

**GLOSSARY OF TERMS
RELATING TO
BUILDERS' HARDWARE**

Part 1. Locks
(including locks and latches in one case)

B.S. 3827 : Part 1 : 1964



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THIS BRITISH STANDARD, having been approved by the Hardware & Ironmongery Industry Standards Committee and endorsed by the Chairman of the Building Divisional Council, was published under the authority of the General Council on 14th December, 1964.

The Institution desires to call attention to the fact that this British Standard does not purport to include all the necessary provisions of a contract.

In order to keep abreast of progress in the industries concerned, British Standards are subject to periodical review. Suggestions for improvements will be recorded and in due course brought to the notice of the committees charged with the revision of the standards to which they refer.

A complete list of British Standards, numbering over 4000, fully indexed and with a note of the contents of each, will be found in the British Standards Yearbook, price 15s. The B.S. Yearbook may be consulted in many public libraries and similar institutions.

This standard makes reference to the following British Standard:

B.S. 3621. Thief-resistant locks for hinged doors.

British Standards are revised, when necessary, by the issue either of amendment slips or of revised editions. It is important that users of British Standards should ascertain that they are in possession of the latest amendments or editions.

The following B.S.I. references relate to the work on this standard:
Committee reference HIB/26, HIB/26/1
Draft for comment D63/7868

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CO-OPERATING ORGANIZATIONS

The Hardware and Ironmongery Industry Standards Committee, under whose supervision this British Standard was prepared, consists of representatives from the following Government departments and scientific and industrial organizations:

- British Ironfounders' Association
- *British Lock & Latch Manufacturers' Association
- British Plastics Federation
- British Waterworks Association
- Cast Butt Hinge Manufacturers' Association
- Copper Development Association
- D.S.I.R.—Building Research Station
- *Guild of Architectural Ironmongers
- Institution of Municipal Engineers
- *London County Council
- Metal Window Association Ltd.
- *Ministry of Public Building & Works
- *National Brassfoundry Association
- *National Federation of Builders' & Plumbers' Merchants
- *National Federation of Building Trades Employers
- *National Federation of Ironmongers
- *Royal Institute of British Architects
- *The Royal Institution of Chartered Surveyors
- Zinc Development Association

The Government departments and scientific and industrial organizations marked with an asterisk in the above list, together with the following, were directly represented on the committee entrusted with the preparation of this British Standard:

- Hardware Manufacturers' Association
- Incorporated Association of Architects and Surveyors
- Purchasing Officers' Association

BRITISH STANDARD

GLOSSARY OF TERMS RELATING TO
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Part 1. Locks (including locks and latches in one case)

FOREWORD

At the request of the Royal Institute of British Architects and with the strong support of the then Ministry of Works and of numerous professional and trade organizations, the British Standards Institution commenced, in 1958, the preparation of a comprehensive glossary of terms relating to builders' hardware.

The wide range of components, of which the names needed to be considered for inclusion in the glossary, and the complexity of the subject, were recognized and, accordingly, the work was broken down into ten parts.

This Part 1 deals with locks (including locks and latches in one case), and the remaining parts (in course of preparation) are as follows:

Part 2. Latches.

Part 3. Catches.

Part 4. Door, drawer, cupboard and gate furniture.

Part 5. Door bolts.

Part 6. Hinges, pivots and door closers.

Part 7. Windows and fanlight equipment.

Part 8. Nails, staples and spikes and screws, bolts and nuts.

Part 9. Sundry hardware and fixing accessories.

Part 10. Metals and metal finishes and their abbreviations.

When published in its entirety, the Glossary of builders' hardware terms will take its place as one further section of the comprehensive Glossary of terms used in building which is being compiled by the British Standards Institution. The following sectional glossaries have already been published:

B.S. 2787. Concrete and reinforced concrete.

B.S. 3519. Cork.

B.S. 3589. General building terms.

B.S. 952. Glass.

B.S. 2094. Iron and steel.

B.S. 2900. Modular co-ordination.

B.S. 2015. Paint.

B.S. 2717. Roof coverings.

B.S. 1846. Solid fuel appliances.

B.S. 2847. Stone.

B.S. 565. Timber.

B.S. 2591. Valves.

B.S. 1420. Wrought products in copper, zinc, brass and other copper alloys.

Further glossaries, for terms used for plaster and plastering and sanitation are in course of preparation.

The British Standards Institution wishes particularly to acknowledge the considerable help received from the 'Encyclopaedia of Locks and Builders' Hardware' published by Josiah Parkes and Sons Limited.

In this glossary, the terms are grouped in sections to enable the user to find most terms without undue difficulty, but an index is provided to enable any term to be traced in case of difficulty.

The terms are printed in bold type and where two or more synonymous terms are in use the favoured term is given first in bold type and the alternatives beneath in small capital letters. The word *deprecated* after a term means that it is considered to be misleading and its use is not encouraged. All the terms in the glossary are listed in the index.

Words defined elsewhere in the glossary. Consideration was given to distinguishing, by means of underlining or capital letters, those words, appearing in definitions, which were themselves defined elsewhere in the glossary but it was thought that this situation would arise so frequently that the definitions would be uncomfortable to read.

Limitations. Terms for devices operated by electricity, light, sound, etc. (i.e., not requiring direct manual contact) are not included in the glossary.

GLOSSARY

SECTION 1. GENERAL TERMS

No.	Term	Definition
1101	lock	1. A device, for securing a door, gate, lid, drawer or the like, when closed, consisting of a bolt or a system of bolts propelled or withdrawn by a mechanism operated by a key or other means. 2. A mechanism combining, in one case, a spring bolt and a dead bolt operated respectively by handles and a removable key.
1102	latch	A device, openable from both sides and generally self-engaging, for holding closed a door, gate or the like. It consists of a movable part falling by gravity or sliding or moving by means of a spring into a retaining member of some sort, the moving part of the device being operated by a handle and not by a removable key. NOTE. Night latches have features common to both latches and locks, but for convenience have been included in this section. (See 1537.)
1103	deadlocking (of night latches)	An operation made by a complete turn of the key to give additional security to a night latch by preventing operation of the handle.
1104	automatic deadlocking	The employment of an anti-thrust action, whereby a spring-loaded bolt, when engaged in the staple or striking plate, is prevented from being forced back by pressure applied to the bolt head. The contact of the auxiliary bolt or plunger with the striking plate or staple releases a pawl behind the spring-loaded bolt head thereby securing that bolt. The operation of the handle or key disengages the pawl and withdraws the spring-loaded bolt.
1105	secured	That state of a lock or mechanism or part of a lock when the use of the correct key is a necessary preliminary to the withdrawal or release of the bolt.
1106	differ	The variation between locks of similar design which allows each lock to be operated only by its own key and, in special circumstances, by a master key.
1107	dimensioning of locks	The method of measuring and describing the length, height, thickness and size of locks and latches.
1108	length, of lock	The overall horizontal dimension of the case, or the plate, of the lock (when the lock is held in the plane in which it is intended that it shall be fixed) excluding any exposed bolt head but including the thickness of the forend, if any.

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No.	Term	Definition
1109	height, of lock	The overall vertical dimension of the case, or the plate, of the lock (when the lock is held in the plane in which it is intended that it shall be fixed) excluding any exposed bolt head but including the thickness of the forend, if any.
1110	thickness, of lock	Either of the following thicknesses: (i) overall thickness, (ii) outside thickness. <i>Overall thickness of lock.</i> The maximum dimension measured over the case, or plate and the cap of the lock in a horizontal plane at right angles to the length of the lock, including any raised portions of the case, plate or cap, or rivet heads projecting therefrom. <i>Outside thickness of lock.</i> The dimension measured over the case, or plate, and the cap of the lock in a horizontal plane at right angles to the length of the lock, excluding any raised portions of the case, plate or cap, or rivet heads projecting therefrom.
1111	size of lock	The functionally more important of either the length or the height of the lock. <i>Size of rim lock.</i> The length of the rim lock. <i>Size of mortice lock.</i> The length of the mortice lock. <i>Size of padlock.</i> The length of the padlock. NOTE. See definition for length of lock, 1108. <i>Size of till lock.</i> The length of the till lock. <i>Size of box lock.</i> The length of the box lock. <i>Size of cupboard lock.</i> The height of the cupboard lock. <i>Size of wardrobe lock.</i> The height of the wardrobe lock. <i>Size of locker lock.</i> The length of the locker lock.
1112	backset	The horizontal distance from the outside face of the forend of a rim or mortice lock to the centre of the keyhole or follower or both.
1113	drop	The vertical distance in drawer and box locks from the edge to the centre of the keyhole. (See also 1229.)
1114	fixed projection, of bolt	The distance by which, in certain circumstances, the bolt or bolts of a lock must protrude from the case in the <i>withdrawn</i> position. Such a condition may be required, for example, when the lock is fitted to a metal gate or metal furniture.
1115	shoot, of bolt	The distance a spring bolt travels under the action of the spring.

No.	Term	Definition
1116	throw, of bolt	The distance a dead bolt moves in the outward direction under the action of the key.
1117	handing of locks	The rules for determining and describing the relationship of (i) the direction of opening of hinged or sliding doors, (ii) the inside and outside of the door, and (iii) the lock which is intended to be affixed to the door.
1118	outside, of door	Any of the following sides of a door: (i) the external side of a door in an external wall, (ii) the corridor side of a room door, (iii) the side of a communicating door on which the hinge knuckles are not seen when the door is closed. (iv) the side of either of two twin doors facing the space between them, (v) the room side of a closet, cupboard or wardrobe door.
		NOTE. The outside of a sliding door, a door fitted with secret hinges or pivots, and a door across a corridor or leading into or out of a vestibule or lobby cannot be described in general terms as it depends on individual circumstances.
1119	left-hand lock	1. A lock intended to be fitted to that edge of an inward opening hinged door which is on the left-hand of a person viewing the door from the outside. 2. A lock intended to be fitted to that edge of a cupboard, wardrobe or locker hinged door (i.e. outward opening) which is on the left-hand of a person viewing the door from the outside. 3. A lock intended to be fitted to that edge of a sliding door which is on the left-hand of a person viewing the door from the outside in such a position that the door moves to the left in closing. 4. See also Reverse bolt lock (1121).
1120	right-hand lock	1. A lock intended to be fitted to that edge of an inward opening hinged door which is on the right-hand of a person viewing the door from the outside. 2. A lock intended to be fitted to that edge of a cupboard, wardrobe or locker hinged door (i.e. outward opening) which is on the right-hand of a person viewing the door from the outside. 3. A lock intended to be fitted to that edge of a sliding door which is on the right-hand of a person viewing the door from the outside in such a position that the door moves to the right in closing. 4. See also Reverse bolt lock (1121).

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No.	Term	Definition
1121	reverse bolt lock	(Except as qualified in the note below) a lock in which the spring bolt has the bevel set to suit an outward opening door. NOTE. The term 'reverse bolt lock' is not used for locks intended to be fitted to doors which always open outwards, e.g. cupboard, wardrobe and locker doors. See Left hand lock (1119), Definition No. 2, and Right hand lock (1120), Definition No. 2. <i>Left-hand reverse bolt lock.</i> A reverse bolt lock intended to be fitted to that edge of an outward opening door which is on the left-hand of a person viewing the door from outside. <i>Right-hand reverse bolt lock.</i> A reverse bolt lock intended to be fitted to that edge of an outward opening door which is on the right-hand of a person viewing the door from outside.
	double hand lock	See 1518.
1122	handing of doors	The rules for determining and describing the relationship of the hanging, and the directions of the opening, of doors. NOTE. The lock trade in the United Kingdom does not attempt to describe the handing of doors.
1123	face, of door	The plane surface of a door on either side as distinct from the edges.
1124	handed locks	1. Locks for which the hand must be stated when ordering and which cannot be readily converted from one hand to the other. 2. Locks which are supplied to the purchaser in equal numbers of each hand.
1125	master keying of locks	The pre-determined arrangement of the mechanism of a group or suite of locks so that they may all be operated by one common key (the master key) in addition to their own individual keys.
1126	passing	1. The operating of a lock by a key. 2. The arrangement of the mechanism of a series of locks so that all may be operated by the same key, other than a master key.

SECTION 2. LOCK PARTS

No.	Term	Definition
1201	backplate	1. The plate, for fixing on the inside of a door, by which the locking mechanism (e.g. a pin tumbler cylinder) is attached to the door. 2. (Obsolescent.) The plate, fixed on a door, to which the moving parts of a lock are attached.
1202	bevelled bolt	A latch bolt having the outer end shaped by bevelling of the vertical face.
1203	bolt	The part of the lock which provides the fastening by protruding from the lock case to engage in the staple, striking plate, link, shackle or other member.
1204	bolt head	The portion of a bolt which protrudes beyond the case or forend.
1205	bolt hole	The hole in a lock case, forend, striking plate or staple to guide or admit the bolt.
1206	bolt stump	The part of a bolt, usually rectangular in section and at right angles to the bolt tail, which passes through the slot or gating in the levers as the bolt moves.
1207	bolt tail	The part of the bolt attached to the bolt head and lying always within the case.
1208	bolt lath	A bolt tail which is thin and flat.
1209	bolt rod	A bolt tail which is circular in cross section.
1210	boss head	(Scottish.) See Staple (1271), Definition No. 1.
1211	bush	A sleeve or ferrule replacing the metal round the keyhole and/or the follower to give additional strength or bearing.
1212	double bushed	When both the keyhole and the follower hole of a lock are provided with bushes.
1213	cap	The part which is screwed or otherwise fixed to the case to cover the internal components.
1214	case	That part of a lock or latch, usually box-like in form, into which the bolts are assembled. The security mechanism also is usually housed in the case but certain types of mechanism (e.g. pin tumbler cylinders) are not.