

Title: Single Door with an Electronic Entry Control System (EECS)
Objective: Verify system is installed using acceptable standards and practices, communicates properly, and provides proper protection of assets and meets or exceeds the contract performance specification.
Applicability: Electronically Controlled Access Doors. These procedures are based on the system shown in UFC 4-021-02 Figure 3-5.
Notes: <ol style="list-style-type: none"> 1. These procedures are based on the system shown in UFC 4-021-02 Figure 3-5. 2. Assumes 2 credentials required for entry (i.e. card and PIN). 3. The cards to be prepared prior to testing and used for these tests are as follows: <ul style="list-style-type: none"> Card 1: Authorized to access all areas. Card 2: Time zone restricted card. Valid for only normal duty hours. Card 3: Time zone restricted card. Valid for only non-duty hours. Card 4: Enrolled user with expired access. Card 5: Un-programmed card. Card 6: Card with insufficient access permissions. 4. For Valid Badge Tests (Steps 3.0-5.0), use cards 1 and 2. 5. For Invalid Badge Tests (Step 6.0), use cards 3, 4, 5, and 6. 6. Real-time voice communications between the workstation operator and the field technician is required. 7. Perform these tests with the associated zone in the SECURE state. 8. Line Supervision, Power Fail, and Tamper Tests need to be performed in addition to these procedures. 9. Perform the tamper test on all tampers associated with the ACS portal. For example: tampers included in card readers, BMSs, door hardware, and junction boxes.

Steps	Actions	Expected Results
1.0	<u>Nuisance Test</u>	
1.1	Ensure that the door is closed and locked. Contact the operator to verify that the door is secure.	Door is locked and secure.
1.2	Without activating the door hardware, push and pull on the door to attempt to trigger a nuisance alarm.	Door does not open. No alarm received at the workstation.
2.0	<u>Mechanical Lock Test</u>	
2.1	Turn the handle and attempt to open the door.	Door does not open. No alarm received at the workstation.
3.0	<u>Door Forced Test</u>	
3.1	Either use a manual key override or open the door and fix the latch in the retracted position in such a way that the request to exit switch is not activated. Close the door. Ensure the door is shown as closed at the workstation and that the active alarm queue is empty.	Door closed. Latch retracted. The active alarm queue is empty.
3.2	Slowly open the door until the operator notifies of a door forced alarm.	Door forced alarm received at workstation before door has moved ¼ inch.
3.3	Return the door and all components to normal operating condition and ensure the door is closed.	

Steps	Actions	Expected Results
3.4	Clear the alarm at the workstation.	The active alarm queue is empty.
<u>4.0</u>	<u>Valid Badge and no PIN Test</u>	
4.1	Present a valid badge to the reader without entering a PIN.	Transaction logged at the workstation. Door lock does not release.
<u>5.0</u>	<u>Valid Badge and Correct PIN Test (See note 4)</u>	
5.1	Present a valid badge to the reader and enter the correct PIN.	Transaction logged at the workstation. Door lock releases.
5.2	Open door and enter.	Door indicates as open. No alarm is received at the workstation.
5.3	Close the door.	Door indicates as closed. Door lock reactivates. No alarm is received at workstation. The active alarm queue is empty.
<u>6.0</u>	<u>Valid Badge and incorrect PIN Test (See note 4)</u>	
6.1	Present a valid badge to the reader, and enter an incorrect PIN.	An invalid credential alarm is received at the workstation. Transaction logged. Door lock does not release.
6.2	Clear the alarm at the workstation.	The active alarm queue is empty.
<u>7.0</u>	<u>Invalid Badge and Correct PIN Test (See note 5)</u>	
7.1	Present Invalid Badge to the reader, and enter a valid PIN.	An invalid credential alarm is received at the workstation. Transaction logged. Door lock does not release.
7.2	Clear the alarm at the workstation.	The active alarm queue is empty.
<u>8.0</u>	<u>Egress Test</u>	
8.1	From the secure side of the door, use the push bar to egress.	Request to exit is activated. Door lock releases. Door opens. Door indicates as open at the workstation, but does not alarm.
8.2	Close the door.	Door indicates as closed at the workstation.
<u>9.0</u>	<u>Door Held Open Test</u>	
9.1	Open the door.	
9.2	Hold door open until the operator notifies of a door held alarm.	Door held alarm received at workstation within specified time.
9.3	Close the door.	Door indicates as closed at the workstation. Alarm is still active.
9.4	Clear the alarm at the workstation.	The active alarm queue is empty.

Figure 3-5. Sample Card Reader Door Configuration.

