

Institutional Locksmiths' Association 2010 Educational Conference



Hilton Lisle/Naperville
Lisle, Illinois



Chicago Regional Council of Carpenters
Carpenter Training Center
Elk Grove Village, Illinois

October 5 - 8, 2010



Registration materials, class schedules, certification
and further information available at ILA website:

www.ilanational.org

ILA Conference
P.O. Box 333
Lisle, IL 60532-0333

Schedule of Events

Tuesday 10/5/10

4:00 pm – 9:00 pm Registration with Welcome Social: Hilton Hotel - ILA Hospitality Suite # 831

Wednesday 10/6/10

6:45 am – 8:00 pm Registration: Hilton Hotel - ILA Hospitality Suite # 831

6:45 am – 7:15 am Meet in the hotel Conference Center Entrance for those attendees needing transportation to the Carpenter Training Center (CTC) for classes. (Vehicle leaves at 7:15 am sharp)

6:45 am – 9:45 am Continental Breakfast: hotel Lower Conference Level Lobby

8:00 am – 12:00 pm Morning classes

8:00 am – 5:00 pm Special Exhibitor Display Room: Location: Hilton Hotel Conference Room # 1: 12 table displays of new products and literature, with additional table displays in every class room

12:00 pm – 1:00 pm Lunch: Hilton Hotel first floor Cypress Room

12:00 pm – 1:00 pm Lunch: Carpenter Training Center (CTC) - boxed lunches

11:45 am – 12:15 pm Meet in the hotel Conference Center Entrance for those attendees needing transportation to the Carpenter Training Center (CTC) for classes. (Vehicle leaves at 12:15 m sharp)

1:00 pm – 5:00 pm Afternoon classes

Dinner on your own

7:00 pm – 10:00 pm Hospitality Suite Social - Suite # 831

Thursday 10/7/10

6:45 am – 8:00 pm Registration: Hilton Hotel - ILA Hospitality Suite # 831

6:45 am – 7:15 am Meet in the hotel Conference Center Entrance for those attendees needing transportation to the Carpenter Training Center (CTC) for classes. (Vehicle leaves at 7:15 am sharp)

6:45 am – 9:45 am Continental Breakfast: hotel Lower Conference Level Lobby

8:00 am – 12: 00 pm Morning classes

8:00 am – 5:00 pm Special Exhibitor Display Room: Location: Hilton Hotel Conference Room # 1: 12 table displays of new products and literature, with additional table displays in every class room

12:00 pm – 1:00 pm Lunch: Hilton Hotel first floor Cypress Room

12:00 pm – 1:00 pm Lunch: Carpenter Training Center (CTC) - boxed lunches

11:45 am – 12:15 pm Meet in the hotel Conference Center Entrance for those attendees needing transportation to the Carpenter Training Center (CTC) for classes. (Vehicle leaves at 12:15 pm sharp)

1:00 pm – 5:00 pm Afternoon classes

Dinner on your own

7:00 pm – 10:00 pm Hospitality Suite Social - Suite # 831

Friday 10/8/10

6:45 am – 8:00 pm Registration: Hilton Hotel - ILA Hospitality Suite # 831

6:45 am – 7:15 am Meet in the hotel Conference Center Entrance for those attendees needing transportation to the Carpenter Training Center (CTC) for classes. (Vehicle leaves at 7:15 am sharp)

6:45 am – 9:45 am Continental Breakfast: hotel Lower Conference Level Lobby

8:00 am – 12: 00 pm Morning classes

8:00 am – 12:00 pm Special Exhibitor Display Room: Location: Hilton Hotel Conference Room # 1: 12 table displays of new products and literature, with additional table displays in every class room

12:00 pm – 1:00 pm Lunch: Hilton Hotel first floor Cypress Room

12:00 pm – 1:00 pm Lunch: Carpenter Training Center (CTC) - boxed lunches

1:00 pm – 5:30 pm ILCP Exams (CIL, CJIL, and CMIL): Hilton Hotel Conference Room # 4

6:00 pm – 7:30 pm ILA General Membership Meeting (ILA Members Only): Hilton Hotel Conference Room # 3

7:30 pm – 10:00 pm Pizza Party Social Sponsored by Detex: Hilton Hotel - ILA Hospitality Suite # 831

On behalf of the 2010 Conference Committee and the ILA Executive Board, thank you for your support and participation.
We look forward to seeing you at our 2011 ILA Educational Conference in Raleigh, North Carolina.

Educational Schedule

Wednesday October 6, 2010	Class	Instructor	Location
8:00 am - 12:00 pm 4 Hour Class	Print Reading / Hardware Schedules	Scott Baker, AHC, CDT	Carpenter Training Center (CTC) Classroom 223
8:00 am - 12:00 pm 4 Hour Class	Power Operators Installation & Servicing	Dan Lam & Jay Vaitkus	Carpenter Training Center (CTC) Architectural Hardware Shop
8:00 am - 12:00 pm 4 Hour Class	Basic Master Keying	G.R. Zechman	Hilton Hotel Conference Room 2
8:00 am - 12:00 pm 4 Hour Class	Understanding BHMA/ANSI Product Standards	Robert Perry, DAHC/CDC, FDHI, CCS	Hilton Hotel Conference Room 3
1:00 pm - 5:00 pm 4 Hour Class	Fire Door Inspection Requirements	Robert Perry, DAHC/CDC, FDHI, CCS	Hilton Hotel Conference Room 3
1:00 pm - 5:00 pm 4 Hour Class	Basic Safe Combination Changing	Kurt Kloeckner, CJIL, TCPL	Hilton Hotel Conference Room 2
1:00 am - 5:00 pm 4 Hour Class	Door Closer Installation & Maintenance	Scott Baker, AHC, CDT	Carpenter Training Center (CTC) Architectural Hardware Shop
8:00 am - 5:00 pm 8 Hour Class	How to Integrate SimpleK to your Existing System	Karen Strohmeyer, CJIL	Hilton Hotel Conference room 4
8:00 am - 5:00 pm 8 Hours	Special Exhibitor Display Room		Hilton Hotel Conference Room 1

Thursday October 7, 2010	Class	Instructor	Location
8:00 am - 12:00 pm 4 Hour Class	Detex Low Power Operator Installation & Servicing	Scott Peck Carl Dean, AHC, CDT	Carpenter Training Center (CTC) Architectural Hardware Shop
8:00 am - 12:00 pm 4 Hour Class	Marks USA Biometrics 101	William J. Sporre	Hilton Hotel Conference Room 2
8:00 am - 12:00 pm 4 Hour Class	Key Control	Marty JaLove	Hilton Hotel Conference Room 3
1:00 pm - 5:00 pm 4 Hour Class	Detex Electrified Hardware Installation & Servicing	Carl Dean, AHC, CDT	Carpenter Training Center (CTC) Architectural Hardware Shop
1:00 pm - 5:00 pm 4 Hour Class	History of Locks	Claude Hollyfield, DAHC	Hilton Hotel Conference Room 3
8:00 am - 5:00 pm 8 Hour Class	Basic Locksmithing	Gale Johnson	Carpenter Training Center (CTC) Classroom 223
8:00 am - 5:00 pm 8 Hour Class	Medeco 3 Certification	Clyde Roberson, CML, AHC, CPP	Hilton Hotel Conference Room 4
8:00 am - 5:00 pm 8 Hour Class (Mandatory)	OSHA 10 Hour General Industry (Part 1)	Art Urbano, CIL	Carpenter Training Center (CTC) Classroom to be determined
8:00 am - 5:00 pm 8 Hours	Special Exhibitor Display Room		Hilton Hotel Conference Room 1

Friday October 8, 2010	Class	Instructor	Location
8:00 am - 12:00 pm 4 Hour Class	R2 Hinge Installation & Servicing	Kerry B. Sprick	Carpenter Training Center (CTC) Architectural Hardware Shop
8:00 am - 12:00 pm 4 Hour Class	Hafele: Future of Access Control	John O'Meara	Hilton Hotel Conference Room 2
8:00 am - 12:00 pm 4 Hour Class	ASSA ABLOY Key Wizard Software Workshop	Lee Garver, DAHC	Hilton Hotel Conference Room 3
8:00 am - 12:00 pm 4 Hour Class	Detention Hardware	Robert Perry, DAHC/CDC, FDHI, CCS	Hilton Hotel Conference Room 4
8:00 am - 12:00 pm 4 Hour Class (Mandatory)	OSHA 10 Hour General Industry (Part 2)	Art Urbano, CIL	Carpenter Training Center (CTC) Classroom to be determined
8:00 am - 12:00 pm 4 Hours	Special Exhibitor Display Room		Hilton Hotel Conference Room 1

Friday October 8, 2010	Special Events	Location
1:00 pm - 5:30 pm 4 Hours	ILCP Exams (CIL, CJIL, CMIL)	Hilton Hotel Conference Room 4
6:00 pm - 7:30 pm	ILA General Membership Meeting (ILA Members Only)	Hilton Hotel Conference Room 3
7:30 pm - 10:00 pm	Pizza Party Social - Sponsored by Detex For all attendees	Hilton Hotel Hospitality Suite

ILA Educational Class Descriptions

ASSA ABLOY Key Wizard Software Workshop

Instructor: Lee Garver, DAHC

KeyWizard is a comprehensive key management software program that provides the facility with accurate information concerning keys, key holders, hardware locations, master key systems, overdue keys, and maintenance schedules. This class consists of hands-on exercises on how to get the software up and running quickly, upload and administrate doors and personal, plus how to assign, issue, and retrieve keys.

Maximum Class Size 25 (Laptop Required) **4 Hour Class**

Basic Locksmithing

Instructor: Gale Johnson

This is a hands-on class where you will rekey locks, learn the fundamentals of lock picking, practice picking locks, shim cylinders open, cut keys by code, duplicate keys, discuss the locksmith glossary of terms, adjust and maintain key machines.

Maximum Class Size 15 **8 Hour Class**

Basic Master Keving

Instructor: G.R. Zechman

We will discuss a glossary of terms so the participant can speak the language with colleagues. We will discuss single step versus two step progression. You will learn to develop a master key system or simply generate changes from an existing system. Finally, participants will learn how to pin standard cylinders and A2 small format interchangeable cores.

Maximum Class Size 25 **4 Hour Class**

Basic Safe Combination Changing

Instructor: Kurt Kloeckner, CJIL, TCPL

This class will teach you how to take a safe that's open with a unknown combination and find the existing combination or reset the safe lock to a new combination. You will learn the functions of the parts inside safe locks, and also how to do a key and hand change.

Maximum Class Size 15 **4 Hour Class**

Detention Hardware

Instructor: Robert Perry, DAHC/CDC, FDHI, CCS

What is detention hardware?

How does it differ from builders hardware?

This class will explain the difference using both a PowerPoint presentation and hands-on evaluation. Midwest Detention Systems of Minooka IL will be providing locks and other hardware items for use in this class.

Maximum Class Size 25 **4 Hour Class**

Detex Electrified Hardware Installation & Servicing

Instructor: Carl Dean, AHC, CDT

Attendees will have the opportunity to install and wire up the various Detex electrified exit devices. Products include: battery alarm, hard wired alarm with remote annunciation, motorized latch retraction, delayed egress exit device, combination latch retraction with delayed egress, and electrified trim.

Maximum Class Size 12 **4 Hour Class**

Detex Low Power Operator Installation & Servicing

Instructors: Scott Peck & Carl Dean, AHC, CDT

This class will allow attendees to participate and observe the installation of the Detex low energy operator. The session will then focus on the programming process. Installation will include the built-in latch retraction controller as part of the operator.

Maximum Class Size 6 **4 Hour Class**

Door Closer Installation & Maintenance

Instructor: Scott D. Baker, AHC, CDT

This class will help you to choose the correct door closer for specific applications, determine the proper mounting method of surface door closers, door closers for accessibility and life safety requirements, when to use a stop/holder type arm, brackets and drop plates, special applications for those problem doors, adjusting the sweep, latch, and backcheck valves to function properly, identifying an incorrect installation, and how to correct it. Review the principles of concealed closers and floor closers.

Maximum Class Size 25 **4 Hour Class**

Fire Door Inspection Requirements

Instructor: Robert Perry, DAHC/CDC, FDHI, CCS

How this effect your institution? Who does it? New language contained in NFPA 80 (Standards for Fire Doors and Other Opening Protective, 2007edition) requires annual documented inspections for fire-rated door assemblies. Chapter 5, Care & Maintenance addresses the requirements for these inspections for both new and existing fire-rated doors. This class will offer an overview of inspections requirements. Participants are required to have a copy of the owners guide published by DHI.

Maximum Class Size 25 **4 Hour Class**

Hafele: Future of Access Control

Instructor: John O'Meara

This class will cover history of access control, new and current systems, and developments in the related technologies. Developments in electric locks, electronic controls, digital and biometric controllers and more. Will cover data storage, programming, offline and online communication, and review the DHI expansion of hardware consultant programs.

Maximum Class Size 25 **4 Hour Class**

History of Locks

Instructor: Claude Hollyfield, DAHC

In this class you will discover the who, what, where, and when of major commercial lock manufacturers of today as we follow a timeline from the development of early locks to today's access control products. Do the names Corbin, Lockwood, Russwin, Sargent, Schlage and Stanley mean anything to you? We will also explore hardware names like DORMA, LCN, Norton, Rixson and Von Duprin.

Maximum Class Size 25 **4 Hour Class**

How to Integrate SimpleK to your Existing System

Instructor: Karen Strohmeier, CJIL

This class will cover the preparing of existing data, modifying forms to meet the individual user's needs, inputting the new data into the system, manipulating the data, formulating reports, and creating new master key systems. The necessary software will be provided.

Maximum Class Size 25 (Laptop Required) **8 Hour Class**

Key Control

Instructor: Marty Jalove

Some basic tools will be reviewed to pin cylinders, cut keys, followed by instructions on securing and tracking the movements of these keys. By class end, each student will have a good understanding of how to track keys, the why, when, where and who has access to what in their facility.

Maximum Class size 25 **4 Hour Class**

Marks USA Biometrics 101

Instructor: William J. Sporre

This class will discuss biometric technology including the history and advancements; fingerprint, hand, face, iris, and vein recognition. This class will introduce our new Biometric Fingerprint Recognition System 175 BIO Series. You will learn that the 175 BIO is easy to install, reliable, accurate, and inexpensive with optical reader that will store 100 (fingerprints) and offers 4000 event audit capabilities.

Maximum Class Size 25 **4 Hour Class**

Medeco 3 Certification

Instructor: Clyde Roberson, CML, AHC, CPP

Covers the design and operation of door hardware cylinders and cam locks for the Original, Biaxial and Medeco 3 designs. Hands-on exercises include: disassembly & assembly of Medeco 3 mortise cylinders, decode a Medeco 3 Biaxial key, pin a cylinder to a decoded key, and master key a cylinder. Master key matrix key chart reading, application of MACS, specialty tools, levels of key control. A product line overview and interchangeable core pinning specifications will also be covered. Students who successfully complete a written test will receive a Medeco 3 Factory Certification.

Maximum Class Size 25 **8 Hour Class**

Power Operators Installation & Servicing

Instructors: Dan Lam & Jay Vaitkus

This course you will do a full installation of the Falcon, ADA-EZ, and (LEO) 5700 power operators on a steel jamb and wood door, run power to the operator, and learn how to trouble shoot problems, adjust the controls for proper opening and closing of the operator.

Maximum Class Size 15 **4 Hour Class**

OSHA 10 Hour General Industry

Instructor: Art Urbano, CIL

This course provides an overview of the OSHA General Industry safety and health standards for facilities. Participants learn about the rights and responsibilities of both the employee and employer. This class is ideal for locksmiths, carpenters, engineers, managers, and employers. (OSHA 10-hr. General Industry Certification Card will be mailed to you upon completion of this course.)

Extra Fee \$50.00 for Required Manual)
Maximum Class Size: 15 **10 Hour Class over 1 1/2 days**

Print Reading / Hardware Schedules

Instructor: Scott D. Baker, AHC, CDT

You will learn how a set of drawings is assembled, specific sheets to look for concerning doors and hardware, symbols used by architects on plans and details, where to find door schedules and elevations, how to interpret hardware schedules and shop drawings, the sequence and format of a hardware schedule.

Maximum Class Size 25 **4 Hour Class**

R2 Hinge Installation & Servicing

Instructor: Kerry B. Sprick

This course will familiarize the student with the unique design, features and installation techniques of the R2 VARYX continuous hinge. Students will be able to recognize and diagnose common door, frame and hardware failures caused by hinge deficiencies, and develop hands-on installation experience so they can provide their facility with a superior solution.

Maximum Class Size 25 **4 Hour Class**

Understanding BHMA/ANSI Product Standard

Instructor: Robert Perry, DAHC/CDC, FDHI, CCS

This class will introduce you to the ANSI/BHMA A156 series of product standards. You will learn what it means for a product to conform to a standard. The difference between grades. How to "decode" the product numbers. How to determine compliance. This class also provides a basic introduction to finish hardware. Copies of the ANSI/BHMA A156 series standards will be helpful in class but not required.

Maximum Class Size 25 **4 Hour Class**

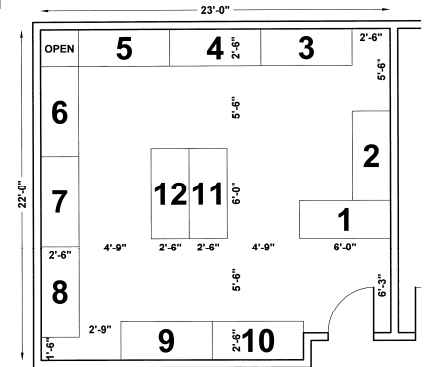
Conference Hotel Accommodations and Travel Information

Please call the Hilton Lisle/Naperville toll free at (800) 552-2599 to make your reservations. Be sure to inform the hotel you are with the Institutional Locksmiths' Association to receive our special quoted rate of \$109.89 per night (\$99.00 plus 11% Hotel Tax for \$109.89) for single/double. Check-in: 3:00 pm Check-out: 12:00 pm



Hilton Lisle/Naperville

3003 Corporate West Drive
Lisle, Illinois 60532
Toll Free: (800) 552-2599
Phone: (630) 505-0900
Fax: (630) 505-0479



**Display Room Floor Plan
Conference Room 1**

Directions to our Hotel

From Chicago:

Interstate 290 (Eisenhower Expressway) west to the Interstate 88 west (East/West Tollway/Aurora), approximately 13 miles to the Naperville Road exit, turn right at stoplight onto Freedom Dr. (north). Next light is Warrenville Rd., turn right (east) and stay right. Turn right at second stoplight (south). The Hilton will be located on the south side (right) of Warrenville Rd.

Local Airports

Chicago-O'Hare International Airport

Distance from hotel: 19 mi.

Directions to hotel: Interstate 294 South to Interstate 88 west (East/West Tollway/Aurora), approximately 13 miles to Naperville Road exit, turn right at stoplight onto Freedom Dr. (north). Next light is Warrenville Rd. turn right (east) and stay right. Turn right at second stoplight (south). The Hilton will be located on the south side (right) of Warrenville Rd.

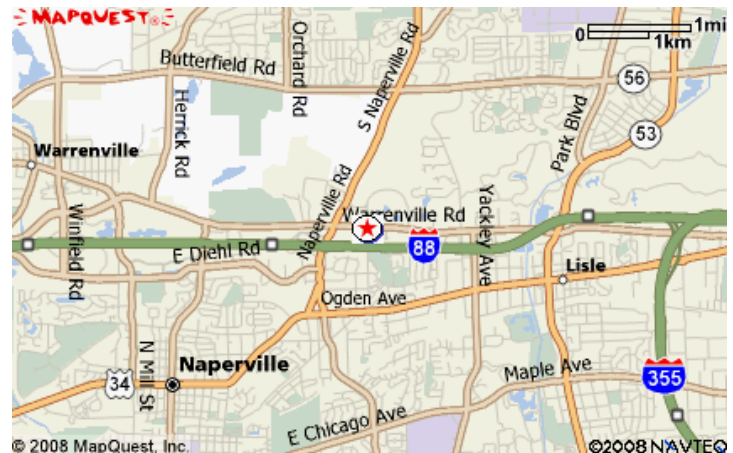
Chicago Midway Airport

Distance from hotel: 25 mi.

Directions to hotel: Take Cicero Avenue north to I-55 South to 355 North. Take 355 North to I-88 West. Exit Naperville Road, turn right at stoplight onto Freedom Dr. (north). Next light is Warrenville Rd. turn right (east) and stay right. Turn right at second stoplight (south). The Hilton will be located on the south side (right) of Warrenville Rd.

Transportation to and from the Airport

Call **Windy City Limousine** phone: 1-(866) 949-4639 - windycitylimos.com - for your transportation reservations to the hotel and to receive their current rates.



ILA 2010 Educational Conference Registration

Name: _____ Certifications: _____

Address: _____ ILA Membership #: _____

City: _____ State: _____ Zip: _____ Country: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ E-mail: _____

Company/Institution: _____ Years in the Industry: _____

Department: _____ Title: _____

Special Three-Day Educational Pricing Packages:

- | | | |
|--|---|--|
| <input type="checkbox"/> ILA Member Early Registration received before 8/31/2010 Deadline
<input type="checkbox"/> ILA Member Late Registration received after 8/31/2010 Deadline
<input type="checkbox"/> Non-Member Early Registration received before 8/31/2010 Deadline
<input type="checkbox"/> Non-Member Late Registration received after 8/31/2010 Deadline | Three-day package includes
Wednesday, Thursday, &
Friday continental breakfast
and lunch | \$150.00 _____
\$175.00 _____
\$200.00 _____
\$225.00 _____ |
|--|---|--|

Individual Class Pricing (Full-Day 8 Hours):

- | | | |
|--|--|---|
| <input type="checkbox"/> ILA Member Early Registration received before 8/31/2010 Deadline
<input type="checkbox"/> ILA Member Late Registration received after 8/31/2010 Deadline
<input type="checkbox"/> Non-Member Early Registration received before 8/31/2010 Deadline
<input type="checkbox"/> Non-Member Late Registration received after 8/31/2010 Deadline | Full-day package includes
the individual day(s)
continental breakfast and
lunch | \$75.00 each x _____ = _____
\$100.00 each x _____ = _____
\$100.00 each x _____ = _____
\$125.00 each x _____ = _____ |
|--|--|---|

Individual Class Pricing (Half-Day 4 Hours):

- | | | |
|--|--|---|
| <input type="checkbox"/> ILA Member Early Registration received before 8/31/2010 Deadline
<input type="checkbox"/> ILA Member Late Registration received after 8/31/2010 Deadline
<input type="checkbox"/> Non-Member Early Registration received before 8/31/2010 Deadline
<input type="checkbox"/> Non-Member Late registration received after 8/31/2010 Deadline

<input type="checkbox"/> ILA Member or Non-Member Lunch (for half day classes) | Half-day package includes
continental breakfast
but no lunch | \$50.00 each x _____ = _____
\$75.00 each x _____ = _____
\$75.00 each x _____ = _____
\$100.00 each x _____ = _____

\$15.00 each x _____ = _____ |
|--|--|---|

Class Choices (Please check all that apply)

	Class Name	Time	Class Requirements
Wednesday October 6, 2010	<input type="checkbox"/> Print Reading / Hardware Schedules	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Power Operators Installations & Servicing	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Basic Master Keying	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Understanding BHMA/ANSI Product Standards	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Fire Door Inspections Requirements	1pm-5pm (4 Hrs.)	\$40.00 Manual
	<input type="checkbox"/> Basic Safe Combination Changing	1pm-5pm (4 Hrs.)	
	<input type="checkbox"/> Door Closer Installation & Maintenance	1pm-5pm (4Hrs.)	
	<input type="checkbox"/> How to Integrate SimpleK to your Existing System	8am-5pm (8 Hrs.)	Laptop
	<input type="checkbox"/> Special Exhibitor Display Room	8am-5pm	
Thursday October 7, 2010	<input type="checkbox"/> Detex Low Power Operator Installation & Servicing	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Marks USA Biometrics 101	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Key Control	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Detex Electrified Hardware Installation & Servicing	1pm-5pm (4 Hrs.)	
	<input type="checkbox"/> History of Locks	1pm-5pm (4 Hrs.)	
	<input type="checkbox"/> Basic Locksmithing	8am-5pm (8 Hrs.)	
	<input type="checkbox"/> Medeco 3 Certification	8am-5pm (8 Hrs.)	
	<input type="checkbox"/> OSHA 10 Hour General Industry (Part 1 & 2 mandatory)	8am-5pm (8 Hrs.)	\$50.00 Manual
	<input type="checkbox"/> Special Exhibitor Display Room	8am-5pm	
Friday October 8, 2010	<input type="checkbox"/> R2 Hinge Installation & Servicing	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Hafele: Future of Access Control	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> ASSA ABLOY KeyWizard Software Workshop	8am-12pm (4 Hrs.)	Laptop
	<input type="checkbox"/> Detention Hardware	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> OSHA 10 Hour General Industry (Part 1 & 2 mandatory)	8am-12pm (4 Hrs.)	Part 1 & 2 mandatory
	<input type="checkbox"/> Special Exhibitor Display Room	8am-5pm	
	SPECIAL EVENTS		
	<input type="checkbox"/> ILCP Exams (CIL, CJIL, CMIL)	1:00pm-5:30pm (4 ½ hrs.)	
	<input type="checkbox"/> ILA General Membership Meeting (ILA Members Only)	6:00pm-7:30pm (1 ½ Hrs.)	
<input type="checkbox"/> Pizza Party Social (for all attendees)	7:30pm-10:00pm (2 ½ Hrs.)		

Form of Payment:

- Checks payable to: ILA
- Check Number: _____
- Total Amount: _____
- Charge Card
 - MasterCard
 - Visa
 - Discover Card

Card Information:

First: _____
 Last: _____
 Address: _____
 Apt/Suite: _____
 City: _____
 State/Province: _____
 Zip Code: _____
 Phone #: _____
 E-mail Address: _____

Account Number: _____

3 Digit Security Code: _____

Amount: _____

Expiration Date (MM/YY): _____

(For Institutions) Tax ID #: _____

ILA Certification Program Application

Persons taking the CJIL level test must choose electives and supply proof of years in industry documents, for the CMIL level test choose additional electives only. The ILA Instructions are part of this document or available at the ILA web site (ilanational.org). There is a Study Guide available.

Name:			DOB:			ILA Member #:																										
Address: _____																																
Day Phone:			Evening Phone:			E-mail:																										
Institution:						Years in Industry:																										
Department:				Job Title:																												
Industry Certifications Held: (Circle selections) <table style="width: 100%; text-align: center;"> <tr> <td>CIL</td><td>CJIL</td><td>CMIL</td><td>CFL</td><td>RL</td><td>CRL</td><td>CPL</td><td>CML</td><td></td> </tr> <tr> <td>CPS</td><td>CMST</td><td>CPP</td><td>PSP</td><td>PCI</td><td>CDC</td><td>AHC</td><td>Other:</td><td></td> </tr> </table>									CIL	CJIL	CMIL	CFL	RL	CRL	CPL	CML		CPS	CMST	CPP	PSP	PCI	CDC	AHC	Other:							
CIL	CJIL	CMIL	CFL	RL	CRL	CPL	CML																									
CPS	CMST	CPP	PSP	PCI	CDC	AHC	Other:																									
Documentation of Years in Industry (attach copy): <table style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 50%; vertical-align: top;"> <div style="border: 1px solid black; padding: 5px; width: fit-content;"> (Documentation not necessary for CIL Level) </div> </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Locksmith course certificate <input type="checkbox"/> Industry reference (below) <input type="checkbox"/> Locksmith school diploma <input type="checkbox"/> Employment reference (below) <input type="checkbox"/> Other (Please describe): _____ </td> </tr> </table>									<div style="border: 1px solid black; padding: 5px; width: fit-content;"> (Documentation not necessary for CIL Level) </div>	<input type="checkbox"/> Locksmith course certificate <input type="checkbox"/> Industry reference (below) <input type="checkbox"/> Locksmith school diploma <input type="checkbox"/> Employment reference (below) <input type="checkbox"/> Other (Please describe): _____																						
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Reference(s): _____																																
Test Level: <table style="width: 100%; text-align: center;"> <tr> <td><input type="checkbox"/> CIL</td> <td><input type="checkbox"/> CJIL (select 6 electives)</td> <td><input type="checkbox"/> CMIL (select up to 12 electives)</td> </tr> </table>									<input type="checkbox"/> CIL	<input type="checkbox"/> CJIL (select 6 electives)	<input type="checkbox"/> CMIL (select up to 12 electives)																					
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Electives for CJIL, CMIL: (Circle selections) <table style="width: 100%; text-align: center;"> <tr> <td>E1</td><td>E2</td><td>E3</td><td>E4</td><td>E5</td><td>E6</td><td>E7</td><td>E8</td><td>E9</td><td>E10</td><td>E11</td><td>E12</td> </tr> <tr> <td>E13</td><td>E14</td><td>E15</td><td>E16</td><td>E17</td><td>E18</td><td colspan="6"></td> </tr> </table>									E1	E2	E3	E4	E5	E6	E7	E8	E9	E10	E11	E12	E13	E14	E15	E16	E17	E18						
E1	E2	E3	E4	E5	E6	E7	E8	E9	E10	E11	E12																					
E13	E14	E15	E16	E17	E18																											
Schedule & Location: Institutional Locksmiths' Association 2010 Educational Conference																																
Date: Friday October 8, 2010				Time: 1:00 pm to 5:30 pm																												
Location: Hilton Lisle/Naperville, 3003 Corporate West Drive, Lisle, IL 60532 (630) 505-0900																																
Pricing: <u>Please make checks payable to:</u> Institutional Locksmiths' Association																																
Member: \$50.00			Affiliate: \$50.00			Non-member: \$100.00																										
Indicate here if your ILA Membership Application is enclosed:																																
FOR COMMITTEE USE ONLY:				Testing Fee		\$																										
				Application Fee		\$																										
				Dues		\$																										
				TOTAL		\$																										
Space may be limited. Seating preference will be given in the following order: Members, Affiliates, persons employed in the industry, others. Please arrive early for your scheduled test; no one is admitted once the test begins. Please bring two sharpened No. 2 pencils. All cell phones and pagers must be turned off during the test.																																
If you require frequent breaks, require a large-print test, or have other special needs, please indicate that here. Write the specific needs information on the reverse of this form. Questions to ilcpchair@ilanational.org .																																
Signature:						Date:																										

Mail to: ILA Conference, P.O. Box 333, Lisle, IL 60532-0333

Must be received by 09/24/2010

Institutional Locksmiths' Association
Institutional Locksmith Certification Program
ILCP Instructions

To achieve a certain level on the ILCP you must meet the requirements below.

CIL level - get a 75 or above on the CIL mandatory exam

CJIL level - attain the CIL level and get a 75 or above on the CJIL mandatory exam and 6 electives

CMIL level - attain the CJIL level and get a 75 or above on 12 electives

If you are sitting for the Certified Institutional Locksmith (CIL) level use the form included.

You do not have to fill in **Documentation of Years in Industry or pick electives**.

If you are sitting for the Certified Journeyman Institutional Locksmith (CJIL) level you will need to pick 6 electives from the list below. There is a CJIL mandatory exam in addition to the 6 electives.

You must also include proof of years in the industry with your application (send copies). We will not issue your CJIL level until we have this documentation on file even if you pass your exams.

Pick CJIL electives as described below:

For CJIL, pick 6 electives; 1 must be from column A and 1 must be from column B. The remaining 4 can be from any column. (PICK ONLY 6)

A are Pinning system electives

B are lock brand electives

C are other hardware and related fields

Column A

A2 - E1

A3 - E2

A4 - E3

Corbin / Russwin Cylinders - E6

KABA Peaks - E11

Medeco - E7

Schlage Everest - E10

Schlage Primus Cylinders - E16

Schlage Large Format & Full Size - E17

ASSA Twin 6000 Twin Exclusive Twin V-10 & Twin Pro - E18

Column B

Best - E8

Corbin / Russwin - E9

Kwikset - E15

Column C

History - E4

Life Safety - E5

Master Key Basic - E12

Von Duprin - E13

Rixson - E14

CJIL retake:

- If failed the CJIL mandatory and all 6 electives

Must retake CJIL mandatory and the same 6 electives

- If failed the CJIL mandatory, but failed 1 to 5 electives (less than 6)

Must retake the CJIL mandatory and up to 6 electives - columns A & B rule still applies

Elective selection must include the failed elective(s) and then an option to select 1 to 5 additional electives from the list to bring the total to no more than 6.

Any electives passed in addition to the 6 needed for the CJIL will be applied toward the CMIL level.

- If passed the CJIL mandatory, but failed 1 to 5 electives (less than 6)

Elective selection must include the failed elective(s) and then select electives to bring the total to no more than 12.

Any electives passed in addition to the 6 needed for the CJIL will be applied toward the CMIL level.

Check back as new electives can be added at any time. Questions to ilcpchair@ilanational.org.



Institutional Locksmiths' Association

The "In-House Locksmith" Association

<http://www.ilanational.org>

Membership Application



Personal Information		
Last Name:	First Name:	Middle Name/Initial:
Nickname:	DOB:	SSN: <i>must supply if requested see Note*</i>
Home Address:		
City:	State:	Zip:
Home Phone:	E-mail:	
Business Information		
Work Organization:		
Job Title:	Certification(s):	
Work Address:		
City:	State:	Zip:
Work Phone:	Work E-mail:	
Immediate Supervisor:	Contact Phone:	
Mail Preference: Please send all correspondence to my: <input type="checkbox"/> Home <input type="checkbox"/> Business		
Reference Information (Non-relative)		
Last Name:	First Name:	Contact Phone:
Work Organization:	Job Title:	
Signature:		
Sponsor Information		
Last Name:	First Name:	ILA Member No.:
Work Organization:		
Job Title:	Contact Phone:	
How long have you known your sponsor?		
Other Locksmith / Security Organization Membership Information		
Organization:	Member No.:	
Organization:	Member No.:	
Have you ever been convicted of a felony? <input type="checkbox"/> No <input type="checkbox"/> Yes (If yes, provide details on the reverse.)		
Membership Classification (Please check one)		
<input type="checkbox"/> Regular	(Two or more years as a locksmith)	\$ 50.00 per year
<input type="checkbox"/> Junior/Student	(Less than two years as a locksmith)	\$ 50.00 per year
Membership Fee: (Please fill in amount from above)		\$
Non-Refundable Application Fee:		\$ 20.00
Make check payable to: Institutional Locksmiths' Association	Total Amount Enclosed (Do Not Send Cash)	\$
<p>I voluntarily give the Institutional Locksmiths' Association permission to conduct a thorough background investigation for the exclusive purpose of determining my eligibility for membership. Accordingly, I authorize and instruct any person contacted, including police, regulatory or other agency, to furnish any and all information concerning the above, and within the constraints of law and public policy, to authorized representatives of the Institutional Locksmiths' Association for said purpose. Furthermore, I understand that providing false information may result in termination of membership.</p> <p><i>*The Institutional Locksmiths' Association may request an applicant or member to provide their Social Security number at any time with regard to the above statement. Failure to provide a Social Security number may result in termination of membership.</i></p>		<p>Send form and payment to: ILA Conference PO Box 333 Lisle, IL 60532-0333</p>
Applicant's Signature:		Date:
For ILA Use Only:		<i>January 2010 version 1.0</i>

Welcome to our 2010 ILA Educational Conference

The ILA is a non-profit corporation (26 years - since 1983) that consists of locksmiths, carpenters, and building engineers employed by and/or working for colleges, universities, hotels, casinos, companies, institutions, and government facilities involved in installations, servicing, maintenance, specifying, and / or recommending of security and life safety hardware. We are dedicated to increasing our professionalism for the benefit of our institutions through:

Education

Communication

Cooperation

Certification

What's included with your low-cost registration fee?

The three-day Educational Package includes the Tuesday night Welcome Social, three days of classes of your choice, continental breakfast and lunch daily, admission to the product displays inside all class rooms and the Special Exhibitor Display Room, and the Friday night Pizza Party Social.

Attendees taking single classes or two half-day classes on the same day, receive continental breakfast and lunch on those days, admission to the product displays inside all class rooms and Special Display Room.

Attendees taking a single half-day class receive admission to the product displays inside all class rooms and Special Exhibitor Display Room.

Who should attend this conference and trade show?

All locksmiths or personnel who work on security hardware for institutions. All institutional locksmithing trainees or apprentices.

Why you should attend this year's conference and trade show.

This is your opportunity to save your institution money, while improving your knowledge of building hardware requirements and servicing, at the most reasonable price anywhere, and to share experiences and techniques with your peers.

Kurt Kloeckner, CJIL, TCPL; ILA Conference Committee Chairman; email to brotherkeyman@clear.net

**ILA Conference
P.O. Box 333
Lisle, IL. 60532-0333**

ILA 2010 Educational Conference adds NEW Class to Thursdays Educational Schedule

Mul-T-Lock New Platforms and Technologies

Instructor: Roy Miller, CPL

This class will offer students hands on introduction to Mul-T- Lock’s newest platforms and products including: **KC5**-a state of the art semi automatic self calibrating key cutting machine designed to service all the Mul-T-Lock platforms (patented until 2025). **MT5+**-Mul-T- Lock’s newest long life patented product platform that incorporates 3 independent locking elements, telescopic pins, side locking bar with finger pins, and spring activated free moving alpha spring. **Integrator and 7 X 7**-integrator offers key control with patent (until 2024). class will introduce new advances in CLIQ electromechanical technology, including MT5+CLIQ and CLIQ Remote (wirelessly programmable). The WatchLock a (GPS enabled padlock) will also be introduced.

Thursday Oct. 7, 2010	Class	Instructor	Location
8:00 am – 5:00 pm 8 Hour Class	Mul-T-Lock New Platforms/Technologies	Roy Miller, CPL	Carpenter Training Center (CTC) Class Room #

Name: _____ Certifications: _____

Address: _____ ILA Membership #: _____

City: _____ State: _____ Zip: _____ Country: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ E-mail: _____

Company/Institution: _____ Years in the Industry: _____

Department: _____ Title: _____

Form of Payment:

Check payable to: ILA Check Number: _____ Total Amount: _____

Charge Card

MasterCard 

Visa 

Discover Card 

Card Information:

First: _____ Last: _____

Address: _____ Apt/Suite: _____

City: _____ State/Province: _____ Zip Code: _____

Phone #: _____ E-mail Address: _____

Account Number: _____ 3 Digit Security Code: _____

Amount: _____ Expiration Date (MM/YY): _____

(For Institutions) Tax ID #: _____

Please submit this form with payment to the ILA by **August 31, 2010** at ILA Conference, P.O. Box 333, Lisle, IL. 60532-0333

ILA 2010 Educational Conference Registration

Special Three Day Educational Pricing Packages:

- | | | |
|---|--|----------------|
| <input type="checkbox"/> LA Member Early Registration received before 8/31/2010 Deadline | Three-day package includes Wednesday, Thursday, & Friday continental breakfast and lunch | \$150.00 _____ |
| <input type="checkbox"/> LA Member Late Registration received after 8/31/2010 Deadline | | \$175.00 _____ |
| <input type="checkbox"/> Non-Member Early Registration received before 8/31/2010 Deadline | | \$200.00 _____ |
| <input type="checkbox"/> Non-Member Late Registration received after 8/31/2010 Deadline | | \$225.00 _____ |

Individual Class Pricing (Full Day 8 Hours):

- | | | |
|---|---|-------------------------------|
| <input type="checkbox"/> ILA Member Early Registration received before 8/31/2010 Deadline | Full-day package includes the individual day(s) continental breakfast and lunch | \$75.00 each x _____ = _____ |
| <input type="checkbox"/> ILA Member Late Registration received after 8/31/2010 Deadline | | \$100.00 each x _____ = _____ |
| <input type="checkbox"/> Non-Member Early Registration received before 8/31/2010 Deadline | | \$100.00 each x _____ = _____ |
| <input type="checkbox"/> Non-Member Late Registration received after 8/31/2010 Deadline | | |

Individual Class Pricing (Half Day 4 Hours):

- | | | |
|---|--|-------------------------------|
| <input type="checkbox"/> ILA Member Early Registration received before 8/31/2010 Deadline | Half-day package includes continental breakfast but no lunch | \$50.00 each x _____ = _____ |
| <input type="checkbox"/> ILA Member Late Registration received after 8/31/2010 Deadline | | \$75.00 each x _____ = _____ |
| <input type="checkbox"/> Non-Member Early Registration received before 8/31/2010 Deadline | | \$75.00 each x _____ = _____ |
| <input type="checkbox"/> Non-Member Late registration received after 8/31/2010 Deadline | | \$100.00 each x _____ = _____ |
| <input type="checkbox"/> ILA Member or Non-Member Lunch (for single half day class) | | \$15.00 each x _____ = _____ |

Class Choices (Please check all that apply)

	Class Name	Time	Class Requirements
Wednesday October 6, 2010	<input type="checkbox"/> Print Reading/Hardware Schedules	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Power Operator Installations/Serviceing	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Basic Master Keying	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Understanding BHMA/ANSI Product Standards	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Fire Door inspections/Requirements	1pm-5pm (4 Hrs.)	\$40.00 Manual
	<input type="checkbox"/> Basic Safe Combination Changing	1pm-5pm (4 Hrs.)	
	<input type="checkbox"/> Door Closer Installation/Maintenance	1pm-5pm (4Hrs.)	
	<input type="checkbox"/> How to Integrate SimpleK to your Existing Systems	8am-5pm (8 Hrs.)	Laptops
	<input type="checkbox"/> Special Display Room	8am-5pm (8Hrs.)	
Thursday October 7, 2010	<input type="checkbox"/> DETEX Low Power Operator Installation/Serviceing	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Key Control	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Marks USA Biometrics 101/175 BIO	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> DETEX Electrified Hardware Installation/Serviceing	1pm-5pm (4 Hrs.)	
	<input type="checkbox"/> History of Locks	1pm-5pm (4 Hrs.)	
	<input type="checkbox"/> Basic Locksmithing	8am-5pm (8 Hrs.)	
	<input type="checkbox"/> OSHA 10 Hour General Industry (Part 1& 2 Mandatory)	8am-5pm (8 Hrs.)	\$50.00 Manual
	<input type="checkbox"/> MEDECO 3 Certification	8am-5pm (8 Hrs.)	
	<input type="checkbox"/> Mul-T-Lock New Platforms and Technologies	8am-5pm (8 Hrs.)	
<input type="checkbox"/> Special Display Room	8am-5pm (8 Hrs.)		
Friday October 8, 2010	<input type="checkbox"/> R2 Hinge Installation/Serviceing	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> Hafele Future of Access Control	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> ASSA/ABLOY KeyWizard Software Workshop	8am-12pm (4 Hrs.)	Laptops
	<input type="checkbox"/> Detention Hardware	8am-12pm (4 Hrs.)	
	<input type="checkbox"/> OSHA 10 Hour General Industry (Part 1 & 2 Mandatory)	8am-12pm (4 Hrs.)	Manual
	<input type="checkbox"/> Special Display Room	8am-5pm (8 Hrs.)	
	SPECIAL EVENTS		
	<input type="checkbox"/> ILCP Exams (CIL, CPIL, CMIL)		1:00pm-5:30pm (4 ½ hrs.)
	<input type="checkbox"/> ILA General Membership Meeting (Members Only)		6:00pm-7:30pm (1 ½ Hrs.)
	<input type="checkbox"/> Pizza Party Social (for all attendees)		7:30pm-10:00pm (2 ½ Hrs.)

Please submit this form with payment to the ILA by August 31, 2010 at ILA Conference, P.O. Box 333, Lisle, IL. 60532-0333