



ELECTRONIC MONITORING SYSTEM



OFFICER DURESS UNIT (ODU) INSTALLATION AND OPERATIONAL GUIDE

July 2005

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TABLE OF CONTENTS

<u>Section</u>	<u>Page</u>
1 INTRODUCTION.....	1-1
1.1.1 Parts of the Offender Duress Unit.....	1-1
1.2 ACTIVATING THE OFFICER DURESS UNIT	1-2
1.2.1 Attaching the Officer Duress Unit.....	1-2
1.2.2 Activating the Man-down Detector	1-3
1.2.3 Manually Activating a Panic Alarm	1-4
1.2.4 Deactivating an Alarm.....	1-4
1.2.5 Changing the Officer Duress Unit to Silent Mode.....	1-4
1.3 TESTING THE OFFICER DURESS UNIT	1-5
1.4 CHARGING THE OFFICER DURESS UNIT	1-5
2 FCC NOTICES.....	2-6

1 Introduction

The Elmo-Tech TRaCE system is a multi-featured electronic monitoring system designed to locate, identify and observe moving people (inmates, security staff or guests) in a geographically limited area that can be used in various types of correctional facilities and their surrounding areas. The Officer Duress Unit (ODU) is one of the many unique elements of this system.

The Officer Duress Unit is a small, lightweight, belt mounted device that is generally carried by the staff officer that can be used to audio-visually alert other officers' whenever the built-in distress button is pressed, if the device is pulled away from the officer's belt (lanyard), or if the officer is pushed down to the ground (man-down). The Officer Duress Unit also provides continuous monitoring of the officer's location.

1.1.1 Parts of the Offender Duress Unit

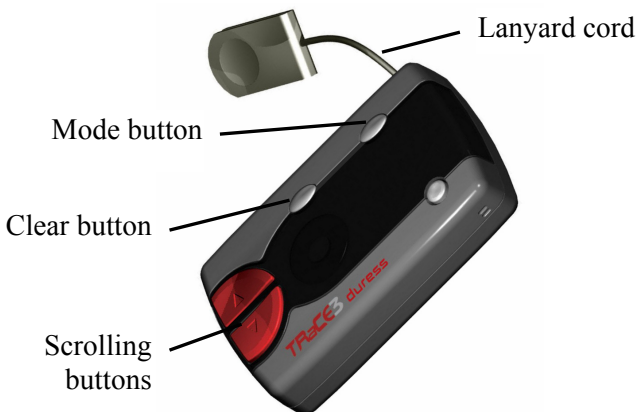


Figure 1-1 **Officer Duress Unit (ODU)**

1.2 Activating the Officer Duress Unit

The Officer Duress Unit is turned off by the manufacturer before shipment and must be activated before use.

To activate the Officer Duress Unit, press the Mode, Clear and both Scroll buttons in for a period of at least two (2) seconds. The LED will blink three (3) times in quick succession and three (3) short beeping sounds will be heard. The orange LED will blink. The Officer Duress Unit is now in standby mode.

In standby mode the Officer Duress Unit sends a transmission (every 20 seconds) to the monitoring system. This transmission is used by the monitoring system to verify location. If the lanyard cord is pulled out of its connection socket or any of the scrolling (panic) buttons are pressed, a strong audible alarm will be heard, the red LED will flash and an alarm message will be sent to the monitoring system.

Note that in standby mode the man-down detector is not yet active and can be activated during to the attachment of the Officer Duress Unit.

To deactivate the Officer Duress Unit, press the Mode, Clear and both Scroll buttons in for a period of at least two (2) seconds. One (1) long beeping sound will be heard. The Officer Duress Unit is deactivated.

1.2.1 Attaching the Officer Duress Unit

Generally the Officer Duress Unit is attached to the staff officer's belt, but can also be attached or placed inside a pouch.

To attach the Officer Duress Unit, clip the unit onto the belt or pouch using the attachment clip. The Officer Duress Unit must be in a vertical position with the scrolling buttons facing downwards. Connect the lanyard cord to

the belt or pouch ensuring that, if the Officer Duress Unit is pulled off the belt or pouch, the lanyard cord will remain attached.

1.2.2 Activating the Man-down Detector

Once you have attached the Officer Duress Unit, you can activate the man-down detector.

To activate the man-down detector, press the Mode button and any of the Scrolling buttons for at least two (2) seconds. The green LED will blink. The Officer Duress Unit is now in active mode.

In active mode the Officer Duress Unit sends a transmission (every 20 seconds) to the monitoring system. This transmission is used by the monitoring system to verify location. If the lanyard cord is pulled out of its connection socket, any of the scrolling buttons are pressed (panic), or if the man-down detector is activated and the Officer Duress Unit is tilted more than 60° from its vertical position (for more than 8 seconds) an audible alarm will be heard, the red LED will blink and an alarm message will be sent to the monitoring system.

If the Officer Duress Unit is tilted more than 60° from its vertical position (for more than 2 seconds) an audible buzzer will be heard and the green LED will blink. This indicates that the Officer Duress Unit is in warning mode. You have eight (8) seconds to return the Officer Duress Unit to active mode, before the unit automatically moves into alarm mode.

To return the Officer Duress Unit to active mode, return the Officer Duress Unit to its vertical position and press the Mode button in for two (2) seconds.

To deactivate the man-down detector, press the Mode button and any of the Scrolling buttons for at least two (2) seconds. The orange LED will blink. The Officer Duress Unit is now in standby mode.

1.2.3 Manually Activating a Panic Alarm

If the lanyard cord is pulled out of its connection socket or if the man-down detector is activated and the Officer Duress Unit is tilted more than 60° from its vertical position (for more than 8 seconds) an audible alarm will be heard, the red LED will blink and an alarm message will be sent to the monitoring system. The staff officer also has the capability to manually activate a panic alarm.

To manually activate a panic alarm, press any of the Scrolling buttons. An audible alarm will be heard, the red LED will blink and an alarm message will be sent to the monitoring system.

1.2.4 Deactivating an Alarm

Once an alarm is activated, you can use any of the following methods to deactivate the alarm:

To deactivate a lanyard alarm, return the lanyard cord to its connection socket and press the Mode, Clear, Scroll Down and then the Scroll Up buttons in quick succession (in less than 2 seconds).

To deactivate a panic alarm, press the Mode, Clear, Scroll Down and then the Scroll Up buttons in quick succession (in less than 2 seconds).

To deactivate a man-down alarm, return the Officer Duress Unit to its vertical position and press the Mode, Clear, Scroll Down and then the Scroll Up buttons in quick succession (in less than 2 seconds).

1.2.5 Changing the Officer Duress Unit to Silent Mode

The Officer Duress Unit has the capability to operate in audible mode (beep) or silent mode (vibrate).

To change the Officer Duress Unit to silent mode, press the Mode and Clear buttons in for at least two (2) seconds. Three (3) short vibrations will be felt.

To return the Officer Duress to audible mode, press the Mode and Clear buttons in for at least two (2) seconds. Three (3) audible beeping sounds will be heard.

1.3 Testing the Officer Duress Unit

The Officer Duress Unit has the capability to perform a self-test. This self-test can be used to check the performance of the unit.

To test the Officer Duress Unit, hold the Clear button down, press the Scroll Up button and then press the Scroll Down button. The following tests will occur:

- Green LED lights up
- Red LED lights up
- Orange LED lights up
- Unit vibrates
- Audible buzzer is activated

If all the above tests are performed, the Officer Duress Unit is operating correctly.

1.4 Charging the Officer Duress Unit

If the Officer Duress Unit is low on power, three (3) short audible beeping sounds will be heard and a battery low message will be sent to the monitoring system. In order to keep the Officer Duress Unit fully operational, the Officer Duress Unit should be charged at least once every twelve (12) hours.

To charge the Officer Duress Unit, plug the appropriate end of the supplied charging adapter into the wall power socket. Connect the small end of the charging adapter into the charging socket located on the Officer Duress Unit.

2 FCC Notices

This note is applicable to the American Officer Duress Unit (ODU)

NOTE - The Officer Duress Unit (ODU) complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

- (1) This device may not cause harmful interference, and
 - (2) This device must accept any interference received, including interference that may cause undesired operation.
-

This device has been tested and found to comply with the limits of the Class B digital device, pursuant to Part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This device generates, uses and can radiate radio frequency energy and, if installed and used in accordance with the instruction, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this device does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to correct the interference by one or more of the following measures

- Reorient or relocate the receiving antenna
- Increase the separation between the equipment and the receiver.
- Consult the dealer or an experienced radio/TV technician for help.

CAUTION – Any changes or modifications not expressly approved by the grantee of this device could void the user’s authority to operate the equipment.
