Meets Federal Specification FF-P-110

8077 Exposed Shackle Padlock

8077 — Green Dial
8077A — Green Dial
8077AB — Green Dial
8077AC — Black Dial
8077AD — Black Dial

Warranty

This lock is guaranteed to be free of defects in materials and workmanship for a period of one year. We will repair or replace, at our option, any lock which proves to be defective within the one year warranty period, providing it is returned to our factory. Contact S&G for a Return Goods Authorization (RGA) or technical assistance at 859-885-9411, or FAX S&G at 800-634-4843.

All new 8077 locks are shipped from the factory set to a single combination number of 25. A new combination should be set before the lock is used.

Before attempting to operate the lock, study the illustrations and familiarize yourself with the names of the various parts of the padlock. Before attempting to change the combination, you should be thoroughly familiar with the opening procedure. When opening the lock or changing the combination, care should be taken to very precisely align the numbers of the combination and the index. Failure to do this could cause difficulties in opening the lock.

For additional dialing tips, visit S&G’s website, at: www.sargentandgreenleaf.com

Opening Procedure

1. If the lock is set to the factory shipping combination, you should try the combination number of the factory setting.
2. The lock is set to a new combination number of a combination padlock, the dial must be turned in the same direction to ensure the alphabetical revolution continues. Before attempting to open the lock, the dial must be turned in the direction the lock is set.

Figure A

Opening Index
Changing Index
Shackle
Figure B

Note: If the lock fails to open.

Opening Index
Changing Index
Shackle

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CHANGING PROCEDURE

1. Using the existing combination, open the lock as described in the OPENING PROCEDURE.

2. Use the screwdriver end of the change key (Figure B) to turn the cover locking screw (Figure C) clockwise until it comes to a complete stop.

3. Remove the padlock’s rear cover plate by sliding it upward.

4. Turn the padlock’s cover locking screw counterclockwise, backing it out of the lock body as far as possible. It does not have a positive stop.

5. Close the shackle.

6. Cover the opening index mark with a small piece of tape or your thumb to prevent the possibility of dialing the numbers to the opening index.

7. Dial the existing combination to the changing index. All numbers of the combination, including the last turn to zero, are used in the combination changing procedure.

A. If the lock is new and just being put into service, the single number 25 is the combination. Turn the dial left (counterclockwise) until 25 aligns with the changing index the fourth time. Turn the dial right (clockwise) one-half revolution, stopping when zero is aligned with the changing index the first time.

B. If the lock is set on any other combination, use the same procedure given for opening the lock, but dial the numbers to the changing index.

8. Use the elbow of the change key (Figure B) to turn the key hole screw on the back of the lock (Figure C) clockwise to the open position. If it will not turn, repeat the procedure in step 7.

9. Insert the change key (tip first) into the change key hole in the back of the lock. The change key is properly seated when the tab on the key is fully inside the lock. Turn the key clockwise one-quarter turn.

10. Set the new combination as follows:
   A. Turn the dial left until the first number of the new combination aligns with the changing index the fourth time.
   B. Turn the dial right until the second number of the new combination aligns with the changing index the third time.
   C. Turn the dial left until the third number of the new combination aligns with the changing index the second time.
   D. Turn the dial clockwise until zero aligns with the changing index the first time.

11. Once the new combination is set and zero is aligned with the changing index, turn the change key and remove. Do not turn the key hole screw at this time.

12. Slide the rear cover into place.

13. If the key hole screw will not turn, turn the dial left (counterclockwise) until it comes to a complete stop. Replace the key hole screw in the open position, the combination is changed. The combination is then returned to the closed position. The combination is now complete.

14. Remove the tape or your thumb from the opening index.

15. Dial the new combination to the opening index following the steps in the OPENING PROCEDURE. The combination is then returned to the closed position. The combination is now complete.

16. Turn the cover locking screw clockwise until it comes to a complete stop.

17. Slide the rear cover into place.

18. After any combination change, it is advisable to operate the lock at least three times before putting it into service.

Note: To ensure you have correctly set the combination, you should once again set the combination, then open the lock. If the lock opens easily, then the combination has been set correctly. Do not pull on the shackle.

PROCEDURE

1. Using the existing combination, open the lock.

2. Use the screwdriver end of the change key (Figure B) to turn the key hole screw on the back of the lock (Figure C) clockwise to the open position. If it will not turn, repeat the procedure in step 7.

3. Slide the rear cover into place.

4. Turn the padlock’s cover locking screw counterclockwise as far as possible.

5. Close the shackle.

6. Cover the opening index mark with a small piece of tape or your thumb.

7. Dial the existing combination to the changing index.

8. Insert the key from step 7 into the new change key hole.

9. Turn the dial left until the first number of the new combination aligns with the changing index the fourth time.

10. Turn the dial right until the second number of the new combination aligns with the changing index the third time.

11. Turn the dial left until the third number of the new combination aligns with the changing index the second time.

12. Turn the dial clockwise until zero aligns with the changing index the first time.

13. Once the new combination is set and zero is aligned with the changing index, turn the change key and remove. Do not pull on the shackle.

14. Slide the rear cover into place.

15. Turn the cover locking screw clockwise until it comes to a complete stop.

16. Slide the rear cover into place.

17. Turn the cover locking screw counterclockwise as far as possible. Close the shackle.

18. After any combination change, it is advisable to operate the lock at least three times before putting it into service.
A lost combination for an 8077 padlock can be recovered if the following conditions exist:

1. The cover is removed from the padlock.
2. The shutter control screw is rotated so the change key hole is open and not blocked by the change key hole shutter (see Figure 1).

If either of these two conditions is not met, the lock should be discarded and replaced with a new 8077. Combination recovery techniques which involve drilling holes or removing the inside cover are not acceptable. The 8077 is designed to show evidence of forced entry, so any procedure which leaves marks or holes — even though they may be repaired — is not allowed. Repair parts are not available from S&G for any version of the 8077 padlock.

**Figure 1**

SHACKLE IS CLOSED

SHUTTER CONTROL SCREW SLOT ALIGNS WITH "OPEN"

CHANGE KEY HOLE IS OPEN

A standard 8077 change key and a special reset key (Figure 2) are required to perform the combination recovery procedure.

**Figure 2**

END B

STANDARD CHANGE KEY #8077-043-001

END A

8077 RESET KEY #8088-043-002

**PROCEDURE**

- **Step 1** — Insert end A of the reset key through the change key hole, and keep the tip of the key in contact with the #3 wheel as you slowly rotate the padlock dial counterclockwise.

- **Step 2** — When the change key opening in the wheel passes underneath the tip of the reset key, the key will move into the lock until the first depth mark is just barely outside the lock body (Figure 3).

  **Figure 3**

  BACK OF PADLOCK

  \[ \text{FIRST DEPTH MARK} \]

- **Step 3** — Turn the reset key clockwise ninety degrees. You should feel a slight release of tension in the wheel mechanism. Again rotate the padlock dial counterclockwise.

  Note: If the dial will not move more than a number or two, the tip of the reset key is not in the change key opening of the wheel. If this happens, pull the key out of the lock just until you can move the dial counterclockwise, then apply light inward pressure on the key as you continue to rotate the dial counterclockwise. Pick up the procedure at Step 2.

- **Step 4** — When the change key opening in the #2 wheel passes underneath the tip of the change key, the key will move into the lock until the second depth mark is just barely outside the lock body.

- **Step 5** — Turn the reset key clockwise ninety degrees. You should feel a slight release of tension in the wheel mechanism. Again rotate the padlock dial counterclockwise.

  Note: If the dial will not move more than a number or two, the tip of the reset key is not in the change key opening of the 2 wheel. If this happens, pull the key out of the lock just far enough to allow you to rotate the dial counterclockwise. Pick up the procedure at Step 4.

(continued on the reverse side)
• Step 6 – When the change key opening in the #1 wheel passes underneath the tip of the change key, the key will move into the lock until the change key rib is just barely outside the lock body.

• Step 7 – Turn the reset key clockwise ninety degrees. You should feel a slight release of tension in the wheel mechanism. Again rotate the padlock dial counterclockwise.

Note: If the dial will not move more than a number or two, the tip of the reset key is not in the change key opening of the #1 wheel. If this happens, pull the key out of the lock just far enough to allow you to rotate the dial counterclockwise. Pick up the procedure at Step 6.

• Step 8 – Carefully remove the reset key from the padlock. It may be necessary to wiggle the key slightly to withdraw it. Avoid moving the dial during this step.

• Step 9 – Insert end B of the reset key (Figure 4) through the padlock’s change key hole until the rib of the key is just outside the padlock (Figure 5). It may be necessary to wiggle the key slightly to insert it fully into the lock.

• Step 10 – With the reset key in the padlock, turn the dial left (counterclockwise) until “25” aligns with the changing index (Figure 7) the fourth time.

• Step 11 – Turn the change key ninety degrees counterclockwise, and pull it straight out of the padlock. Do not turn the key as it is being withdrawn, and make sure the dial does not move off “25.” As soon as the reset key is withdrawn, insert the standard change key (tip first) into the padlock’s change key hole. The standard change key is properly seated when the tab on the key is fully inside the lock (Figure 6). Turn the key clockwise one-quarter turn.

• Step 12 – Set the new combination as follows:

A. Turn the dial left until the first number of the new combination aligns with the changing index the fourth time.

B. Turn the dial right until the second number of the new combination aligns with the changing index the third time.

C. Turn the dial left until the third number of the new combination aligns with the changing index the second time.

D. Turn the dial clockwise until zero aligns with the changing index the first time.

• Step 13 – Once the new combination is set and zero is aligned with the changing index, turn the change key counterclockwise ninety degrees and remove. Do not turn the shutter control screw.

NOTE: To insure you have correctly set the combination, you should once again completely redial the new combination as directed in Step 12. Re-insert the change key fully into the lock, but do not turn. If the key will fully insert, it simply means you have set the combination correctly.

• Step 14 – Remove the change key and again dial the new combination (including the final turn right to zero) to the changing index. Using the change key elbow, turn the shutter control screw to the closed position.

• Step 15 – If the shutter control screw will not return to the closed position, the combination has been incorrectly dialed. Redial the combination to the changing index and try again.

• Step 16 – Dial the new combination to the opening index following the steps under OPENING PROCEDURE in the standard 8077 PADLOCK OPERATING INSTRUCTIONS (document 630-159), and pull on the shackle sharply to open the lock.

• Step 17 – Turn the cover locking screw clockwise until it comes to a complete stop.

• Step 18 – Slide the rear cover into place.

• Step 19 – Turn the cover locking screw counterclockwise as far as possible. Close the shackle.

• Step 20 – After any combination number change, it is advisable to operate the lock at least three times before putting it into use.