. Doors without information boards have a special access control system. When these doors are closed, access can only be gained with a badge/key.

Where will the safety locks be used and where not?

- In general, buildings frequently used by the public and containing many relevant rooms will be fitted with security locks.
- Smaller buildings with fewer/no public rooms or buildings that can only be accessed using a key/badge will not be fitted with security locks.
- Areas (e.g. canteens) or rooms that are mostly/entirely visible from the outside (e.g. glass fronts) will not be fitted with security locks either. That's because locking yourself in does not provide enough safety unless you are also hidden from view.

How do the locks work?

You can lock yourself into the room by turning the turning knob. At the same time you can always leave the room (*without* having to turn the turning knob again). As soon as the door clicks shut again, the door remains locked and can be only opened from the outside by using the corresponding key.

What do you need to remember on a day-to-day basis?

- For some doors, the turning knob must be turned a little further in the direction of opening after the "Click" in order for the room to be accessible again from the outside. Therefore, as a precautionary measure, you should turn the turning knob as far back as it will go to ensure that you don't lock yourself out.
- It may happen that older keys that are worn at the front no longer work with the new lock cylinders. This is normal wear and tear for keys that are frequently used. If this happens to you, contact the Information and Service Center (ISC) responsible and order a new key.