



Hong Kong Security Association

Code of Practice

Central Alarm Monitoring Stations

Correspondence Address: P. O. Box 98143, Tsimshatsui Post Office, Kowloon, Hong Kong.
Tel: 2960-1142 Fax: 2960-4262 E-mail: thehksa@netvigator.com
come visit our homepage <http://www.thehksa.com>



香港保安業協會
HONG KONG SECURITY ASSOCIATION

Incorporated with limited liability

CENTRAL ALARM MONITORING STATIONS CODE OF PRACTICE

Multiple Zone Activation

If more than one zone is activated at the same time or within 102 minutes, the CAM should advise the police 999 center accordingly and state "Verified Alarm by Multiple Zones". Other useful information such as location of the alarmed zone can also be given. Note: This related to CAM's customers who want the police to be called – some may not.

Keyholders – Minimum Numbers

All customers having system monitored by CAM's must have a minimum of three Keyholders.

Emergency Buttons Pressed

All EB's / Panic Buttons pressed from all type of premises should first be verified by the CAM by telephone call back to the site. If no contact, carry out usual Keyholder instructions.

Record Keeping

All CAM's will keep a log of all calls to the police on "Excel for Windows" and submit the report to the CPB by the 10th of the month for the preceding month. These reports are to be sent by mail comprising a hard copy and a floppy disk copy.

New Installations

All new installations – from the date for connection to the CAM – should have no calls to the police until after a seven day period is completed.

Open/Close Signal

If an alarm signal is received in conjunction with an Open/Close signal, the alarm must be verified before calling the police.

A/C and D/C failure

If A/C failure and D/C failure precede an alarm, CAM's will not call the police but Keyholders only.

100% Verification

Each and every time an alarm is activated and a request for Police action is desired the ARC is to verify by calling the site before calling the Police. The use of passwords is recommended.

Correspondence Address: P. O. Box 98143, Tsimshatsui Post Office, Kowloon, Hong Kong.
Tel: 2960-1142 Fax: 2960-4262 E-mail: thehksa@netvigator.com
come visit our homepage <http://www.thehksa.com>



香港保安業協會
HONG KONG SECURITY ASSOCIATION

Incorporated with limited liability

MINIMUM USER INSTRUCTIONS

PIN

Know your PIN - individual user code

BAS -- Entry Delay Time

Burglar Alarm Systems have Entry time delay – Must enter PIN user Code within that time.

BAS – Exist Time Delay

Burglar Alarm Systems have Exist Time Delay. After entering Pin User Code, please exit immediately

Windows and Doors check

Before leaving, check all windows & doors are closed and secure before turning on system.

False Alarm Reporting

Know you CAM telephone to report false alarm

Large animals – Alarm Zone

Contain large animals to unprotected area

Changes – Contact CAM

Know your open closes if any changes contact CAM

Reporting within 2 hours

Remember to call back CAMS to inform them of your arrival within two hours at site.

Correspondence Address: P. O. Box 98143, Tsimshatsui Post Office, Kowloon, Hong Kong.
Tel: 2960-1142 Fax: 2960-4262 E-mail: thehksa@netvigator.com
come visit our homepage <http://www.thehksa.com>