WHITE PAPER

Secura Key
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Secura Key SK-NET™ Software- System Lockdown and Door Status Features

Overview

In response to many requests from Dealers, System Integrators and End Users, Secura Key has now released SK-NET™ Version 5.20 Access Control System Software, featuring two new, critically important features: **System Lockdown and Real-Time Door Status Reporting**. This white paper explains the capabilities and recommended implementation for these two features.

Security officials at Schools, Courts, Government Offices and other facilities which may be targets of crime or terrorism need the ability to lock or disable groups of doors with a single command in order to react to internal or external threats, and they also need to know the real-time status of controlled doors in their facility. This paper is written primarily for School Campus Applications, but the Lockdown and Door Status Features can be used by any type of facility.

These features require either the Secura Key SK-ACPE-LE or the NOVA.16 (SK-MRCP) access control panels and Smart Readers with the latest firmware revision. **Legacy control devices such as SK-ACP-LE or 28SA+ do not support the Door Status or Lockdown Features, and must be replaced to implement these features.** The Door Status Feature complements the Lockdown Feature, but either Feature may be independently disabled or enabled.

Door-Status is a system-wide function. Lockdown is a Location-specific feature that is configured, activated and canceled from the Location level. In a multi-location system using SK-NET-MLD, each location can be configured, and locked down independently of any other location. Despite this capability, users may find it preferable to control a lockdown with a computer that is onsite.

Securing Your Facility

While installing an access control system with the Lockdown and Door Status Features is a significant step toward protecting students and faculty or employees, a reputable security consultant should be contacted to analyze your facility's physical layout and daily operations, and to develop a plan which allows the facility to be fully secured against external threats. Here are key features upon which many consultants agree:

1. Non-climbable perimeter fencing
2. Video Monitoring (Secura Key offers access control integration with HIKVision VMS)
3. Door position switches and remotely controlled electric locks on all entrances and exits including gates.
4. A single point of entry for all visitors, including vendors, delivery and service people, parents and volunteers.
    a. The entrance, equipped with a video intercom, would lead into a mantrap or security vestibule constructed with ballistic glass, equipped with a metal detector and a secure pass-through window for presentation of ID or paperwork.
    b. Web-based applications allowing real-time checking of IDs against national terrorist, criminal and sex offender databases should be implemented (such as vSoft by Raptor Technologies, iVisitor by Veristream, or LobbyGuard). Many of these applications also allow the facility to add a local banned visitors list.

5. Access Control and remotely-controllable classroom-type locks should be installed on all classrooms, and other enclosed areas where students congregate (cafeterias, gyms, libraries, assembly halls, etc.) Doors with "Classroom" locks open inward and can be locked with a key from the inside of the room.
6. Strict Security Procedures: all classrooms will be locked during class. Typically, access control cards are not issued to students. All campus perimeter entrances will be staffed at the start/end of school, and are otherwise locked at all times (including evenings and weekends) to prevent pre-staging of weapons and ammunition. No one is to be 'let in' to the campus during the day except through the secure entrance.
7. Mobile applications are available to inform faculty and staff of threats and either the need for (or status of) a lockdown situation (such as Everbridge, DefenCall K-12, and My School Alert.)

Lockdown Procedures and responsibilities and roles of Security Staff, Administrators, Faculty, Students or Employees, need to be clearly defined, and Lockdown drills should be conducted periodically, so that there is no question of what to do in the event of a Lockdown. SK-NET provides three different levels of Lockdown to meet the seriousness of the threat. Not every Lockdown involves an active shooter. For example, Lockdowns can be required if there is a nearby criminal on the loose, an irate parent making physical threats, an intoxicated person on campus, a tornado approaching the area, or any other number of circumstances. Security consultants can help with the development of Lockdown procedures.

To implement Lockdown and Door Status capability using SK-NET, all critical entrances should be fitted with electric locking devices such as electrified locksets, magnetic locks, or electric strikes, as well as Door Monitor Contacts and Request-to-Exit Switches, all connected to SK-ACPE control panels, or to NOVA.16 (SK-MRCP) Control panels via Smart Readers or SK-WIO-1 Wiegand Interface Units. Lockdown and Door Status features can then be enabled and configured in the software. It is recommended but not absolutely required that a card reader be installed at each controlled door – openings can be remotely controlled and monitored without a reader.

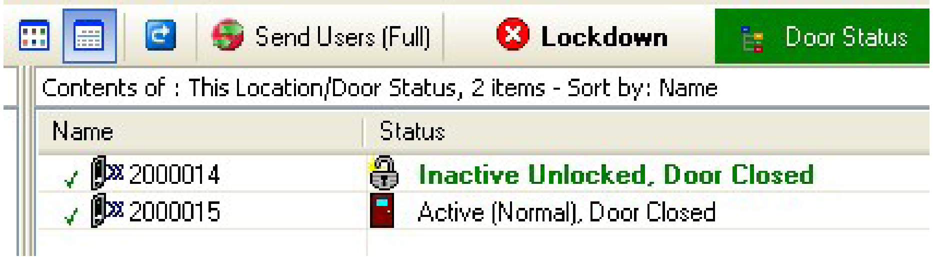
Door Status

To report Door Status to the system, each controlled door requires a door position switch to be connected to an input on the SK-ACPE or Smart Reader (when using NOVA.16 panels), and the input must be enabled and defined as a Door Monitor input.

When the Door Status feature is enabled, SK-NET™ provides a color-coded text display indicating the current status of all controlled doors. The system updates door status in a real-time manner, to provide users with the latest information during a crisis situation.

The Door Status icon provides a general indication of the worst-case door status by changing its background color to indicate off-normal conditions:

- No background color indicates that all doors are secured.
- Green indicates unlocked doors (by an active remote input, scheduled unlock or by operator unlock command)
- Yellow indicates doors held too long (or propped open)
- Red indicates Doors Forced Open (opened without using an access card).



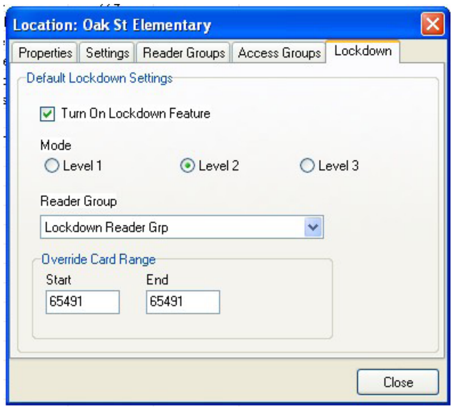
Contents of : This Location/Door Status, 2 items - Sort by: Name

Name	Status
✓ 2000014	Inactive Unlocked, Door Closed
✓ 2000015	Active (Normal), Door Closed

When you click on the Door Status icon, the software will show a list of doors in various states. Once a status condition returns to normal it will clear automatically.

Lockdown Levels

The system provides three different Lockdown levels, which offer progressively increased security – these can be selected based on the level of the threat.



Default Lockdown Settings

☑ Turn On Lockdown Feature

Mode
○ Level 1 ● Level 2 ○ Level 3

Reader Group: Lockdown Reader Grp

Override Card Range
Start: 65491 End: 65491

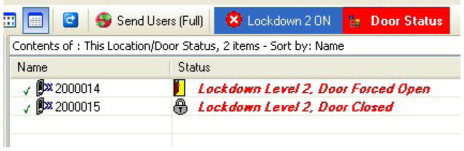
Level 1 -Global Lock

- Indefinitely cancels all Manual or Door Zone unlock commands.
- Re-locks all doors that are physically closed, but unlocked by the system.
- A valid card will still unlock any controlled door.
- An Override Card will also unlock any door including those which are inactive due to an operator command or a remote inactive input.

Level 2 -Global Inactive

Same as Level One except:

- Places all doors in inactive mode – this disables all valid cards, preventing an intruder from using a stolen card. Note that the reader LEDs do not blink red as they do normally, when readers are placed in inactive mode and lockdown is not in effect.



Contents of : This Location/Door Status, 2 items - Sort by: Name

Name	Status
✓ 2000014	Lockdown Level 2, Door Forced Open
✓ 2000015	Lockdown Level 2, Door Closed

Level 3 -Global Lockdown

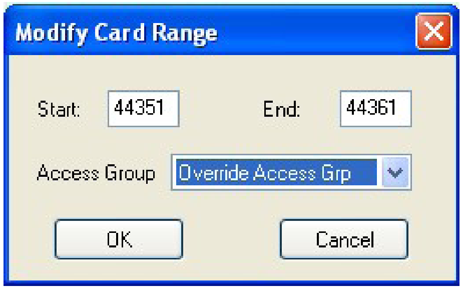
Same as Level Two, except:

- Disables all REX or 'remote open' inputs, preventing students or faculty from exiting a secure area without authorization.

The disabling of REX inputs in Level 3 may conflict with fire safety regulations, so check with local authorities having jurisdiction before implementing. (Some authorities may allow this restriction in a crisis situation.)

Lockdown Override Cards

During a Level 2 or 3 Lockdown, the general ability to use the access control system is disabled, to avoid giving access to an assailant using a stolen card or forcing a cardholder to unlock doors under duress.



Start: 44351 End: 44361

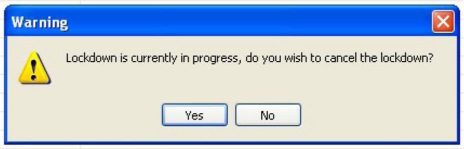
Access Group: Override Access Grp

However, SK-NET™ allows you to define a specific card range as Override Cards, which can be issued to Campus police, or local authorities. These credentials will override the lockdown at any individual reader (not affecting the overall lockdown), allowing officials to move around the campus in order to capture or neutralize an assailant. Override Cards would be granted access at any functional reader connected to the system, regardless of whether the reader was inactive or locked.

Using the Lockdown Feature

In the event of a reported threat, click on the Lockdown icon on the top menu bar. The default lockdown level is pre-selected, or you can change it.

The Lockdown Icon will indicate the Lockdown Level, and the Door Status screen will show the current door status. A Lockdown Transaction will be logged in the Transaction History showing the level, where originated, and the time and date.



Lockdown is currently in progress, do you wish to cancel the lockdown?

If any doors are in a non-secure state when you initiate the lockdown, the Door Status icon will flash in the appropriate color, indicating that the lockdown is incomplete. You must take the appropriate action, according to your Lockdown security plan.
To cancel the Lockdown, click on the Lockdown button again and follow the prompts. The Door Status display will be updated when the Lockdown is cancelled. A Lockdown Cancelled Transaction will be logged in the Transaction History showing the time and date, the lockdown level, and where the command originated (PC).

If School Security officials or First Responders determine that a particular building is safe to evacuate during a Lockdown event, Override Cards can be used to unlock controlled doors and extract students and faculty from a Lockdown area.

Mantrap Entrance

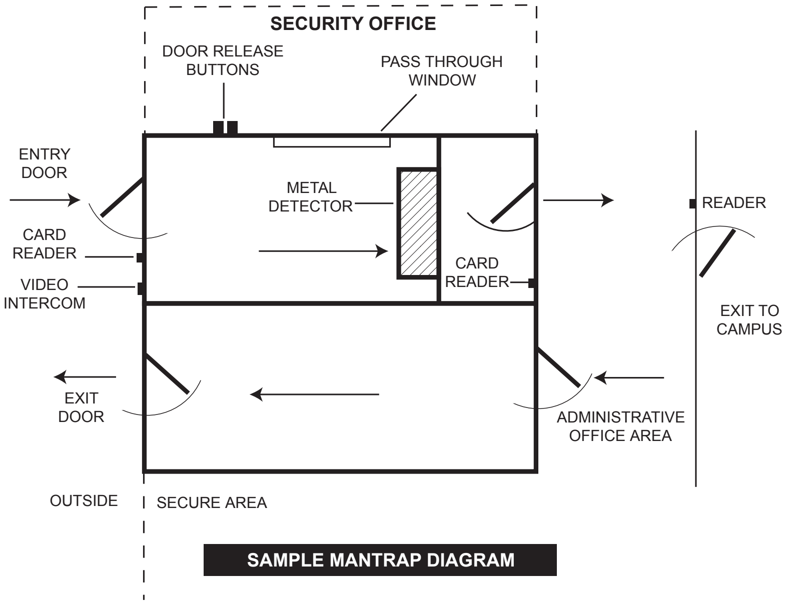
Most campus security consultants recommend a single highly-secure entrance for all visitors, using a Mantrap configuration. This entrance does not actually require the Lockdown/Door Status Feature, but it is a key component of a secure campus. This can be easily accomplished using a NOVA.16 control panel and two Smart Readers, or an SK-ACPE-LE 2-door control panel with two Wiegand output readers. The incoming side of the Mantrap would be constructed similarly to a typical bank entrance mantrap with one door entering from the outside into the vestibule, equipped with a video intercom unit (such as Aiphone JB2HD) adjacent to the entry door and a release button located in the secure area. A second door is located inside the vestibule exiting into the secure area. The mantrap would be constructed with ballistic glass, and a pass-through window inside the vestibule would allow the person to present their ID to security for verification.

Door monitor switches would be wired in series and then connected to an input controlling a relay, such that both doors need to be closed to either unlock the entrance door to the mantrap or to unlock the door leading into the secure area.

Although readers are installed at the outside entrance to the vestibule, as well as inside the vestibule at the exit to the secure area, most visitors will not be cardholders (at least until they are authorized and issued a badge), so school officials will need to use the video intercom and momentary push-buttons inside the secure area to admit visitors to the mantrap and subsequently to allow them into the secure area following inspection of their ID and scanning by the metal detector.

The relay output of a metal detector such as CEIA 02PN8 HI-PE/CF can be wired in series with the remote open input, as well as with the arming circuit for the interior reader. A positive indication at the metal detector would interrupt the arming and REX circuits, preventing the visitor from exiting the vestibule into the secure area.

The outgoing side of the Mantrap would be much simpler, consisting of a similarly built vestibule with interlocking doors. No release buttons, readers, or metal detectors are needed. The exit doors leading to the outside are always locked from the outside. Once a person enters the vestibule from the secure area, the door locks behind the person, and the exit door is unlocked.



SAMPLE MANTRAP DIAGRAM

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