

English Version

Building hardware - Master Key System data protection - Guidance

Quincaillerie du bâtiment - Spécification technique
pour la protection des données du système
d'organigramme de clé - Guide

Schlösser und Baubeschläge - Datenschutz bei
Schließanlagen - Leitfaden

This Technical Specification (CEN/TS) was approved by CEN on 17 May 2022 for provisional application.

The period of validity of this CEN/TS is limited initially to three years. After two years the members of CEN will be requested to submit their comments, particularly on the question whether the CEN/TS can be converted into a European Standard.

CEN members are required to announce the existence of this CEN/TS in the same way as for an EN and to make the CEN/TS available promptly at national level in an appropriate form. It is permissible to keep conflicting national standards in force (in parallel to the CEN/TS) until the final decision about the possible conversion of the CEN/TS into an EN is reached.

CEN members are the national standards bodies of Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Republic of North Macedonia, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey and United Kingdom.



EUROPEAN COMMITTEE FOR STANDARDIZATION
COMITÉ EUROPÉEN DE NORMALISATION
EUROPÄISCHES KOMITEE FÜR NORMUNG

CEN-CENELEC Management Centre: Rue de la Science 23, B-1040 Brussels

Contents

Page

European foreword.....	3
Introduction	4
1 Scope	5
2 Normative references.....	5
3 Terms and definitions	5
4 Requirements	5
4.1 Planning and ordering of Master Key Systems.....	5
4.2 Transmission of Master Key Systems lock charts	6
4.3 General data handling requirements	6
4.4 Calculation of Master Key Systems	6
4.5 Manufacturing of Master Key Systems	6
4.6 Preparation of keys belonging to Master Key Systems	6
4.7 Shipment of Master Key System cylinders and keys	7
4.8 Installation of Master Key Systems.....	7
4.9 Management of Master Key System related data during system's lifetime	7
5 Verification	7
5.1 Planning and ordering of Master Key Systems.....	7
5.2 Transmission of Master Key System lock charts	7
5.3 General data handling requirements	8
5.4 Calculation of Master Key Systems	8
5.5 Manufacturing of Master Key Systems	8
5.6 Preparation of keys belonging to Master Key Systems	8
5.7 Shipment of Master Key System cylinders and keys	8
5.8 Installation of Master Key Systems.....	9
5.9 Management of Master Key System related data during system's lifetime	9
Bibliography	10

European foreword

This document (CEN/TS 17814:2022) has been prepared by Technical Committee CEN/TC 33 “Doors, windows, shutters, building hardware and curtain walling”, the secretariat of which is held by AFNOR.

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. CEN shall not be held responsible for identifying any or all such patent rights.

Any feedback and questions on this document should be directed to the users’ national standards body. A complete listing of these bodies can be found on the CEN website.

According to the CEN-CENELEC Internal Regulations, the national standards organisations of the following countries are bound to implement this European Standard: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Republic of North Macedonia, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey and the United Kingdom.

Introduction

CEN/TS 17814:2022 Technical Specification for Master Key System data protection has been prepared to provide guidance for the handling of data that is used in the design, manufacture, supply, installation, and maintenance of master key systems, constructed from mechanical cylinder locks. This document provides guidance to working methods and aims to promote this as best practice.

This document has two main sections: Clause 4 Requirements containing the process of handling data from design through to system maintenance and Clause 5 Verification providing methods of best practice to ensure compliance with this specification.

It is recommended that any company claiming compliance with this technical specification, carries out 3rd party certification of the processes used for Master Key Systems that are provided in accordance with this document. The process of supplying a Master Key System may be provided by multiple parties within the supply chain, therefore it is important that manufacturers and suppliers clearly indicate to which areas of this document they claim compliance.

1 Scope

This document specifies requirements and procedures to achieve and maintain protection of data and sensitive information related to mechanical Master Key Systems and other mechanical key systems where customer or application related data are being processed throughout the process of planning, production, installation, and maintenance.

The requirements and test methods for mechanical cylinder locks is covered by EN 1303.

Reference is made to EN 1303 and Annexes relating to Master Key Systems (MKS).

Requirements relating to the information security of key based and non-key based electronic cylinders are not covered.

2 Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

EN 1303:2015, *Building hardware - Cylinders for locks - Requirements and test methods*

3 Terms and definitions

For the purposes of this document, the terms and definitions given in EN 1303:2015 and the following apply.

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

- IEC Electropedia: available at <https://www.electropedia.org/>
- ISO Online browsing platform: available at <https://www.iso.org/obp>

3.1

Master Key System

MKS

combination of lock cylinders and related keys with different codings and/or profiles which are in functional relation

3.2

MKS/cylinder manufacturer

company who is owning the design of the cylinders and supplies either the assembled cylinders or components for assembly of cylinders

Note 1 to entry: See 3.1.

4 Requirements

4.1 Planning and ordering of Master Key Systems

Data to calculate and produce a Master Key System always must be provided without personal data/information related to the individual key holders. Therefore, key plans, org charts or any other documents/information provided to plan a system shall always be created without showing any personal data (e.g. name, function, employee no., etc.).

Key marking shall avoid any obvious reference to its function, the location of the door and/or key holder.