

3M™ Domestic Violence GPS Proximity Notification System

Installation & Operation

June 2017

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Versions and Changes Table

Version	Status/Changes	Author	Date
1.0	New format – initial release version	Steve Graniewitz	24-AUG-2017

Safety Information

Please read, understand, and follow all safety information contained in these instructions prior to the use of this 3M Electronic Monitoring device. Retain these instructions for future reference.

Intended Use

This 3M Electronic Monitoring device is part of an electronic monitoring system, which performs data transfer using the PSTN or cellular network to a monitoring platform. This device has not been tested for and is not intended for use on airplanes, in hazardous environments, in healthcare facilities, or where cellular phones or other intentional transmitters are restricted.

The operating temperature of the Two-Piece GPS Offender Tracking Unit is -20°C to +55°C. The operating temperature of the RF Transmitter (TRXS-840) is -25°C to +55°C. The storage temperature of the Two-Piece GPS Offender Tracking Unit is -40°C to +55°C. The storage temperature of the RF Transmitter (TRXS-840) is -40°C to +55°C.

The GPS Base Unit is intended for indoor use only. The operating temperature of the GPS Base Unit is -20°C to +55°C. The storage temperature of the GPS Base Unit is -40°C to +55°C. The maximum temperature at which the GPS Base Unit's battery may be charged is +50°C.

Explanation of Signal Word Consequences	
 WARNING	Indicates a hazardous situation which, if not avoided, could result in serious injury or death.
 CAUTION	Indicates a hazardous situation which, if not avoided, could result in minor or moderate injury and/or property damage.
NOTICE:	Indicates a situation which, if not avoided, could result in property damage.

Safety information for:

- Rechargeable hand-held/wearable devices
- Non-rechargeable hand-held/wearable devices
- Cradles/receivers/base units

 **WARNING**

Avoid placing a device next to an implanted electronic device (e.g., don't carry the device in a shirt or jacket pocket directly near an implanted device).

To reduce the risks associated with fire or explosion:

- Do not intentionally open or damage the device.
- Ensure storage temperature of device is within the range as specified in device manual.
- Do not attempt to access or replace battery. Battery is not user-replaceable. The device shall be opened by 3M authorized service only.
- Do not use device outside of the operation temperature range specified in device manual. Contact the agency representative from which you are monitored to get operation temperature range.

**WARNING**

To reduce the risks associated with hazardous voltage:

- Do not modify, decorate, or attempt to service the device. Return to 3M authorized personnel or location for repair or service. There are no user serviceable parts.
- If the device or power cord becomes damaged, contact the agency representative from which you are monitored.

NOTICE

- Only authorized personnel can turn off or remove the device.

Safety information for:

- Rechargeable hand-held/wearable devices
- Cradles/receivers/base units

**WARNING**

To reduce the risks associated with hazardous voltage:

- Do not modify AC/DC power adapter plug.
- Do not force the power plug into an outlet where it does not fit.
- Use only a 3M provided AC/DC power adapter to recharge or power the device.
- Do not unplug AC/DC adapter by power cord. Handle the adapter by the body only.
- Do not attempt to charge the device using an outdoor outlet. Only use the AC/DC adapter indoors.
- Do not expose power adapter to rain, steam or wet conditions.
- Do not submerge the device, or hold the device under running water, while it is charging.

**CAUTION**

To reduce the risks associated with hot surfaces:

- Do not touch thermal pads on device or charger if charging is interrupted.

Safety information only for:

- Rechargeable Hand-held/wearable Devices
- Non Rechargeable Hand-held/wearable Devices



WARNING

To reduce the risks associated with fire or explosion:

- Do not enter areas with potentially explosive atmosphere. Potentially explosive areas are often, but not always, clearly marked.



CAUTION

- Avoid installing the electronic monitoring device in the presence of ulcers, open wounds, blisters, swelling or skin infection over the expected area of contact with the electronic monitoring device.
- If the user reports pain, numbness or other symptom over the expected area of contact with the electronic monitoring device, a medical opinion is recommended prior to installation.
- If the user reports concerns about an underlying medical condition that could be exacerbated by use of the electronic monitoring device, a medical opinion is recommended prior to installation of device.
- If, during use, the user experiences skin changes or symptoms in the area in contact with the electronic monitoring device, the user should immediately contact their agency representative.

Cancer Patients that have been treated with Radiotherapy:

- Avoid installing the electronic monitoring device in the presence of radiation-induced skin changes (such as ulcers, open wounds, blisters, desquamation, erythema, hyperpigmentation) over the expected area of contact with the electronic monitoring device. Otherwise, there is no currently available evidence the use of the electronic monitoring device is contraindicated in cancer patients that have been treated with Radiotherapy.

Pregnant women:

- Avoid installing the electronic monitoring device in the presence of ulcers, open wounds, blisters, swelling or skin infection over the expected area of contact with the electronic monitoring device. Otherwise, there is no currently available evidence the use of the electronic monitoring device is contraindicated in pregnant women.

Safety information only for:

- Cradles/receivers/base Units



WARNING

To reduce the risks associated with hazardous voltage:

- Do not submerge the device, or hold the device under running water.

FCC

Two-Piece GPS Tracking Unit and GPS Victim Unit contain FCC ID: XPYLISAU200

Base Unit FCC ID: LSQ-SBU2000433-2

FEDERAL COMMUNICATIONS COMMISSION (FCC) Part 15 STATEMENT

The equipment complies with Part 15 of the FCC Rules.

Operation is subject to the following two conditions:

(1) This device may not cause harmful interference, and (2) This device must accept any interference received, including interference that may cause undesired operation.

This device complies with FCC/ISED radiation exposure limits set forth for an uncontrolled environment and meets the FCC radio frequency (RF) Exposure Guidelines and RSS-102 of the ISED radio frequency (RF) Exposure rules. This transmitter must not be co-located or operating in conjunction with any other antenna or transmitter.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

1. Reorient or relocate the receiving antenna, 2. Increase the separation between the equipment and the receiver, 3. Connect the equipment into an outlet on a circuit different from that to which the receiver is connected, 4. Consult the dealer or an experienced radio/TV technician for help.

3M Electronic Monitoring has not approved any changes or modifications to this device by the user. Any changes or modifications could void the user's authority to operate the equipment.

WEEE



This symbol according to the European Directive indicates that the Waste of Electrical and Electronic Equipment (WEEE) must not be disposed of as unsorted municipal waste and must be collected separately. Please contact an authorized representative of the manufacturer or an authorized waste management company for information concerning the decommissioning of your equipment.

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1 Introduction

3M Electronic Monitoring's pioneering domestic violence deterrence solution is designed to offer law enforcement agencies the means to impose restraining orders more efficiently.

The solution combines GPS tracking with cellular and RF communication in order to track the aggressor and alert the victim and monitoring center in the event of emergency.

The system monitors the location of both the aggressor and victim and uses both fixed and dynamic geographic restriction zones to raise an alert when there is a likelihood of the aggressor and victim meeting either intentionally or unintentionally. Any entry of the aggressor into these zones automatically generates an alert that is sent simultaneously to the victim and the designated authorities.

1.1 Two-Piece GPS Tracking Unit

The Two-Piece GPS Tracking Unit is carried by the aggressor and continuously gathers location data. The aggressor is required to carry the GPS tracking unit whenever they leave their place of residence. Upon leaving, the unit automatically acquires a GPS location fix and begins monitoring.

The unit is compact, lightweight, highly reliable and includes multiple communication modules (a cellular modem, a GPS receiver and an RF module). The GPS tracking unit's internal cellular modem is used to transfer location data, status and events to the monitoring center either immediately or periodically, according to a pre-defined communication interval.



Figure 1: Two-Piece GPS Tracking Unit

1.2 RF Transmitter

In addition to the GPS tracking unit, the aggressor is assigned an RF Transmitter which is securely fastened to the aggressor's wrist or ankle by means of a tamper-detecting strap so that the aggressor can be identified unequivocally. The RF Transmitter repeatedly emits radio-frequency (RF) signals which are detected by the aggressor's GPS tracking unit. These signals are used to verify that the GPS tracking unit is indeed being carried by, or sitting in close to the aggressor at all times. As soon as the tracking unit detects a loss or significant weakening of the transmitter's signal, indicating that the aggressor has abandoned the tracking unit, the unit generates an event and notifies the monitoring center.



Figure 2: RF Transmitter

1.3 GPS Base Unit

The GPS Base Unit is an additional device that can be allocated to the aggressor in domestic violence deterrence programs.

The GPS Base Unit is installed at the aggressor's curfew location. On returning to the curfew location, the aggressor places the Two-Piece unit in the GPS Base Unit's docking cradle. Placing the Two-Piece unit in the docking cradle is a condition of the home curfew. Failure to dock the Two-Piece unit during the home curfew time frame will generate a violation. While the Two-Piece unit is docked, the Two-Piece unit stops sampling location data and recharges its battery. Additionally, the GPS Base Unit takes over the task of monitoring the signals sent by the RF Transmitter. This significantly extends the RF range so that the aggressor may move freely within the perimeter of the curfew location.



Figure 3: GPS Base Unit

1.4 GPS Victim Unit

The GPS Victim Unit constantly tracks movement and location of the victim using GPS technology. Each time the GPS victim unit communicates with the monitoring system, it receives the aggressor's last known location. Using this data, the unit calculates the proximity of the aggressor and alerts the victim if the aggressor is within a defined range.



Figure 4: GPS Victim Unit

The GPS Victim Unit provides audible, visual, and/or vibration alerts to the victim for each layer of aggressor proximity detection; when the aggressor is in close GPS proximity, immediate GPS proximity, or when the aggressor's transmitter is within RF reception range. At the same time, the GPS Victim Unit generates an event that is immediately reported over the cellular network to alert the monitoring center.

The GPS Victim Unit can also function as a mobile phone enabling bi-directional communication between the victim and the monitoring center, emergency personnel or other defined contacts. When in distress, the victim can call any of these contacts, or can use the Panic option to initiate an outgoing call to the predefined emergency number.

When the victim initiates a Panic alert, the GPS Victim Unit also generates a Panic event that is immediately reported to the monitoring center.

2 Before Installation

Before leaving the monitoring center, check that you have the correct installation kit and the appropriate installation tools. In addition, verify that the offender is correctly registered in the 3M™ Web Offender Management Software application.

2.1.1 Installation Equipment

The kit of installation equipment should include the following items:

Aggressor equipment installation kit:

- Two-Piece GPS Tracking Unit
- Carrying pouch
- Power adapter
- RF Transmitter with strap holder
- Locking clips

If installing with the GPS Base Unit, make sure that you bring the following items:

- GPS Base Unit
- Power adapter
- Telephone cables (optional)

Victim equipment installation kit:

- GPS Victim Unit
- Power adapter

2.1.2 Installation Tools

You will also need the following installation tools:

- Manual Reset Device (MRD) – for activating the RF Transmitter
- Strap locking tool – for locking the RF Transmitter
- 0.2” (5mm) flat head screwdriver – for opening the locking clip
- Snake eye screwdriver – for changing the straps on the RF Transmitter

2.1.3 Verifying Information in the Web Offender Management Software

Verify the following details in the 3M™ Web OMS:

- The ID, name and address of the aggressor and the victim
- Aggressor’s program type – Program Type: 2 Piece GPS, Subtype: DV Aggressor
- Victim’s program type – Program Type: 2 Piece GPS, Subtype: DV Victim
- Equipment serial numbers – these must match the serial numbers on the equipment you are planning to install
- SIM card details for aggressor and victim GPS tracking units

3 Installing the Aggressor's RF Transmitter

Check that you have the following equipment items before you install the RF Transmitter:

- RF Transmitter (TX) and strap holder
- Electronic key (MRD)
- Locking tool
- Locking clips (male and female)
- 0.2" (5mm) flat head screwdriver – for opening the locking clip
- Snake eye screwdriver – for changing the straps of the RF Transmitter

3.1 Activating the RF Transmitter

Before the RF Transmitter can be attached to the offender, you must first activate the RF Transmitter.

To activate the RF Transmitter:

1. Hold the free end of the RF Transmitter strap in your hand with the metal pins pointing towards you.
2. Hold the MRD in your other hand, with the two connection points facing the metal pins.
3. Press the metal pins on the RF Transmitter onto the two connection points on the MRD and hold them in this position.
4. On the MRD, press the ON button.



The red LED on the MRD turns on for 2 seconds and then flashes for another 2 seconds. The flashing indicates that the RF Transmitter has passed the first phase of its activation.

- i** If the RF Transmitter failed to receive the activation command, the red LED on the MRD turns off after initially being on for two seconds. If the MRD's battery is low, the red LED flashes for two seconds immediately after the ON button is pressed.

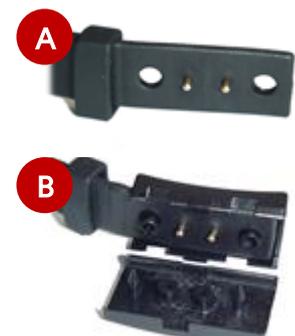
5. Place the RF Transmitter on its side on a non-metal surface and leave it untouched for 60 seconds to allow it to calibrate.

The RF Transmitter is now activated.

3.2 Attaching the RF Transmitter

To attach the RF Transmitter:

1. Place the strap holder over the short strap of the RF Transmitter (A).
2. Attach the female part of the clip to the underside of the short strap ensuring that the closed end of the clip fits snugly onto the end of the strap (B).
3. Wrap the RF Transmitter around the wrist or ankle at its narrowest point.



4. Lay the long strap over the female part of the clip ensuring that the strap pins and the clip studs are protruding through the holes in the long strap (C).
5. Slide the strap holder over the end of the long strap in order to hold the strap in place.
6. Move the RF Transmitter around the wrist or ankle to ensure that it fits comfortably.
7. Place the male part of the clip over the female part, ensuring that the grooves on each side of the clips match (D).
8. Place one side of the locking tool underneath the clip and close the two parts together. You should hear a clicking sound indicating that the clip is properly locked.



i Be sure to collect all of the installation equipment at the aggressor's curfew site. This includes any locking clips that may have broken during the installation.

4 Activating the Tracking Unit

The activation procedure for the Two-Piece GPS Tracking Unit and the GPS Victim Unit are almost identical.

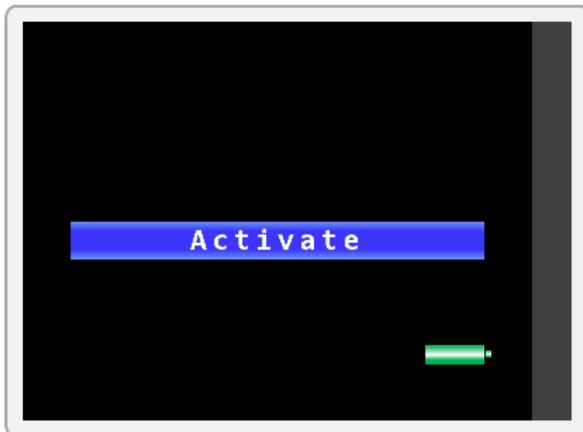
Both types of tracking unit include an LCD and a five-button keypad are used to navigate the device's menu-driven interface.

To navigate the Two-Piece unit's menus:

- Use ▲ and ▼ to scroll through menu options.
- Use ◆ to select the highlighted option.
- Use ◀ to navigate back to the previous menu.

To activate the tracking unit:

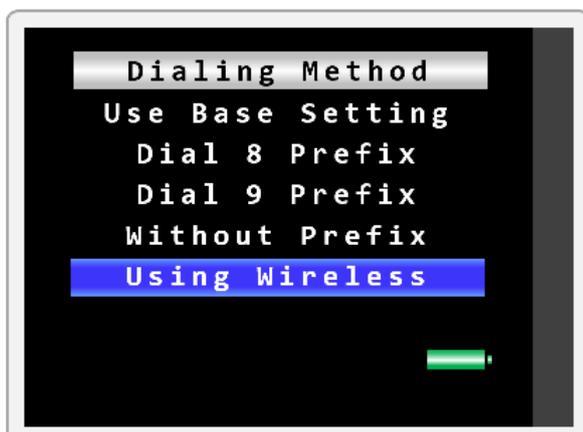
1. Connect the tracking unit to its power adapter.
2. Wait for the unit to turn on and prompt you to activate.



i In some cases, it may take up to 90 seconds for the tracking unit to turn on.

3. Unplug the power adapter from the tracking unit.
4. Call the monitoring center to download the program configuration to the tracking unit.
5. Press ◆.

A list of dialing methods is displayed on the tracking unit's screen.



6. Press ▼ to scroll to Using Wireless and press ◆.

The activation sequence begins.

i During the activation sequence, do not press any buttons on the Two-Piece unit. If you do press a button, the activation sequence will be canceled.

The activation sequence is as follows:

- a. The Two-Piece unit calls the monitoring system to download the offender’s program details and the screen displays the message “Contacting Datacenter”.

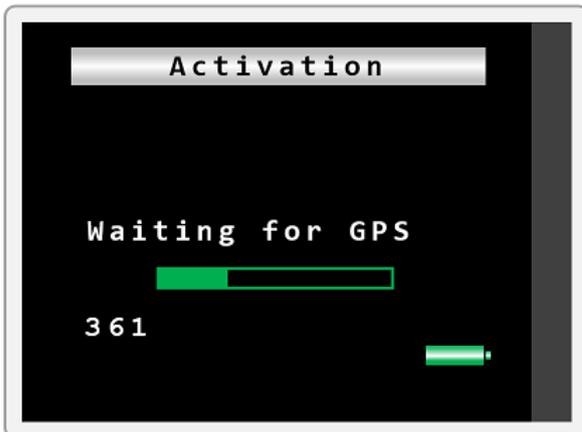


- b. Aggressor Unit Only: The Two-Piece unit waits to receive a signal from the offender’s RF Transmitter.



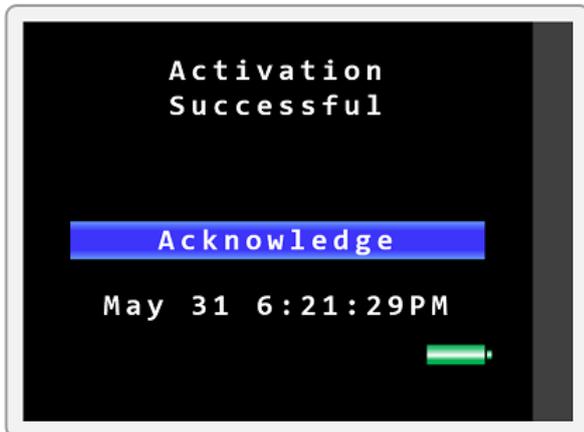
i The RF transmitter must be activated successfully and in range of the Two-Piece unit.
If the Two-Piece unit does not receive a valid signal from its RF transmitter, the activation sequence will be aborted.

- c. The Two-Piece unit waits to acquire its initial GPS location.



7. When “Waiting for GPS” is displayed, take the tracking unit outside to a location with a clear view of the sky.
8. Hold the tracking unit upright and wait for the unit to acquire its location. The green bar fills to the right to indicate progress.

When the GPS location is acquired, the tracking unit sounds a beep and displays the “Activation Successful” message with the current date and time.



9. Press **◆** to acknowledge.

The tracking unit displays the name of the offender together with the date and time indicating that the unit was activated successfully.

5 Configuring the Tracking Unit

Local configuration of the tracker unit is performed via the tracking unit's Officer menu.

To access the Officer menu:

- Rapidly press the following button sequence:



The Officer menu is displayed. The options available in the Officer menu are listed in the following table.

Menu Option	Description
Vibrate/Beep	Offers a choice of alert indication modes.
ID Numbers	Displays the serial numbers of the Two-Piece unit, the RF Transmitter and the GPS Base unit.
Alarm Set	Allows the officer to set a timed alarm to be sounded by the Two-Piece unit.
Beep Volume	Enables configuration of alert tone volume.
Time Format	Enables configuration of how the Two-Piece unit displays the time.
Firmware Ver.	Displays the firmware version of the Two-Piece unit.
Bracelet Test	Displays the RF Transmitter's serial number, strap status, battery status and the time elapsed since the last received transmission.
Set Brac. S/N	Allows the officer to temporarily assign an RF Transmitter to the Two-Piece unit.
Deactivate	Enables the officer to manually deactivate the Two-Piece unit.
Modem Info	Displays cellular signal strength and enables the officer to manually initiate a cellular call to the monitoring system.
Satellite Bar	A detailed display of the Two-Piece unit's signal reception from GPS satellites.

6 Installing the GPS Base Unit

The GPS Base Unit is an optional device that is used together with the aggressor's Two-Piece GPS Tracking Unit and serves the following purposes:

- Home Curfew – An inclusion zone around the aggressor's home is defined in the system as a "Home Curfew" zone. A "Must Be In" schedule is defined for the offender during which the offender is required to be at home. The aggressor must place the Two-Piece unit in the GPS Base Unit's docking cradle during the Home Curfew schedule. If the Two-Piece unit is not docked in the GPS Base Unit at the correct time, a curfew violation event is generated.
- Charging – While docked in the GPS Base Unit, the Two-Piece unit is charged.
- RF Range Extension – The GPS Base Unit extends the RF range when the Two-Piece unit is docked so as to allow the aggressor to move freely around their curfew zone.
- Land Line Communication – If the GPS Base Unit is connected to the land line telephone socket, the land line connection is used as the method of communication when the Two-Piece unit is undocked.



Figure 5: Two-Piece Unit docked in GPS Base Unit

6.1 Placing the Receiver

The ideal location for the GPS Base Unit is:

- In an open area
- As close as possible to the center of the curfew site
- On a flat and secure surface
- 1m (3 feet) above the ground and at least 30cm (1 foot) away from the wall

Make sure the GPS Base Unit is located far away from:

- Television sets or other electrical appliances
- Microwave ovens
- Personal computers or laptops
- Disruptive noise sources such as heavy traffic or mechanical vibrations
- Heat sources such as a radiator, air ducts or direct sunlight
- Excessive moisture or extremely low temperatures
- Mirrors or reflective materials

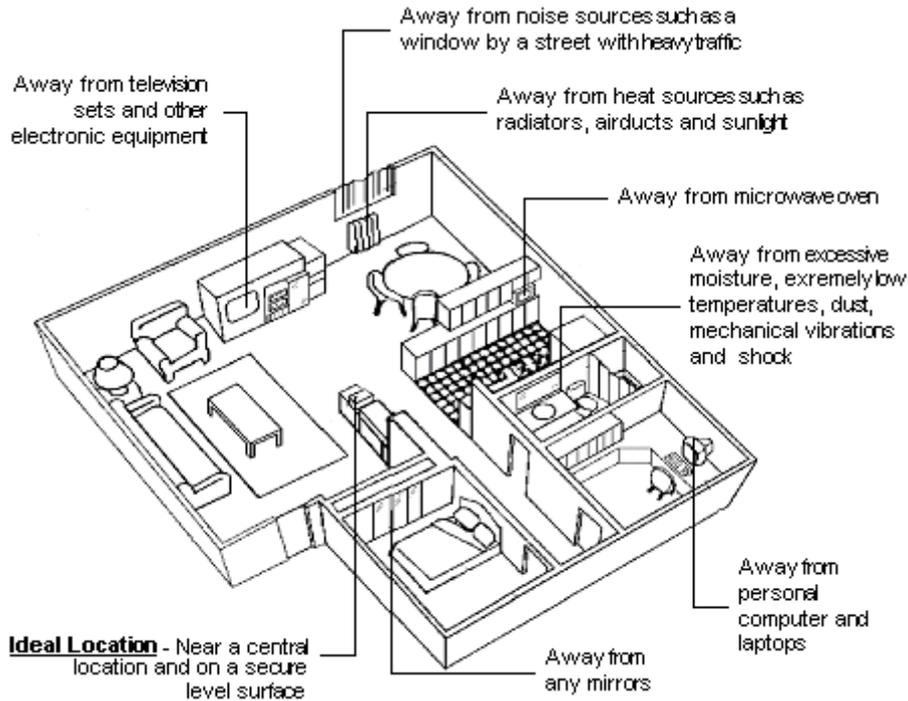


Figure 6: Positioning the GPS Base Unit

6.2 Setting Up the GPS Base Unit

The GPS Base Unit should be positioned horizontally on a hard, flat surface within easy reach of a power outlet and a telephone socket (if required).

To set up the GPS Base Unit:

1. If you are connecting the GPS Base Unit to a land line, perform the following two steps:
 - a. If there is a telephone already connected to the telephone wall socket, disconnect the telephone cable connect it to the Phone socket located on the back panel of the GPS Base Unit.
 - b. Connect one end of the supplied telephone cable into the Line socket located on the back panel of the GPS Base Unit and plug the other end into the telephone wall socket.

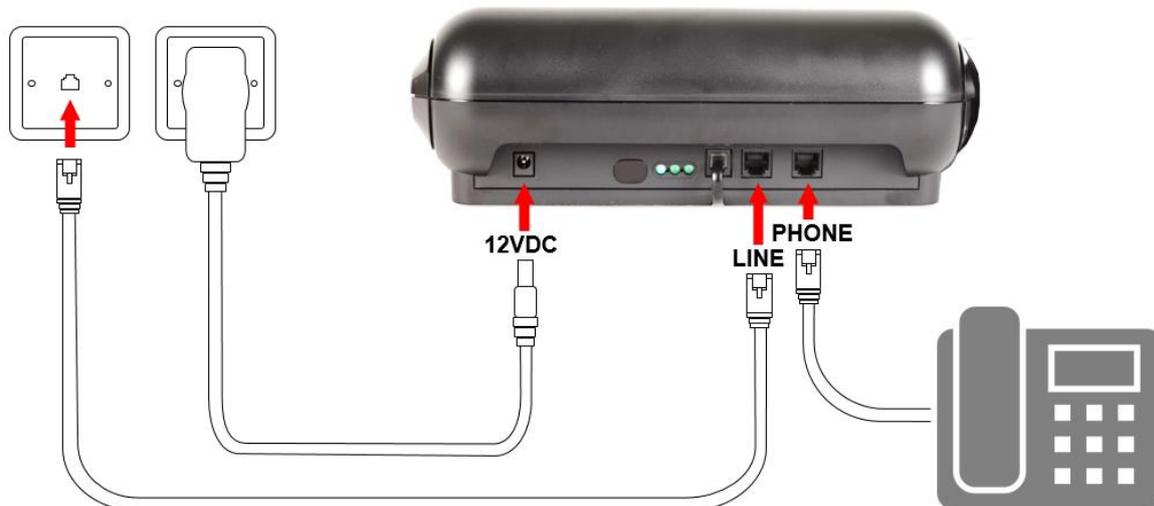


Figure 7: GPS Base Unit Connections

2. Connect the power adapter to the nearest available power outlet.
3. Plug the other end of the supplied power adapter cord into the socket labelled 12VDC on the back panel of the GPS Base Unit.

i The GPS Base Unit includes an internal, rechargeable backup battery to provide power in the event of a power outage. The battery is charged automatically and is not controlled by the user.

4. Place the active Two-Piece inside the docking cradle on the GPS Base Unit's top cover with the LCD facing forwards – see *Figure 5: Two-Piece Unit docked in GPS Base Unit*.

The Two-Piece automatically calls the monitoring system to activate the GPS Base Unit.

i The GPS Base Unit communicates through the Two-Piece unit's cellular modem when the Two-Piece unit is docked. If the Two-Piece unit is undocked, the GPS Base Unit will communicate via the land line connection if available.

If the GPS Base unit is not connected to the land line, all GPS Base Unit events (e.g. power status, case tamper and tilt) will be reported to the monitoring system via the Two-Piece unit's cellular modem and only when the Two-Piece unit is docked.

7 Operating the Tracking Unit

Inform the aggressor and victim regarding the following procedures and ensure that the offender understands how to operate the Two-Piece unit correctly.

7.1 Waking the Tracking Unit from Idle Mode

If the tracking unit is inactive for 10 seconds, the unit enters Idle mode.

To wake the tracking unit from Idle mode:

- Press any button.

The Two-Piece unit wakes from Idle mode.

7.2 Acknowledging Messages

When certain violations occur, the tracking unit displays a message. Additionally, messages can be manually sent by monitoring center staff to the aggressor or victim via the tracking unit.

These messages appear on the tracking unit's LCD along with notification of the message according to the Vibrate/Beep configuration defined via the Officer menu.

When the aggressor or victim receives a message, they are required to acknowledge that they received message.

To acknowledge a message:

- Press **◆**.

The notification stops and the message is cleared from the LCD.

If the message is indication of a hardware issue, notification is repeated until the issue is resolved and the message is acknowledged.

Tracking unit hardware issues include the following events:

- Tracker Battery Low
- Motion No GPS
- Tracker Case Open

7.3 Viewing Message History

The Two-Piece unit stores a list of messages received previously.

To view the Two-Piece unit's message list:

1. Press **◆** to open the menu.
2. Scroll to Messages and press **◆**.

The list of stored messages is displayed in order of date and time.

3. Scroll through the messages and press **◆** to view message details.

To exit the message list

- Press ◀ until you have returned to the main display.

7.4 Charging the Tracking Unit

The tracking unit should be charged for at least two hours a day using the power adapter supplied.

If the aggressor is using a GPS Base Unit, the Two-Piece unit can be charged by placing it in the docking cradle.

7.5 Phone Calls

The tracking unit can operate like a cellular phone allowing the user to make and receive phone calls.

7.5.1 Outgoing Calls

The tracking unit enables the aggressor and victim to make calls to pre-defined phone numbers.

To make a call:

1. Press ◆ to open the menu.
2. Scroll to Call List and press ◆.
The list of pre-defined phone numbers is displayed.
3. Scroll to the required number and press ◆.

7.5.2 Incoming Calls

The Two-Piece unit can receive incoming calls. When there is an incoming call, the Two-Piece unit rings and a message is displayed.

To answer an incoming call:

- Press ◆.
The call duration is displayed.

7.5.3 Ending a Call

To end a call

1. Press ◆ to open the menu.
2. Scroll to Hang Up and press ◆.
The Two-Piece unit hangs up the call.

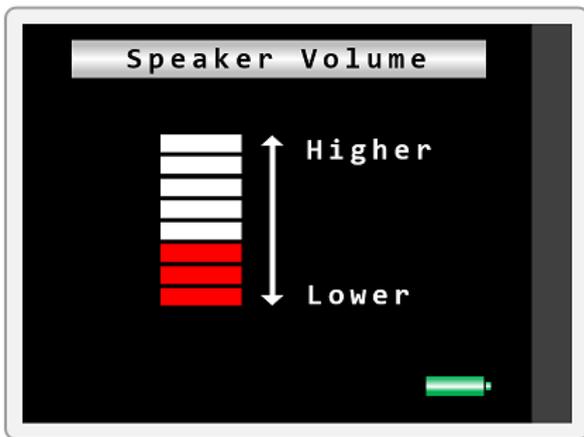
7.5.4 Changing the Speaker Volume During a Call

While a call is in progress, it is possible to raise or lower the speaker volume.

To adjust the speaker volume during a call:

1. Press ◆ to open the menu.
2. Scroll to Speaker Volume and press ◆.

The following screen is displayed.



3. Use ▲ to increase the speaker volume or ▼ to decrease the speaker volume.

7.6 Specific Instructions for the Victim

7.6.1 Panic Alerts

If the victim is being attacked, it is possible to send a Panic alert to the monitoring center.

To send a Panic alert:

- Hold down ◀ and ▶ simultaneously for three seconds.

While holding down the buttons, the tracking unit's screen counts down three seconds.

- i** If you release the buttons before three seconds, the Panic Alert is aborted.

After holding the buttons for three seconds, if technical difficulties prevent the Panic alert from being sent to the monitoring center, the tracking unit automatically calls the first phone number in the predefined phone number list.

7.7 General Rules for the Aggressor

The following are general rules for the aggressor regarding their monitoring program:

- i**

 - Always keep the tracking unit with you.
 - Whenever the tracking unit vibrates, beeps, or sounds tones, you must read the message displayed in the display screen.
 - Whenever you receive a message and are instructed to perform a task, you must comply.
 - Whenever you receive a message, you must acknowledge the message.
 - Never attempt to open the tracking unit.
 - Never attempt to open the RF Transmitter strap clip.
 - Never attempt to cut or break the RF Transmitter strap.
 - Never leave the designated curfew site during the curfew time frame.
 - Never attempt to tamper with the Two-Piece unit. Tamper attempts will be reported to the monitoring center and will be considered a violation of your program.

8 Dismantling the Equipment

Dismantling the equipment involves the following:

- Performing End of Service (when applicable).
- Packing the tracking unit.
- Removing, deactivating, and packing the aggressor's RF Transmitter.
- If a GPS Base Unit is installed, removing and packing the GPS Base Unit.

8.1 Before Dismantling

Before leaving the monitoring center, check that you have the following dismantling tools:

- 0.2" (5mm) flathead screwdriver – for opening the RF Transmitter clip.
- Manual Reset Device (MRD) – for deactivating the RF Transmitter.

In addition, make sure to bring all of the original carrying cases for the monitoring equipment.

8.2 Performing End of Service

In some cases, it is required to remove the equipment before the full period of the monitoring program is completed. In this case, you must perform a manual End of Service procedure before dismantling and removing the equipment.

To perform End of Service for the Two-Piece unit:

1. Call the monitoring center and ask the monitoring personnel to perform End of Service.
2. The monitoring center personnel will call back to confirm a successful End of Service.

After receiving the End of Service command from the monitoring system, the Two-Piece unit enters Dismantling mode. The unit stops all activity and waits for 120 seconds after power is disconnected from the unit before turning itself off.

3. Pack the tracking unit and its power adapter into their original carrying case.

If a GPS Base unit is installed at the curfew site, perform the following procedure for End of Service instead of the procedure described above.

To perform End of Service for the Two-Piece unit and GPS Base Unit:

1. Place the Two-Piece unit in the GPS Base Unit's docking cradle.
2. Call the monitoring center and ask the monitoring personnel to perform End of Service. If the Two-Piece unit is docked in the GPS Base Unit during the End of Service sequence, End of Service is performed for both the Two-Piece unit and the GPS Base Unit.
3. The monitoring center personnel will call back to confirm a successful End of Service.

i If End of Service was performed without the Two-Piece unit docked in the GPS Base Unit, the GPS Base Unit will not be deactivated.

In this case, disconnect the GPS Base Unit from power. Once the backup battery has fully depleted, the GPS Base Unit will shut down and deactivate.

4. Pack the Two-Piece unit, the GPS Base Unit and their power adapters into their original carrying cases.

8.3 Removing the RF Transmitter

After disconnecting and packing the Two-Piece equipment, remove the RF Transmitter from the offender.

To remove the RF Transmitter:

1. Taking care not to damage or cut the strap, insert a screwdriver into the groove between the two parts of the locking clip and gently pry apart.

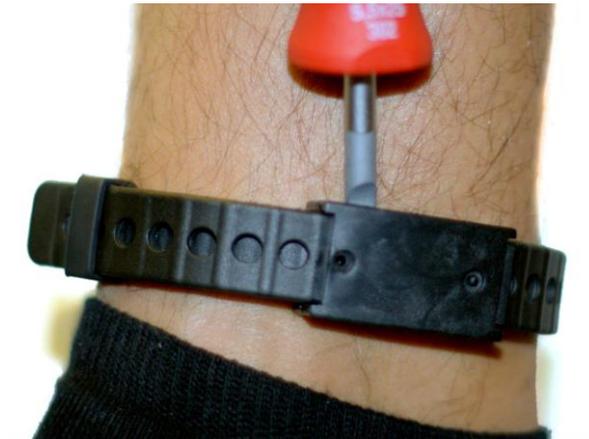


Figure 8: Prying Apart the Locking Clip of the RF Transmitter

2. Collect all of the fragments of the broken clip. Do not leave any disposable items on site.

8.4 Deactivating the RF Transmitter

Before packing the RF Transmitter, it is important to deactivate so as to preserve the unit's internal battery.

To deactivate the RF Transmitter:

1. Hold the RF Transmitter along the strap with the metal pins pointing towards you. Make sure to support the underside of the strap in your hand.
2. Hold the MRD in your other hand, with the OFF button pointing towards the open, free end of the strap and away from the RF Transmitter body.
3. Press the metal pins on the RF Transmitter onto the two connection points on the MRD and hold them in this position.
4. Hold down the OFF button on the MRD for one second.

The red LED on the MRD turns on for two seconds. If the RF Transmitter successfully received the deactivate command, the red LED on the MRD flashes for two seconds.

i If the RF Transmitter failed to receive the deactivate command, the red LED on the MRD turns off after initially being on for two seconds. If the MRD's battery is low, the red LED flashes for two seconds immediately after the OFF button is pressed.

5. Pack the RF Transmitter into its original carrying case.