11.8 E11A – Video activation

Purpose
The E11A videos will be activated immediately a serious incident arises

Guideline
Video activation can be done by:
- Computer, or
- Button

Brown button under the security desk will activate the video recording immediately it is pressed

Videos can be turned off from either C1A or the E11A security desk Computer.

1. Click on actions, located in bottom right corner of the screen.
2. Click on Outputs.
3. Click on Output groups
4. Click on Camera One Alarm, Camera Two Alarm, Camera Three Alarm, and Camera Four Alarm.
5. Click on Turn Off
6. Click Close.

The video recorders are located in Room 143. If saving of recordings is not required, rewind the video tapes.

Contact Officer
Campus Security Manager

Date Approved
1 July 2012

Approval Authority
Director, Property

Related Policies, Procedures, Guidelines, Forms or Templates
Security Services Section – Standard Operating Procedures

Next Date of Review
1 July 2013