

UPPER MERION TOWNSHIP POLICE DEPARTMENT
POLICY AND PROCEDURE

No. 130

Supersedes: 2-87-41.2.91.0

Effective: January 1, 2008

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Date: December 16, 1987

ALARM RESPONSE

- I. **PURPOSE:** To establish a course of action for Upper Merion Township police officers to follow in response to various types of alarm activations.

- II. **POLICY:** The Upper Merion Township Police Department will respond to alarm activations safely and as expeditiously as necessary taking into consideration the type of alarm activation, the time of day and the existing highway and weather conditions.

- III. **DEFINITIONS:**
 - A. **SECURITY ALARM:** An alarm normally associated with unoccupied industrial, residential, commercial or institutional buildings. The alarm system is designed to prevent unauthorized entry into a secure structure or specific area within the structure. The alarm is activated automatically by various means and may emit a visual and/or audible signal.

 - B. **HOLDUP ALARM:** This type of alarm is associated with banks, hotels, motels, retail establishments, jewelry stores, or other similar occupied locations. The alarm is normally activated manually from inside the location and is usually silent.

 - C. **SCHOOL PANIC ALARM:** This type of alarm is associated with all schools in Upper Merion Township. The alarm consists of a push button key fob and a transmitter which are mounted in the front office of each school building. The key fob may be removed from its mounting and carried by school district personnel, but must be activated within 250 feet of the transmitter. When activated, the transmitter sends a silent signal to the Montgomery County Emergency Dispatch Center.

 - D. **FIRE ALARM:** This type of alarm is automatically activated by heat, smoke or sprinkler system discharge. It usually emits visual and/or audible signals.

- E. **PANIC ALARM/MEDICAL ASSISTANCE ALARM:** This type of alarm is activated manually by individuals requiring immediate assistance or medical attention. It may be silent, visual and/or audible.
- F. **MOBILE SECURITY DEVICES:** This type of alarm, which is used for the purpose of personal safety and/or asset protection, transmits requests for assistance to a monitoring center. They may be hand-held, worn on clothing, or installed in a vehicle.
- G. **EMERGENCY RESPONSE:** Officers shall respond immediately to or near the scene of the alarm activation. The use of audible and visual emergency signals may be necessary in compliance with Section 3105 of the Pennsylvania Motor Vehicle Code.
- H. **NONEMERGENCY RESPONSE:** Officers shall respond in a non-emergency manner to the site of the alarm, while obeying all requirements of the Pennsylvania Motor Vehicle Code. If additional information is received to verify the alarm activation as a possible crime in progress, an emergency response is permissible.

IV. **RESPONSE:**

A. **SECURITY ALARMS:**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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D. **FIRE ALARMS:**

1. An **EMERGENCY** response to Fire Alarms in potentially occupied buildings or structures is authorized; however, the response should be modified to correspond with any additional information as it becomes available.

E. **MEDICAL EMERGENCY:**

1. Officers may respond to a Medical Emergency Alarm as an **EMERGENCY**.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

V. **NOTIFICATION PROCEDURES:**

- A. The person in charge or owners of all known locations in Upper Merion Township equipped with holdup alarm systems will be notified in person by a member of the police department concerning the alarm response procedures contained in this policy. They will be advised of the actions required of them to comply with the procedures and to provide a list of names of persons to be asked for in the event of an alarm activation. The records section shall keep an up-to-date Business File containing the names of persons to be contacted.

VI. ALARM VIOLATION NOTICES:

- A. False alarms shall be recorded in the disposition field of the records management data base. Alarm Violation Notices shall be issued by the records section in compliance with the Upper Merion Township Alarm Ordinance. Officers shall issue citations for failure to comply the Upper Merion Township Alarm Ordinance in a timely manner when notice of non-compliance is received.

APPROVED: _____

DATE: _____

APPROVED: _____

DATE: _____

TO BE REVIEWED: ANNUALLY

DISTRIBUTION: All police officers
All police dispatchers
Township Manager
File