

ILLINOIS STATE POLICE DIRECTIVE OPS-041, ALARM SYSTEMS

RESCINDS: OPS-041, 2012-018, revised 03-20-2012.	REVISED: 05-15-2015 2015-044
RELATED DOCUMENTS: None	RELATED CALEA STANDARDS: 81.2.3

I. POLICY

The Illinois State Police (ISP) will deny all requests, except as authorized by this directive, to connect commercial or private residential alarm systems to department facilities and maintain records and control usage of direct dial telephone alarm systems.

II. PROCEDURES

II.A. Any ISP facility commander or manager who receives a request to attach a commercial or a private residential alarm system to a Department facility will evaluate each request to determine its merit. If unusual or compelling circumstances exist indicating a high level of security is necessary to protect the requestor, proof of such need must be forwarded through the chain-of-command to the Logistics Bureau, Division of Administration, for appropriate handling.

II.B. Facility commanders or managers will:

II.B.1. Initiate and maintain a written plan for answering direct dial alarm calls.

II.B.2. Maintain records of known direct dial alarm systems programmed to call their facilities, including:

II.B.2.a. The company responsible for the alarm system

II.B.2.b. The person(s) in whose facility the alarm system is installed

II.B.2.c. An accurate location of the alarm system within the facility

II.B.2.d. Specific directions to the facility in which the alarm system is located

II.B.2.e. All calls initiated by each alarm system

II.B.2.f. Any false alarms or associated problems

II.B.2.g. A 24-hour contact telephone number of a key-holder, and an alternate, able to respond to alarm calls

II.B.3. Review the records of direct dial initiated telephone alarm system calls on a quarterly basis.

II.C. A facility commander or manager who determines that a direct dial alarm system is creating a nuisance/abuse (generally more than one false alarm per month) will take appropriate steps to correct the situation that may include:

II.C.1. Contacting the Illinois State Police Logistics Bureau to report the issues with the system.

II.C.2. Documenting the nuisance/abuse and request through the Logistics Bureau that the telephone company disconnect the alarm system from the ISP facility.

II.D. Personnel will not encourage or solicit for a direct dial telephone alarm system to be connected to a department facility.

| Indicates new or revised items.

-End of Directive-