

Emergency Phone Installation Manual



ON GUARD, INC.
EMERGENCY COMMUNICATIONS

Congratulations! On your purchase of our 911 Emergency Phone, you have received our new standard of excellence.

Items included:



Back Plate



Red Housing



Faceplate



Instruction Sign



Instruction Sign
Screws & washers



Red Housing
Screws & washers



Faceplate Screws

Installation instructions: Please read instructions in its entirety prior to installation.

Notice: We recommend that you check your American Disabilities Act (ADA) and State Health and Safety codes before installation to insure proper placement and city, county compliance.

1. Determine how your landline phone line or cellular transformer power line will be routed to the 911 phone. You have three options:
 - A. If line is to be routed from above the 911 phone, we recommend using ½” conduit fastened with at least two (2) clamps to protect line. Turn back plate so that sign mounts **below** your 911 phone.
 - B. If line is to be routed from below the 911 phone, we recommend using ½” conduit fastened with at least two (2) clamps to protect line. Turn back plate so that sign mounts **above** your 911 phone.
 - C. If line is to be routed through the structure into backside of 911 phone back plate, sign can be placed above or below your 911 phone; however, in most cases, below is preferred.
2. Installing back plate: Measure from the ground up to no more than 57” and place a mark. Position back plate’s top edge on mark, level unit and mark desired holes.
 - A. If line is being routed through structure into backside of 911 phone back plate, using the large hole in the center of the back plate mark the spot. Drill hole through structure and bring the line through the hole. It is important to drill the hole on the structure before attaching back plate, as you may require a larger opening than provided on back plate to pull out line. Next, fasten back plate to structure. Pull two (2) feet of line through back plate to attach to circuit board on faceplate.

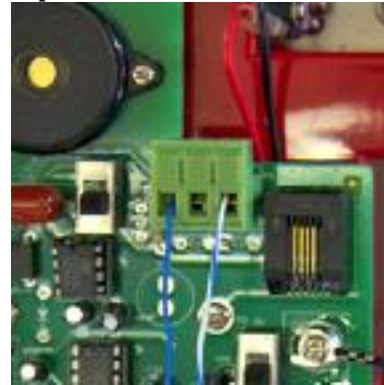
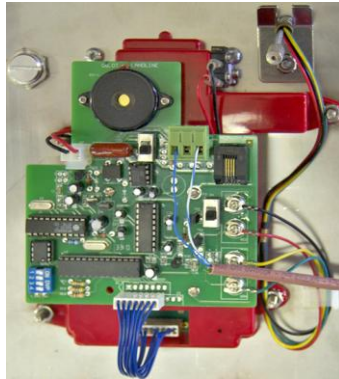
- B. If line is being routed from above or below 911 phone, the back plate should be fastened to the structure using proper ¼" fasteners. The conduit should be fastened to the structure overlapping the back plate to the large center hole. Pull two (2) feet of line through back plate to attach to circuit board on faceplate.
- 3. Installing Red Housing
 - A. Remove faceplate from the inside of red housing.
 - B. On the backside of the red housing, puncture plastic plug. Insert line through plastic plug, then fasten red housing to back plate using the four (4) housing screws and washers.
- 4. Installing Faceplate:
 - A. Remove ID card by loosening four (4) nuts and sliding out. Provide detailed location information with nonfading label maker providing address and the location of the pool (For example: 1234 Way St., Pool by Bldg. 5, City, State, Zip). Reinstall ID card with clear lens on top for ID card protection.

Attention: If you are installing a Cellular Emergency Phone

Go to Page 6 and continue with Cellular Pre-Recording Address Information

Otherwise proceed to Page 5 to complete your installation of your Landline Faceplate.

- B. Instructions for Landline Faceplate: (SEE PHOTOS BELOW) Remove insulation off the end of the two (2) wires exposing 3/8" of copper wire to deliver the dial tone. Fasten one to the left side and the other wire to the right side of the green removable dial tone adapter. After installing wires to the adapter, check for dial tone on the handset, then proceed with installing faceplate into red housing with the four (4) faceplate screws.



5. Installing Instruction Sign: Attach the instruction sign using the two (2) sign screws to the back plate.
6. Testing Your 911 "Landline" Emergency Phone: Dial 911. When an emergency operator answers verify the address identified on your ID card.

CELLULAR PRE-RECORDING ADDRESS INFORMATION & TESTING WHEN RECORDING PLAYS

- A. Insert SIM card into the SIM card slot located on bottom left corner of cellular circuit board.
- B. Make sure both antennas are pointing straight up, then tighten at the base.
 1. HANDSET **ON** HOOK – Standing by 911 Phone location, Plug in battery – The red power bulb on the bottom right corner of circuit board will light up – wait until the lower green bulbs quit flashing, Proceed to step # 2.
 2. HANDSET **OFF** HOOK – Hear a tone? If Yes, proceed to step # 3.
 3. HANDSET **ON** HOOK
 4. MOVE DIP SWITCH 4 TO “OFF” POSITION
 5. HANDSET **OFF** HOOK
 - a. Press 5555 – Hear a tone – then silence.
 - b. Press “**RE**Cord button” (First black button on the right side of Dip Switch)
 - c. Hear a tone – then silence – “Start recording immediately after pressing **RE**Cord button”.
Example: “ATTENTION, CELLULAR EMERGENCY CALL MY LOCATION ADDRESS IS”
(1234 Way St, Pool by Bldg. 5, City, State, Zip)
 - d. Place Handset **ON** HOOK, immediately after completing location address recording.



Dip Switch RECOrd Erase Grn Bulbs

6. **MOVE DIP SWITCH 4 BACK TO "ON" POSITION**

7. HANDSET OFF HOOK

- a. Press red button to hear location address
- b. Listen to the recording
- c. If the recording is bad? Repeat - step # 4, 5, & 6.
- d. Your recording is good! Proceed to step # 8

8. HANDSET ON HOOK

9. Wiring Transformer Power Wires to Circuit Board:

(SEE PHOTO 12. BELOW) Remove insulation on three (3) wires exposing $\frac{1}{2}$ " of copper wire. Ex: Green goes to GRD, blue solid goes to DC +, and white with blue line goes to DC -.

"Write down which wire color is attached to locations, GRD, DC+ and DC-."

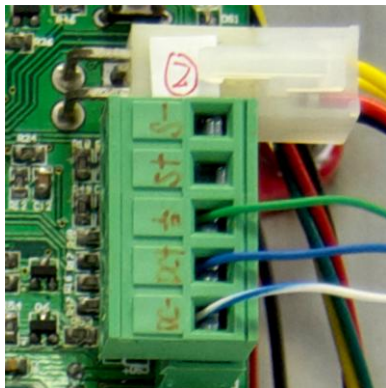


Insert

panel, tip right side in first followed by left. Install (4) faceplate screws.

10. Wiring transformer:(SEE PHOTO 13. BELOW) Using the same wire color and locations that were used on the circuit board setup, repeat this on transformer. Plug in transformer. A red blub will light up on the front side of the transformer when you have power from the receptacle, also a power bulb will light up next to the power terminal showing power from the transformer is being received.

11. **Testing Your 911 “Cellular” Emergency Phone:** Dial 911. When the emergency operator answers, within 3 to 5 seconds, the Voice Caller ID Recording will play. Both parties will hear the recording in full, without interruption, after recording ends your conversation can follow.



12. DC- DC+ + Grd.



13. DC+ GRD DC-

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