

INSTALLATION INSTRUCTIONS **INSFL3301**

Effective date: March 10, 2025
Supercedes: All Previous

NOT TO SCALE

ROCKWOOD

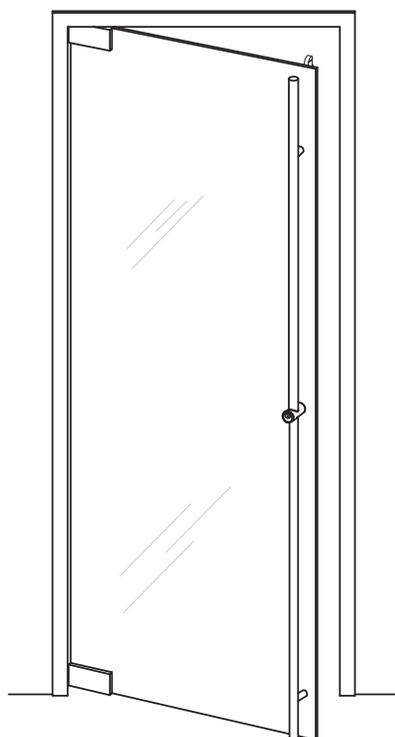
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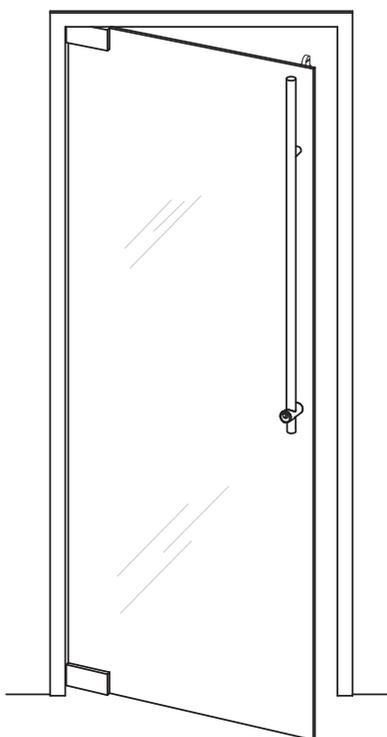
INSFL3301 LOCKING PULL WITH FLAT LATCH - FOR GLASS, WOOD, AND METAL DOORS

IMPORTANT: PLEASE READ BEFORE INSTALLING THE INSFL3301

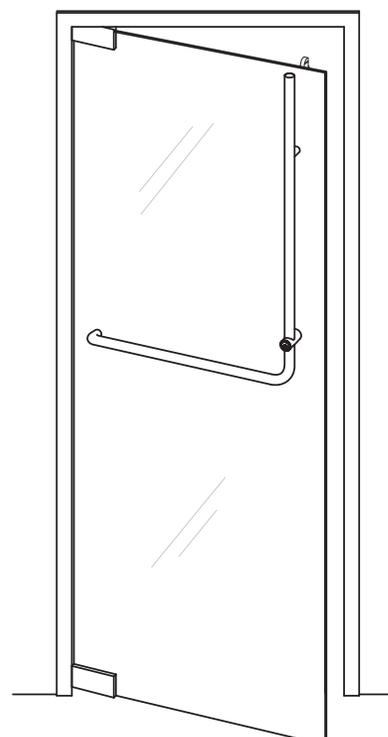
The following instructions will decrease your chances of experiencing problems during the installation and ensure a smooth, trouble-free operation of the device.



Full Height Up



Half Height Up



Push/Pull Bar Option

Push Bars are available half height and full height, up in a variety of styles.

Table of Contents

1. Introduction	2
1.1 Description	2
1.2 Parts List	2
1.3 Tools and Supplies	2
1.4 Door Prep Details for Use with Rockwood Manual or Electric Strike	2
2. Detailed Parts List	3
3. INSFL3301 Installation Instructions	4
3.1 Unpacking Details	4
3.2 Install the Exterior Pull (Cylinder Side)	5
3.3 Prepare and Install the Interior Pull (ADA Thumbturn Side)	6
4. Dogging Feature	7
5. Strike Installation	8
5.1 Header Preparation for Single and Double Manual Strikes	8
5.2 Header Preparation for HES 1600 Single and Double Electric Strikes	8
6. Door Stop Adjustment	9
6.1 Installation and Adjustment of Door Stop-Strike	9
6.2 Latch Adjustment for Proper Engaging with the Strike	9
7. Full Height and Push Bar Option Unpacking Details	10
8. Cleaning and Maintenance	11
8.1 General Maintenance Instructions	11
8.2 Finish Cleaning Instructions	11

1. Introduction

1.1 Description

- The Rockwood INSFL3301 offers superior functionality, durability, and aesthetics for inswing doors.
- This system integrates Rockwood’s contemporary Post Mount style door pull with a flat latch to be able to be utilized with a manual or electric strike.
- Please read the installation instructions in the manual carefully before installing the INSFL3301.
- If you have questions, please contact us at 800-458-2424.

Tools Required

- Allen Wrench: 1/8"
- Allen Wrench: 3/16"
- Allen Wrench: 5/32"
- Allen Wrench: 5/64"

1.2 Parts List

- Please refer to the Detailed Parts List section for a complete list of parts required for installation.

1.3 Tools and Supplies

- The tools and supplies listed are necessary to complete the installation of the INSFL3301.

Supplies Required

- Threadlocker
- Multi-purpose synthetic grease

1.4 Door Prep Details for Use with Rockwood Manual or Electric Strike

Prep Suggestions

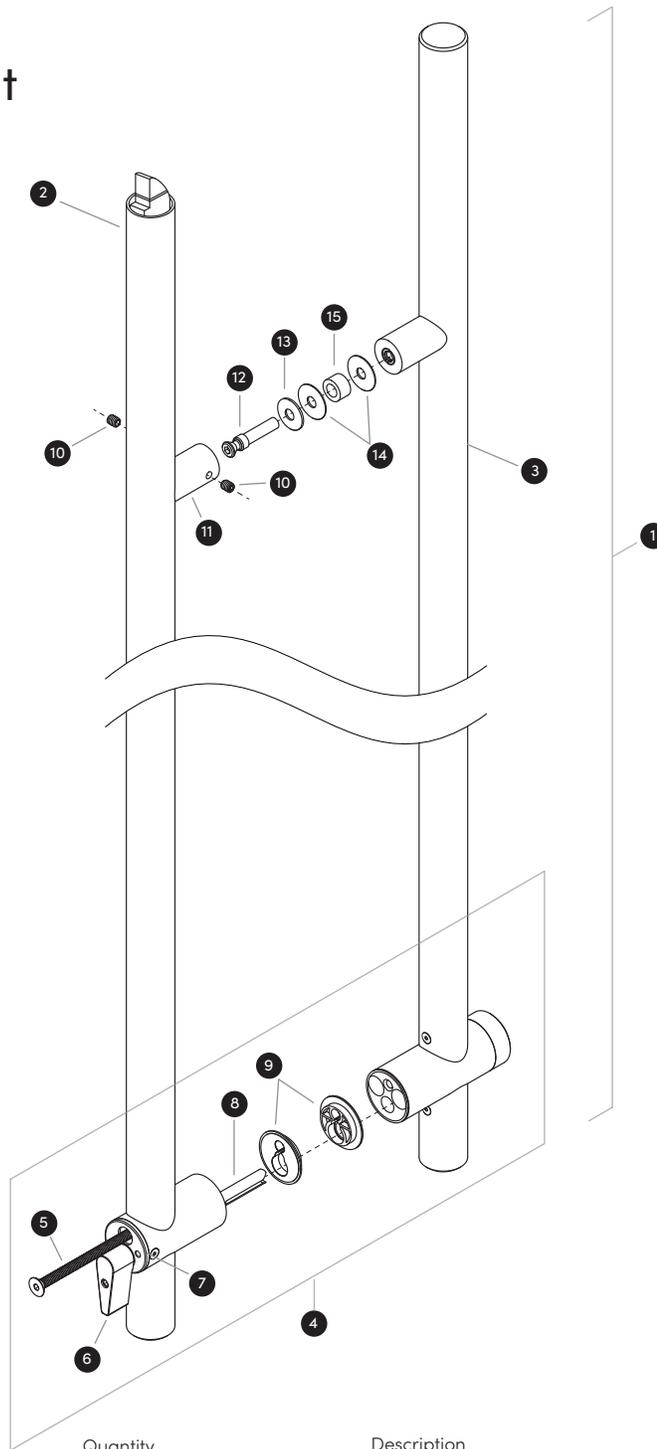
Door Type	Top of Door to Centerline of Top Hole Prep	Back Set				
		Back Set	Wide Stile	Medium Stile	Single Door	Double Door
Glass	9 1/8"	4 1/8"				
Storefront (removable/no stop)	9 1/8"		4 1/8"	2 1/4"		
Wood/Hollow Metal (removable/no stop)	9 1/8"				5 1/8"	4 1/8"

Assuming 1/8" Top Door Gap. Not available on Narrow Stile Doors, Glass Doors with 10" Top Rail, or outswing Doors. For best product alignment, the door should be prepped at the door manufacture.

If stop height is greater than 1" please consult factory.

Recommended for low traffic interior applications.

2. Detailed Parts List



Description	Quantity
① Locking Assembly	1
② Interior Pull	1
③ Exterior Pull	1
④ Lock Cylinder Assembly	1
⑤ Mounting Screw	1
⑥ ADA Thumbturn	1
⑦ Thumbturn Housing	1
⑧ Shaft	1

Description	Quantity
⑨ Lock Housing Bushing	2
⑩ Set Screw	2
⑪ Mounting Post	1
⑫ Conehead Machine Screw	1
⑬ Metal Washer	1
⑭ Plastic Washer	2
⑮ Door Bushing	1

3. INSFL3301 Installation Instructions

3.1 Unpacking Details

WARNING: Flexing the Lock Assembly ❶ may cause it to become loose at crucial joints, especially in longer pulls.

*Save all fasteners as they are needed for installation.

- Carefully remove the Locking Assembly ❶ from the packaging while supporting it from flexing, and lay it flat on a work surface or floor.
- Use a 1/8" Allen Wrench to loosen (do not remove) the Set Screws ❷ on the Mounting Post ❸ located at the Interior Pull ❹.
- Use a 5/32" Allen Wrench to remove the Mounting Screw ❺.
- Separate the Interior Pull ❹ and the Exterior Pull ❻. Be cautious to not lose the door bushings in between the Interior Pull ❹ and the Exterior Pull ❻.

For Full Height Locking Up and Push Bar for FL, please see section 7 on page 10.

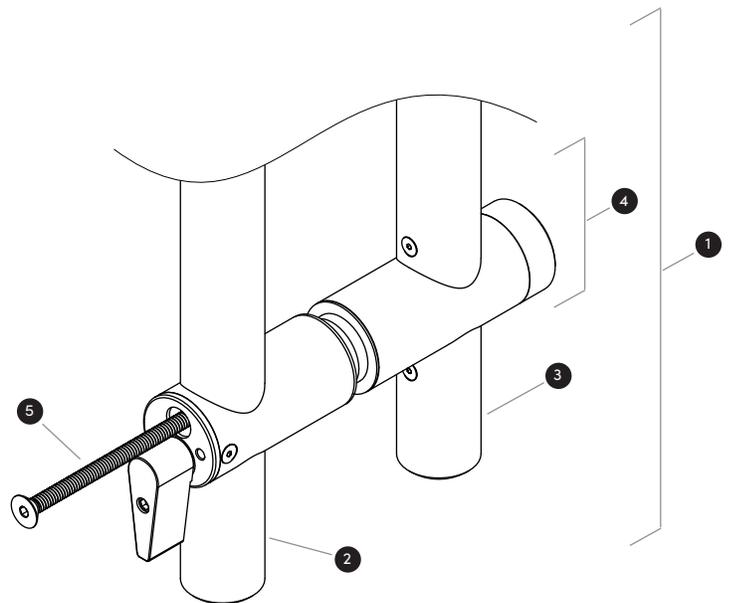
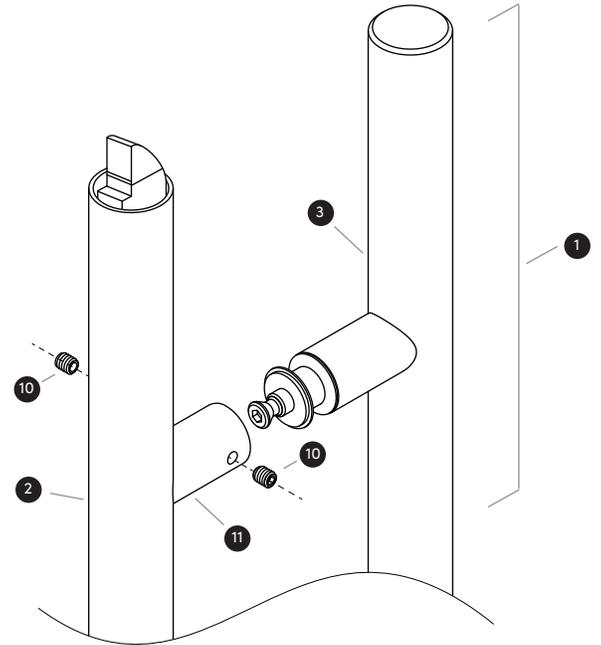
- ❶ Locking Assembly
- ❷ Set Screw (x2)
- ❸ Mounting Post
- ❺ Mounting Screw
- ❹ Interior Pull
- ❻ Exterior Pull
- Ⓞ Lock Cylinder Assembly

Required Tools:

Allen Wrench: 1/8"

Allen Wrench: 5/32"

Allen Wrench: 5/64"

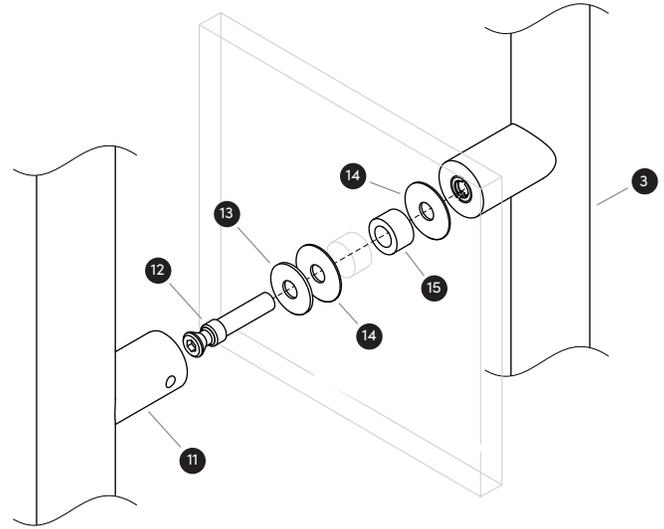


3.2 Install the Exterior Pull (Cylinder Side)

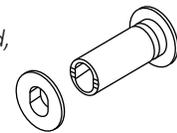
- Remove the Conehead Machine Screw 12, *Metal Washer 13, *Door Bushing 15, and two *Plastic Washers 14 from the Exterior Pull 3.

**For glass doors only.*

- Remove the Adhesive Backer from the Lock Housing Bushing 9. Apply the sticky side of the Lock Housing Bushing 9 to the back side of Lock Cylinder Assembly 4, being sure that the lock housing bushing is centered about the lock cylinder assembly. Ensure the holes are vertical with the large hole at the bottom. Using a 3/16" Allen Wrench, securely tighten the Conehead Machine Screw 12 in the Exterior Pull 3.
- Insert the Door Bushing 15 into the hole in the door in correlation with the Mounting Post 11 location.
- Slide the Metal Washer 13 over the Conehead Machine Screw 12 on the interior side of the door.
- Slide one Plastic Washer 14 over the Conehead Machine Screw 12 so it sits against the Metal Washer 13 on the interior side of the door.
- From the interior side, insert the Conehead Machine Screw 12 through the Door Bushing 15 in the door.
- Slide the other Plastic Washer 14 over the protruding threads of the Conehead Machine Screw 12 on the exterior side of the door.
- Apply a small drop of threadlocker to the threads of the Conehead Machine Screw 12.
- Holding the pull in place, insert the threaded end of the Conehead Machine Screw 12 into the Exterior Pull 3 and tighten slightly using a 3/16" Allen Wrench.



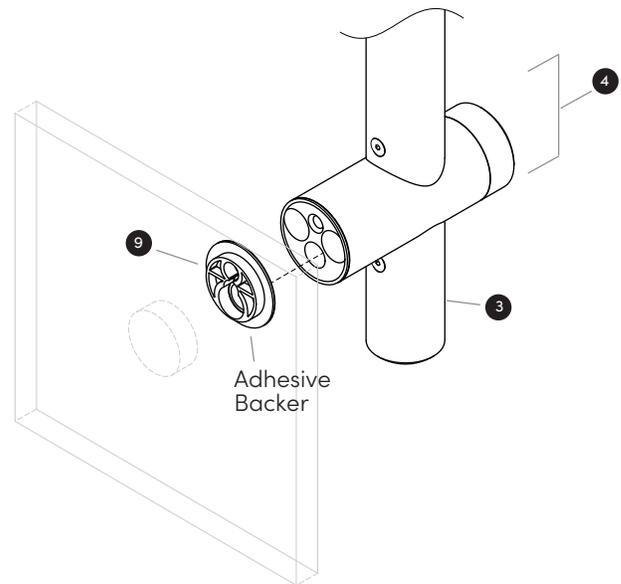
Alignment Bushing and Spacer available on Wood, Metal, and Storefront Doors - this replaces items 14 and 15 in the above image referencing a glass door.



- 12 Conehead Machine Screw
- 13 Metal Washer
- 15 Door Bushing
- 14 Plastic Washer (x2)
- 3 Exterior Pull
- 11 Mounting Post
- 9 Lock Housing Bushing
- 4 Lock Cylinder Assembly

Required Tools:

Allen Wrench: 3/16"



3.3 Prepare and Install the Interior Pull (ADA Thumbturn Side)

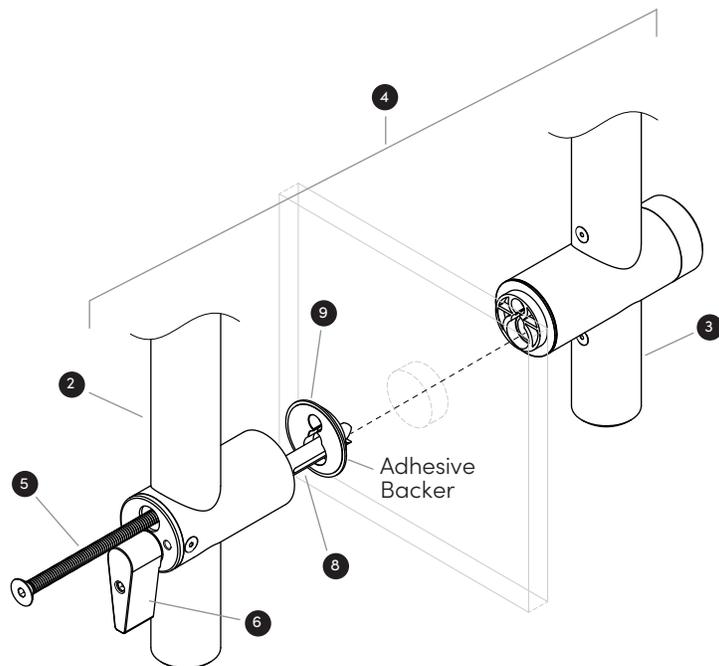
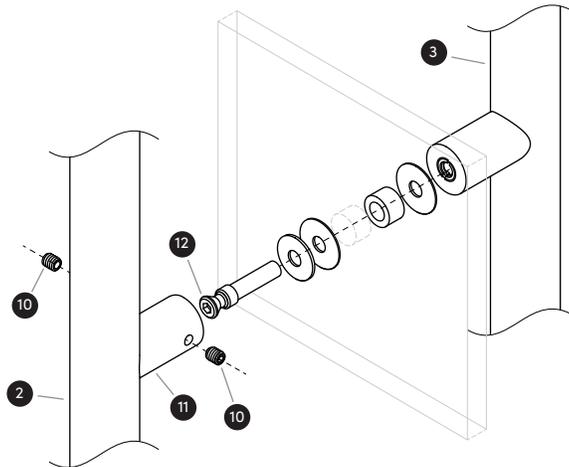
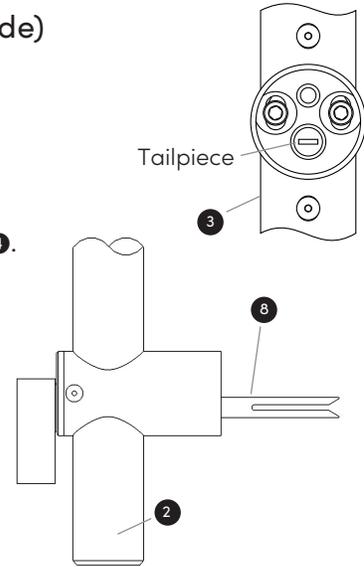
- On the Exterior Pull ③, ensure the tailpiece is horizontal.
- On the Interior Pull ②, while facing the shaft ⑧, rotate the shaft clockwise until rotation has stopped and split in shaft is horizontal.
- Remove the Adhesive Backer from the Lock Housing Bushing ⑨. Apply the sticky side of the Lock Housing Bushing ⑨ to the back side of Lock Cylinder Assembly ④.
- Position the Interior Pull ② for installation and ensure proper alignment of the Mounting Post ⑪ and the Lock Cylinder Assembly ④.
- Apply a small drop of threadlocker to the threads of the Mounting Screw ⑤.
- Slide the Mounting Screw ⑤ through the Interior Pull ② Lock Cylinder Assembly ④ side while sliding the Conehead Machine Screw ⑫ head into the Mounting Post ⑪ at the end of the pull.
- Engage the tailpiece in the split of the shaft ⑧.
- Use a $\frac{5}{32}$ " Allen Wrench to securely tighten the Mounting Screw ⑤ in the Lock Cylinder Assembly ④. Use a $\frac{1}{8}$ " Allen Wrench to securely tighten the Set Screws ⑩ on the Mounting Post ⑪.
- Ensure that the Lock Cylinder Assembly ④ and the Mounting Post ⑪ are secured tightly to the door.
- Cycle the ADA Thumbturn ⑥ side and the key side to ensure proper function.

- ③ Exterior Pull
- ② Interior Pull
- ⑧ Shaft
- ⑪ Mounting Post
- ④ Lock Cylinder Assembly
- ⑤ Mounting Screw
- ⑨ Lock Housing Bushing
- ⑫ Conehead Machine Screw
- ⑩ Set Screw (x2)
- ⑥ ADA Thumbturn

Required Tools

Allen Wrench: $\frac{1}{8}$ "

Allen Wrench: $\frac{5}{32}$ "



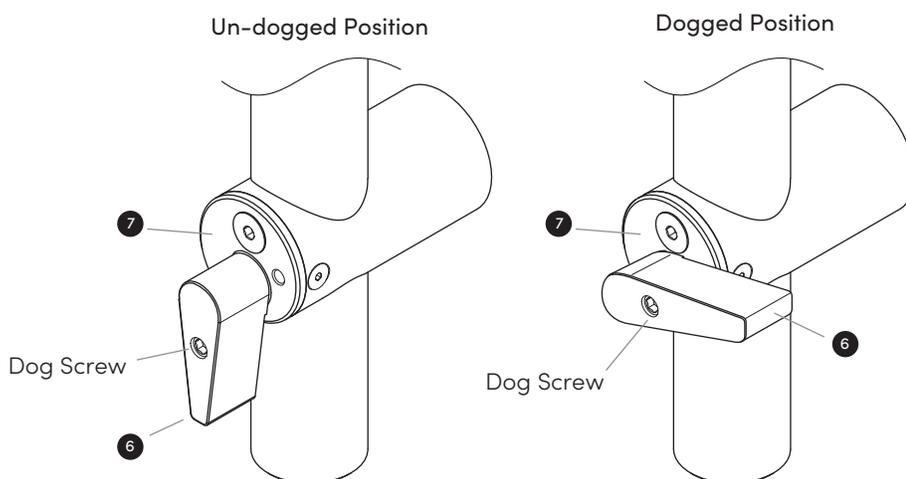
4. Dogging Feature

- The Dogging Feature is located on the face of the ADA Thumbturn **6** and Thumbturn Housing **7**.
- Rotate ADA Thumbturn **6** so that hole in ADA Thumbturn **6** lines up with hole on Thumbturn Housing **7**. Holding the ADA Thumbturn **6** in this position, use the $\frac{5}{32}$ " Allen Wrench rotating clockwise, to engage the screw in the ADA Thumbturn **6** into the Thumbturn Housing **7**. This will dog the device. Note: Slight pressure may need to be applied to engage the screw in the Thumbturn Housing **7**.
- To un-dog the device, insert $\frac{5}{32}$ " Allen Wrench into the ADA Thumbturn **6** and rotate counter clockwise to disengage screw from the Thumbturn Housing **7**.

- 6** ADA Thumbturn
- 7** Thumbturn Housing

Required Tools

Allen Wrench: $\frac{5}{32}$ "



5. Strike Installation

5.1 Header Preparation for Single and Double Manual Strikes

HOLLOW METAL FRAME REQUIREMENTS:

Reinforcement: Minimum 12 gauge closer reinforcement along the stop width in the area that the strike will be attached. If strike mounting extends beyond frame, blocking is required by others.

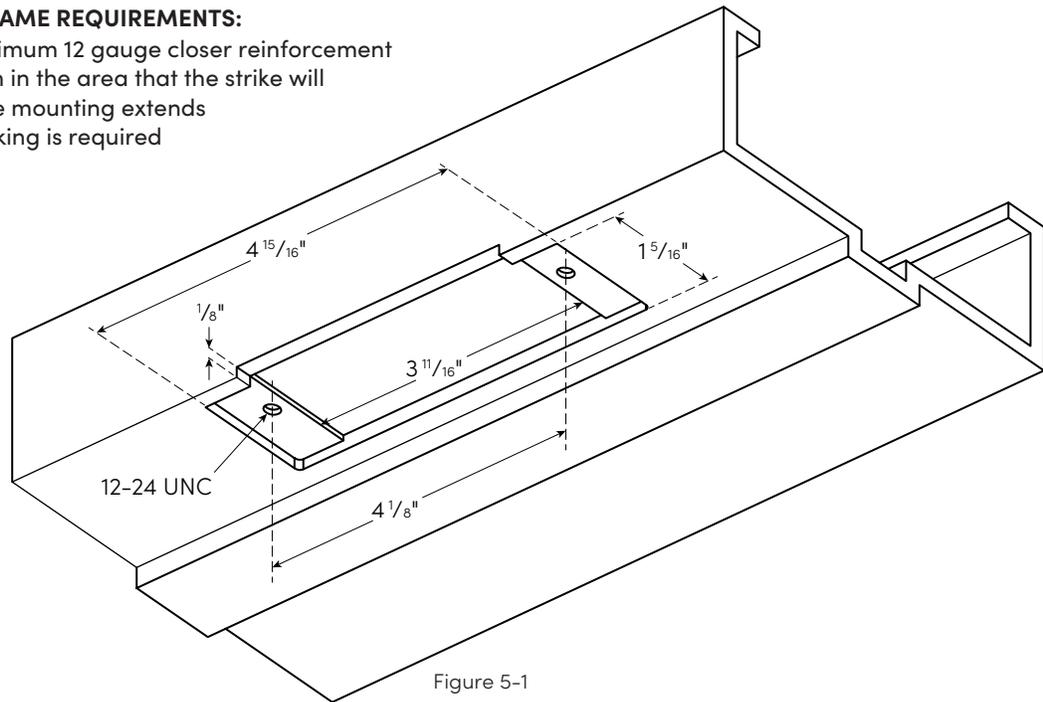


Figure 5-1

5.2 Header Preparation for HES 1600 Single and Double Electric Strikes (INSFL-1600)

HOLLOW METAL FRAME REQUIREMENTS:

Reinforcement: Minimum 12 gauge closer reinforcement along the stop width in the area that the strike will be attached. If strike mounting extends beyond frame, blocking is required by others.

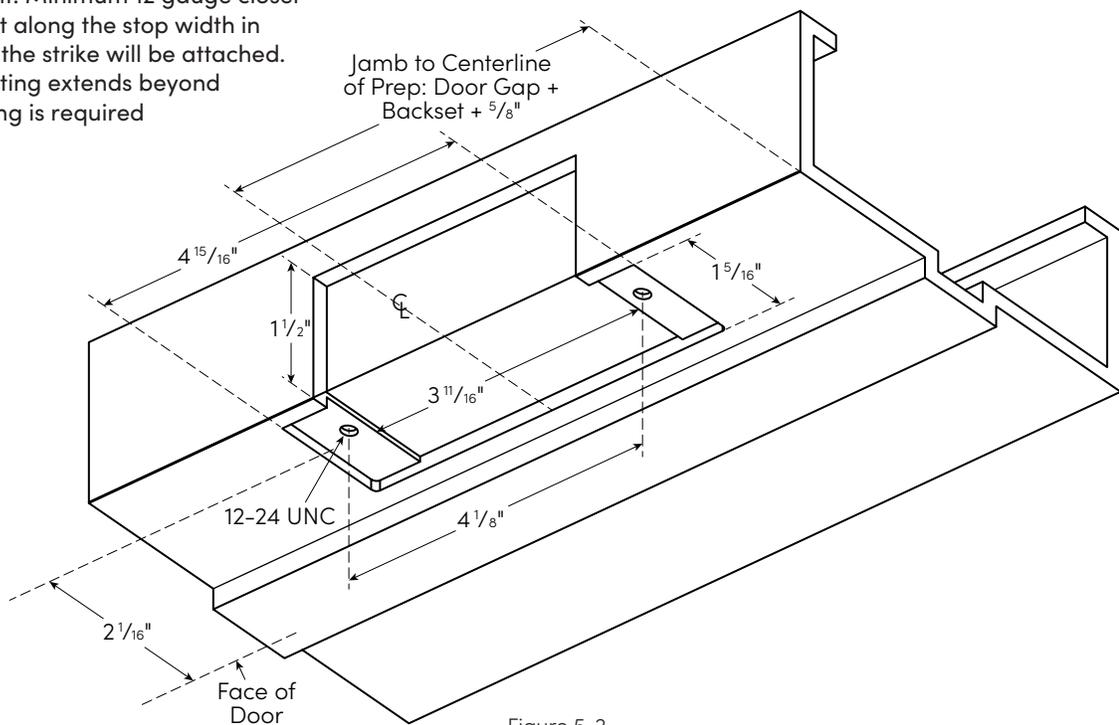


Figure 5-2

6. Door Stop Adjustment

6.1 Installation and Adjustment of Door Stop-Strike

USING THE LATCH GAUGE

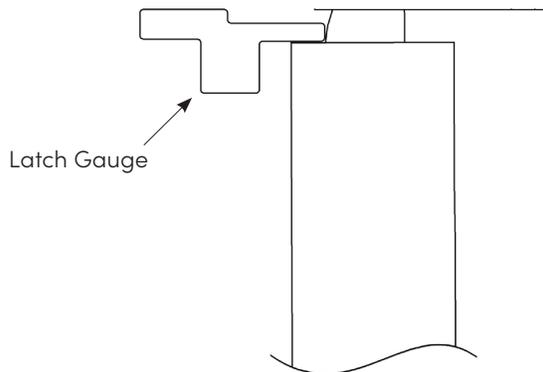


Figure 6-1

If small side of Gauge does not fit, adjust door to make gap larger.

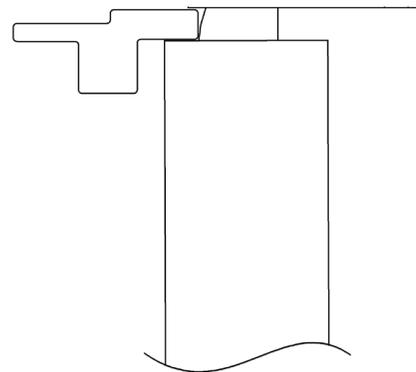


Figure 6-2

If large side of Gauge does fit, adjust door to make gap smaller.

6.2 Latch Adjustment for Proper Engaging with the Strike

- The Latch can be adjusted up and down. Figure 6-3 shows the maximum and the minimum dimensions for the Strike location.
- Remove the Flat Head Screw (6-32) at the top of the assembly with a $\frac{5}{64}$ " Allen Wrench.
- Rotate the Latch a full 360 degrees turn in the left or right direction to get the height adjustment required. Turn in the counter clockwise direction to increase the height. Turn in the clockwise direction to decrease the height.
- Make sure that both of the holes are aligned.
- Apply Threadlocker to the screw before it is replaced.
- After the height adjustment is made, replace the Flat Head Screw (6-32).
- **CAUTION:** If the screw is not replaced, the latch may rotate. This may cause the Latch to disengage.
- Apply Synthetic Grease to the curve portion of the latch.

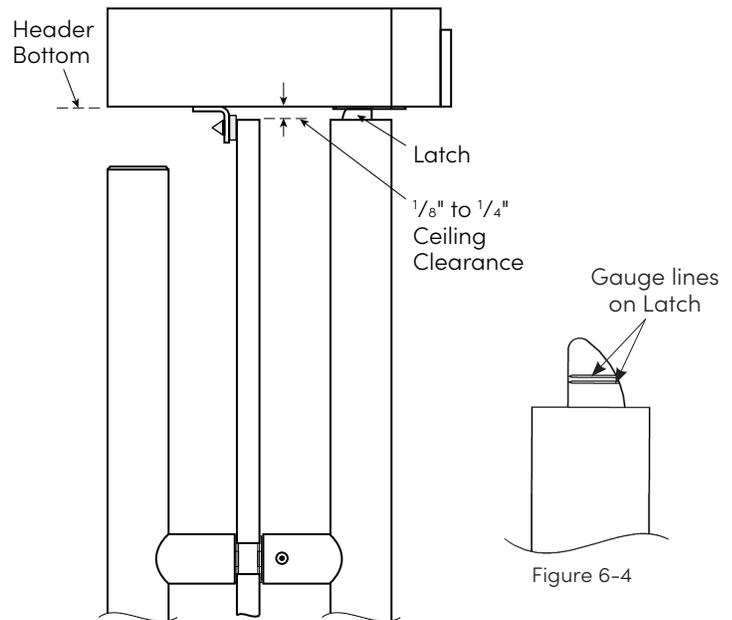


Figure 6-3

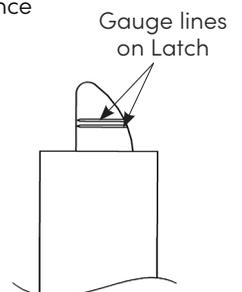
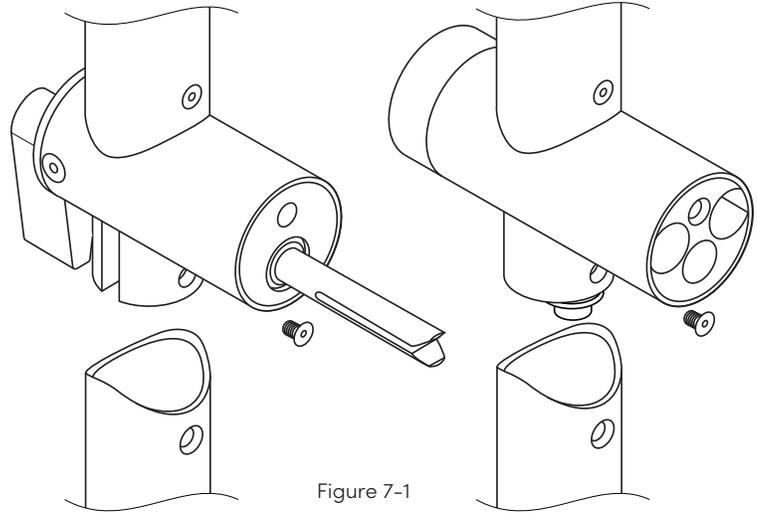


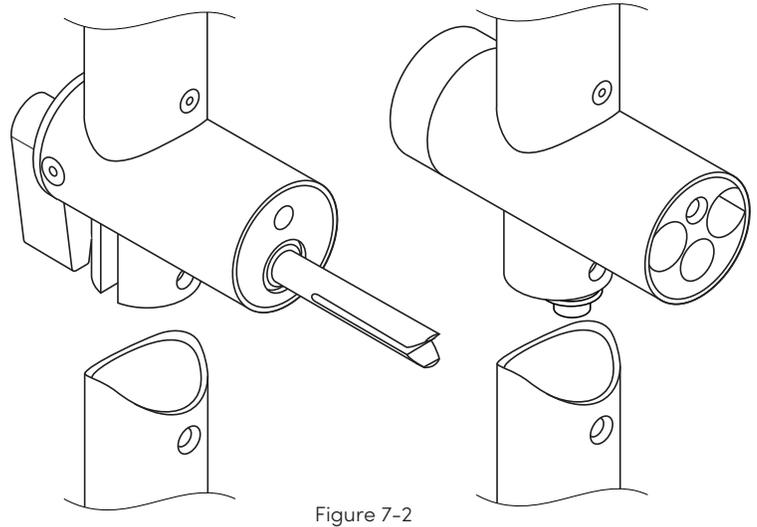
Figure 6-4

7. Full Height and Push Bar Option Unpacking Details

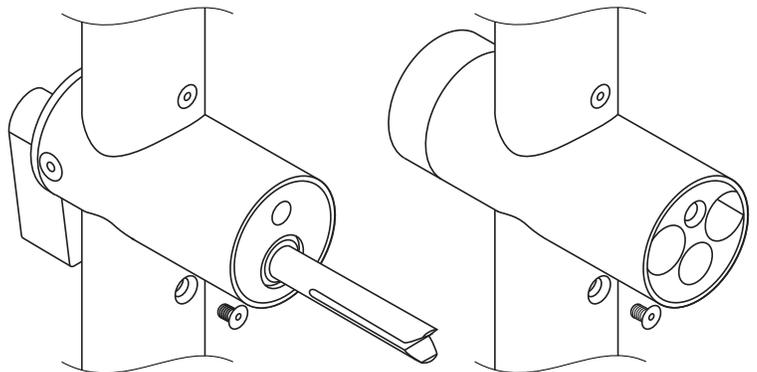
- Carefully remove the additional tubes from the box.
- After pulls are separated, remove the 6-32 screw that holds on the c-tube that is below the Lock Cylinder Assembly ③. C-Tube can be discarded.



- Install the horizontal push bar or full height vertical tube to the other pull with the Lock Cylinder Assembly ③. The connection will occur below the Lock Cylinder Assembly ③.



- To install horizontal push bar or full height vertical tube, place it over the aluminum boss that is located below the Lock Cylinder Assembly. Place thread locker on #6-32 x 1/4" provided screw. Use the provided 5/64" Allen Wrench to tighten section of the pull to the Lock Cylinder Assembly ③.



8. Cleaning and Maintenance

8.1 General Maintenance Instructions

- Periodically check the fasteners. The fasteners must not be loose. If the fasteners are loose, reapply threadlocker and tighten as necessary.

8.2 Finish Cleaning Instructions

- CAUTION: Before you clean the entire device, clean a small test area to make sure that you are satisfied with the results.
- Frequent cleaning extends the life of all finishes.

Finish Code	Finish	Cleaning Instructions
US32	Polished Stainless Steel	Use a soft cloth and a good metal cleaner. We recommend Mr. Metal by S.C. Johnson Company.
US32D	Satin Stainless Steel	Use a soft cloth and a good metal cleaner. We recommend Mr. Metal by S.C. Johnson Company.
US32MS	Polished MicroShield Coated	Use a soft cloth and mild soap and water. Never use brass polish or an abrasive cleaner unless you intend to remove all clear coat and totally refinish the product.
US32DMS	Satin MicroShield Coated	Use a soft cloth and mild soap and water. Never use brass polish or an abrasive cleaner unless you intend to remove all clear coat and totally refinish the product.
10BE	Oxidized & Oiled Bronze Powder Coat Equivalent	Use a soft cloth and mild soap and water. Never use brass polish or an abrasive cleaner unless you intend to remove all coating and totally refinish the product.
RPC	Red Powder Coat	Use a soft cloth and mild soap and water. Never use brass polish or an abrasive cleaner unless you intend to remove all coating and totally refinish the product.
WPC	White Powder Coat	Use a soft cloth and mild soap and water. Never use brass polish or an abrasive cleaner unless you intend to remove all coating and totally refinish the product.
BPC	Black Powder Coat	Use a soft cloth and mild soap and water. Never use brass polish or an abrasive cleaner unless you intend to remove all coating and totally refinish the product.
BSP	Black Suede Powder Coat	Use a soft cloth and mild soap and water. Never use brass polish or an abrasive cleaner unless you intend to remove all coating and totally refinish the product.
WSP	White Suede Powder Coat	Use a soft cloth and mild soap and water. Never use brass polish or an abrasive cleaner unless you intend to remove all coating and totally refinish the product.
FBPC	Flat Black Powder Coat	Use a soft cloth and mild soap and water. Never use brass polish or an abrasive cleaner unless you intend to remove all coating and totally refinish the product.
CUSTOM PC	Custom Powder Coat	Use a soft cloth and mild soap and water. Never use brass polish or an abrasive cleaner unless you intend to remove all coating and totally refinish the product.

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