

Panic Alarms

This policy is applicable to all members of the University community and establishes University guidelines for panic/duress alarm installation and usage on University sites with a law enforcement presence 24 hours a day. Sites without a law enforcement presence may utilize the same alarm monitoring company the fire alarms are using.

STATEMENT:

The University utilizes panic alarms in areas meeting a defined criteria to allow community members to contact the Florida University Police Department (FIUPD) via silent alarm. Those areas authorized panic alarm installations must meet the defined criteria, participate in quarterly testing, annual training, and bi-annual review of conditions resulting in the installation. Activation of a panic alarm requires a law enforcement response. Unarmed, non-sworn personnel will not be dispatched.

DEFINITIONS:

Panic Alarm: A device installed in a concealed location that notifies the FIUPD of a silent alarm activation on the central monitoring station.

PROCEDURES:

A. Approval:

Departments wishing to install panic alarms will submit a request to the University Police Chief through a [web form](#). The form will be reviewed by the University Police Chief or designee based on criteria contained in this policy. Once approved, the Information Technology Manager (ITM) will provide the requestor a quote for equipment installation. All costs associated with installation and maintenance are the responsibility of the requesting department.

Criteria for Consideration include but are not limited to:

- Must be based upon objective threat assessment:
 - Drug dispensing
 - Mental health counseling
 - High volume cash collection points
- High Profile Threat Locations
 - President's Office
 - Provost's Office
 - Dean of Students' Office
- Isolated, after hours operations with significant public contact
- Previous incidents of actual acts of violence

High traffic areas do not automatically qualify for a Panic Alarm absent additional threat assessment factors. There are multiple locations on campus that have a potential for students, parents, or visitors complaints, and are not isolated from staff and may not meet the criteria for a Panic Alarm absent additional threat assessments.

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B. Installation:

ITM will select the panic button equipment and install it in a location that is not susceptible to being triggered accidentally while readily accessible to the user.

C. Activation:

A user in immediate duress that would not be able to otherwise call 9-1-1 due to imminent physical harm, will activate the panic button, triggering an emergency response by University Police. As soon as it is safe to do so, the activating party or another university member should call 9-1-1 to update FIUPD with key information. The calling party should remain on the line with the Police Communications Operator (PCO) and provide all requested information.

D. False Activation:

In the event of an accidental activation, the user shall notify FIUPD immediately so the proper response can be determined. Activation of the panic alarm (unscheduled testing) to see/determine what type of response the officers have is prohibited.

E. Testing:

ITM will coordinate with the end user to schedule the testing with FIUPD. The alarm will be activated and received in the Communications Section. Frequency of testing will be set by FIUPD.

F. Review:

Every two years, the Police Chief (or designee) shall review all of the currently installed panic buttons and determine if all still meet the criteria. If the criteria is not met, a letter shall be sent to the Dean/Director giving notice the equipment will be disconnected and removed from service. The removal will be coordinated with the ITM

G. Training:

Training will be provided to the end user and the department supervisor in writing or verbally by the ITM.