



RESEARCH LABORATORY FREEZER ALARM POLICY

Purpose

To ensure that research laboratory freezer alarm systems (freezer alarms) are functional and compatible with existing monitoring equipment, this policy establishes guidelines for all university departments relating to the request for and installation and operation of freezer alarms. The existence of this policy is not a guarantee that the University will always be able to respond to freezer alarms or be able to restore temperate conditions quickly enough to prevent damage.

Policy

Colleges and departments located on University property may request the installation of freezer alarms to protect sensitive, often irreplaceable, research from temperature damage. Only the freezer alarms installed by the UNC Chapel Hill Facilities Life Safety Electronics Shop are sanctioned by the University. All alarm systems are required to be enrolled in the preventative maintenance program.

Procedures

- I. Installation
 - A. Any system installed shall be compatible with and connected to the central station monitoring station, which is owned and maintained by UNC Facilities Services.
 - B. The Life Safety Electronics Shop of UNC Facilities Services will install the equipment.
 - C. The cost of installation is the responsibility of the college or department requesting the alarm system.
 - D. The alarm systems coordinator in the Life Safety Electronics Shop will verify the completion of installation and ensure the alarm system is functioning properly.
- II. System Maintenance
 - A. The cost of service, repair, and the preventative maintenance inspections conducted tri-annually are the responsibility of the college or department



owning the alarm system. Costs and annual charges will be assessed to the user to cover upgrade and maintenance of the central station receiver software and equipment located in the Department of Public Safety Telecommunications Center.

B. Colleges or departments that wish to have freezer alarms installed are required to participate in the Life Safety Electronics Shop preventative maintenance program to ensure system functionality. This program consists of three inspections per year which include:

1. Test for proper system operation
2. System Back-up battery inspection
3. System communications inspection
4. Audit of emergency personnel notification data

III. Alarm Response

A. Department of Public Safety police response to freezer alarms will be in accordance with Department of Public Safety General Orders. These policies are available by contacting the UNC Chapel Hill Director of Public Safety.

B. It is the responsibility of the individual department to provide the Life Safety Electronics Shop with up-to-date contact information for all alarm systems. This information is required as soon as changes are made.

Contact for Questions Regarding Policy

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Document History

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