

Fort Knox Fire and Communications Inc.

Date: December 13, 2016

Technician: Jesus

UUSP Members Present:

Paul Burnore, Jack Donovan, Jeri Huempfer-Gatz, Tee Taylor, Kevin Wamboldt (briefly)

Problem:

11:10 a.m. Fire Alarm goes off throughout building. Jeri calls the fire department.

Culprit: Balloons against the fire alarm sensor in Gilmour Hall.

Fire Department came in and found no problems – removed balloons

WHEN THE FULL FIRE ALARM SYSTEM IS GOING OFF (LIGHTS FLASHING, SIRENS IN ALL ROOMS)

If Fire alarm goes off - **DO NOT SILENCE**

WAIT until Fire Department comes in **FIRST**; otherwise \$500 for first offense

AFTER fire department says it is OK, then silence alarm by doing the following:

- Use **Key** to **Enable** system
- **HOLD RESET** button for **3 seconds** for system to reset
- System will reboot itself
- Report incident on Report Sheet

JUST WHINING SOUND ONLY (FROM THE BLACK BOX IN THE OFFICE AREA)

- Use **Key** to enable
- Touch **SILENCE** Button
- Report incident on Report Sheet

MENU:

To Change Date and Time:

Security 1 Level: 111111

To View Log of Incidents:

Security 2 Level: 222222