



Building Thermostat Security *(locking the controls)*

In order to limit access to the building thermostats for altering temperatures for both cooling and heating the building, those thermostat controls located in public or general event space locations have been secured via a “screen locking” option available on them. Beach United utilizes two types of thermostats. Both are listed below along with how to over-ride the security and change the controls’ settings.

Although these steps look daunting it actually only takes a few seconds to unlock the screen.

Honeywell Thermostats

- Located in Rooms 1 and 2, Main Hall and Room 3
- How to over-ride the security:
 - Activate the screen by touching it (it will light up)
 - Press the “SYSTEM” button
 - Press the bottom blank center key and hold until the screen changes
 - The number 0120 will appear with two keys (up and down) next to it
 - Scroll the number until 0670 appears.
 - Next to it will appear the number “2”. Scroll to “0”
 - Press “DONE”
- The screen is now unlocked and the controls can be changed.
- After the change is made, follow the same “over-ride” steps above with the one change being changing the “0” back to “2”.
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Lennox Thermostat

- Located in the hallway across from the kitchen
- How to over-ride the security:
 - Push the temperature adjust button.
 - The screen for punching in the security code will appear
 - Using the screen controls punch in **041** (this is the password)
 - Press “enter”
 - Go back to the HOME screen.
 - Make changes
 - Go to Options
 - Scroll to User Settings and then to Security Lock
 - Press “NO” to the question “allow temperature changes
 - The same PW **041** will appear. Choose “Save” and then go back to HOME.

Those thermostats with locations not listed will remain “unlocked” and allow for direct setting changes without the need to unlock the screens.