

Date revised: **10/02/09**
Keying Arrangements
Sample Parish/School

Appendix D2

Grand Master Key		Vault		Drop Box /Safe	
		Schlage Primus keyway		Combination lock	
Office Master		Storage Master	Maint. & Operations	Sunday and Baptisms	Classroom Master
"OM"	General Office	"SM"	"MAO"	"SAB"	"CM"
		Classroom 6 /D, door #83	Maintenance Supplies 17, 74	Entrance door 1	Parish Hall
Office 58, 38	"GO"	Classroom 6 / D door #84	Electric / Mech. Rm. A 22, 11	Entrance door 2	"PH 1"
Office 60, 39	Gen. Office and Waiting 41/39, 5	Study Rm. 44 Closet 45, door 51	Electric /Mech. Rm. B 46, 50	Entrance door 3	Classroom 1 /C
Study 44, 51	Gen. Office and Waiting 41/39, 32	Parish Hall Storage 16, 75	Janitor Storage, Class 4 /F, 33, 59	Cry Room 03, 16	Classroom 2 /B
Office 47, 41 [formerly storage]	Gen. Office and Waiting 41/39, 37	Platform Sound System 11/12 -76	Roof access ,padlock	Men's room 02, 17	Classroom 3 /A
Office 52/53, 55 Rel. Edu.	Work Room 42, 35	Parish Hall Storage 11/12 -77	Padlocks (2), for M&O use	Women's room 04, 30	Classroom 4 /F
Office 52/53, 53 Rel. Edu.		Kitchen storage 20, 70		Nave entrance 18	Classroom 5 /E
Resources, Library 54, 52		Food Pantry 19, 71		Nave entrance 19	Classroom 6 /D
Work Room 42,36		Nave storage closet, door #21		Nave entrance 20	Class 3 /A ext. door 25, 10
Hall to Gen. Off. 41, 37		Nave storage closet, door #22		Nave entrance 23	Class 6 /D ext. door 28, 8
Hall to Gen Off. 41, 32		Storage 05, formerly Ushers, door #31		Chapel entrance 18, 56	Hall ext door #9
Exterior to Gen Off 41, 05				Access behind altar 24	Women's toilet 56,81
Exterior to Foyer, door 07				Access behind altar 27	Men's toilet 34, 80
Hall door to offices, door #44				Lighting, Work Room 10, 28	
Study, exterior door to patio, 44, 6				Reconciliation Room 08, 29	
Study, entracce from Office 60; 44, 40				Music Room 09, 79	
Corridor door by north foyer and classrooms, door #82				Sacristy, 50, 48	
				Sacristy, 40, 46	
				Hall to Nave Deadbolt, door 26	