

Rapid Entry System KNOX BOX INFORMATION PACKET



Exeter Township Fire Department
Office of Fire Codes



RAPID ENTRY EQUIPMENT INSTALLATIONS

When Required

Approved rapid entry equipment shall be installed in an accessible area for any of the following situations:

- Any building equipped with a monitored fire protection (suppression and/or detection) system
- When access to or within a structure or area is unduly difficult because of secured openings
- Where immediate access is necessary for life saving or fire fighting (i.e., locked apartment buildings)

Approved Type

Key lock boxes and similar products manufactured by the Knox™ Company are the only type approved by the Exeter Township Fire Department. All Knox™ products shall be ordered directly through the Office of Fire Codes.

The Knox Company's products also include boxes with tamper switches for those buildings equipped with alarm systems. This switch can be tied into the alarm system that will identify when the Knox™ Box is opened thereby providing more security. Tamperers are NOT REQUIRED.

NOTE: Knox™ residential-type boxes are not allowed on commercial properties.

Required Keys



Two (2) sets of labeled keys shall be provided for installation within the Knox™ Box. Each set shall be on key rings to keep them together. Due to the limited space, too many keys can affect the lock's operation. Keys shall be limited to six (6) to ten (10); depending on their size, (master keying is highly recommended). Examples of keys to be included:

- 1) Keys that will provide Fire Department emergency responders access to **ALL** areas of the building
- 2) Rooms with fire detection and/or fire suppression equipment
- 3) Keys required to operate the fire protection equipment
- 4) Elevator Keys for operation and door
- 5) When electronic locks are employed in any portion of a building, two copies of the appropriate codes and/or electronic key-cards
- 6) Fire Alarm panel, manual pull station boxes
- 7) Fire Meter Pit

The approved Knox Box for commercial structures shall be the KNOX-VAULT™ 4400

Key vaults protect building keys, access cards, and floor plans for commercial businesses, industrial properties, public buildings, and universities.

KNOX-VAULT™ - 4400 SERIES

Dimensions: Surface - 7"H x 7"W x 5"D

Recessed - 9-1/2"H x 9-1/2"W (flange) x 5"D

Weight: Approx. 29 lbs.

Options: UL listed alarm tamper switches that connect to building's security system. Recessed Mounting Kit for new concrete or masonry. Dual lock options.

Finish: Knox-Coat® proprietary coating system with 3 to 4 times longer protection than standard powder coat.

Colors: Dark bronze, black or aluminum.



Placement of the Key Box

The key box shall be installed at a location approved by the Exeter Township Fire Department (normally adjacent to the main entrance). The box shall be clearly visible and mounted in accordance with the manufacturer's recommendations. All models shall be installed between five (5) and six (6) feet above grade.

Marking the Building

The Office of Fire Codes requires a window decal on each exterior access door to alert fire fighters that a key box is provided. One is included when the Knox™ Box is shipped



Padlocks

In many situations, it is critical to restrict access across a driveway or roadway; however, these areas must also remain accessible to the Fire Department in case of an emergency. A Knox™ Padlock is required where a chain or manual gate is being utilized in this manner.

1. Shackle Size - Please verify the shackle size and that the links on the chain are large enough to allow the padlock shackle to pass through.

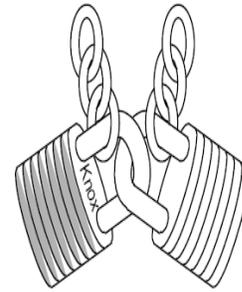


2. Utilize two padlocks - A standard lock and one manufactured by the Knox™ Company can be hooked together as indicated on the diagram below. This will allow access to both the owner (by unlocking the standard lock) and the Fire Department personnel (by unlocking the Knox™ lock).

APPROVED PADLOCK INSTALLATION

Knox
Knox™ Padlock Standard Padlock
(Keyed for Fire Department access)
(Keyed for owner's access)

APPROVED PADLOCK INSTALLATION



Knox™ Padlock
(Keyed for Fire Department access)

Standard Padlock
(Keyed for owner's access)

Override Switches

A Knox™ Key Switch is required on all electronic gates within the Township limits. It is the only application allowed for this use. They operate similar to any other type of electronic switch. An advantage of this device is that it allows us to keep the gate in the open position to allow other responding emergency vehicles access thus reducing response times.



KNOX® PADLOCK

Knox® padlocks secure equipment lockers, restricted utility areas, and fire access gates.

KNOX® ALL WEATHER PADLOCK

Dimensions: Model 3753 – 2-1/8" H, 3/8" diameter opening stainless steel shackle.

Finish: Brass body with EPDM rubber seal and body cover with stainless steel shackle and brass cylinder.

KNOX® INTERIOR LIGHT DUTY PADLOCK

Dimensions: Model 3754 – 2" H, 5/16" diameter opening, hardened steel shackle.

Finish: Steel body with hardened steel shackle.



Ordering Knox Equipment

Again, all Knox™ products shall be ordered directly through the Office of Fire Codes. Payment shall accompany the order form. The process is expedited when a credit card number is provided as the order can then be processed on the Internet. All equipment is delivered to the Fire Codes Office and the ordering party is notified of its arrival. Knox™ doors and padlocks will be maintained in the Fire Codes Office until such time that the equipment is locked.

Locking Knox Equipment

Lockup of Knox™ equipment is coordinated and completed by the Office of Fire Codes. Please allow two (2) days when calling for your appointment.

1. The box shall be installed in a location approved by the AHJ.
2. The box shall be mounted at a maximum height of (6) six feet from finished grade to the top of the box.
3. The box shall be attached securely to the building as per manufacturer's directions using through bolts.
4. The box MAY be supplied with a tamper switch, wired to a separate zone that will activate a supervisory signal if the box is tampered with.
(Option)
5. The box shall contain all keys and / or access codes that may be required to gain entry

into all locations within the building as well as emergency information. All keys and emergency information shall be kept current.

6. Some situations may require multiple boxes at different locations inside / outside the building.

Knox boxes shall be installed prior to scheduling a final inspection of a system or building.