

**AUDIBLE INTRUDER ALARMS
NOTIFICATION TO POLICE OF NOMINATED KEYHOLDERS**

FORM A

Notes

- i) The 'Control of Noise (Code of Practice on Noise from Audible Intruder Alarms) Order 1981' (Statutory Instrument 1981 1829) gives guidance on methods for reducing the incidence of nuisance caused by the ringing of alarms. If you permit your alarm to ring unnecessarily action may be taken against you under section 58 or 59 of the Control of Pollution Act 1974 or under article 38 or 39 of the Pollution Control and Local Government (Northern Ireland) Order 1978. It is therefore in your own interest to adhere to the procedures set out in the Code of Practice which can be purchased at Government bookshops or through booksellers.
- ii) Paragraph 5 of the Code of Practice states that the alarm-holder should, within 48 hours of installing a new alarm system or of taking over an existing one, notify the local police, of the names, addresses and telephone numbers of at least 2 key-holders and that the alarm should, at the same time, notify the local environmental health authority that the alarm has been newly installed or that he has taken over responsibility for an existing alarm system. The code also states that alarm-holders should notify changes in nominated key-holders to the police within 24 hours.
- iii) This form may be used to give the police details of key-holder arrangements in the case of an existing installation or a new installation or to notify them of a change of alarm-holder or key-holder in the case of an existing installation. Form B may be used to notify the local environmental health authority that a new installation has been made or an existing one taken over.
- iv) Section 7 of the form should only be completed if the installation has been fitted with a device which will automatically stop the ringing of the audible alarm some time after it has been activated.
- v) Section 8 of the form should only be completed if you have asked the local authority to agree a response time of more than 20 minutes (see paragraphs 6.2 and 6.3 of the Code of Practice).

To the Officer in charge at Police Station

As the person responsible for the audible alarm system installed at the premises indicated at (2) below, I wish to notify you that the names and addresses of my nominated key-holders are those shown at (4) below. I undertake that one or other of them will always turn out and will take responsibility for silencing the alarm within 20 minutes, or such longer time as may be agreed with the local authority in writing, from receiving notification that the alarm is ringing.*

Signature Date

*This sentence may be deleted if the installation has been fitted with a device which will automatically stop the ringing of the audible alarm within 20 minutes of its activation (see paragraph 6.1 of the Code of Practice).

1 **Nature of Installation** (please tick the appropriate box)

New Installation

Existing Installation

2 **Premises at which the alarm is fitted**

Address (including postcode)

.....

.....

Occupant's name.....

3 **Person responsible for the alarm** (the alarm-holder)

Name	Home address (inc postcode)and tel no	Business address (inc postcode) and tel no
	Telephone	Telephone

4 **Nominated key-holders** (one of whom may be alarm-holder)

Name	Home address (inc postcode)and tel no	Business address (inc postcode) and tel no
a.	Telephone	Telephone
b.	Telephone	Telephone

Unless otherwise requested, key-holder a. will normally be contacted first. Details of any additional key-holders should be added at the end of the form.

5 **Alarm owner** (if different from 3; eg a security company)

Name

Address (including postcode)

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.....
.....

.....Telephone

.....

6 **Alarm maintenance contractor** (if different from 5)

Name

Address (including postcode)

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.....
.....

.....Telephone

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7 **Automatic cut-out device** (see Note iv)

An automatic cut-out device has been fitted to the system and is timed to stop the ringing of the audible alarm minutes after it has commenced ringing.

8 **Response time** (see Note v)

(i) I have askedCouncil to agree a response time of minutes.

Signed Alarm-holder

(ii) **For Police use**

Notification received at the local authority has agreed a response time of minutes.

Signed Date