

Louisville Metro Police Department

Standard Operating Procedures	SOP Number: 8.5
	Effective Date: 07/20/03
	Prv. Rev. Date: 08/06/18
	Revised Date: 12/19/22
Chapter: Field Operations	Accreditation Standards:
Subject: False Alarms	

8.5.4 ACCEPTABLE CODES (CONTINUED)

- **UNFO** (Unfounded/Unable to Locate): This code will be used when the officer is unable to find the property address relayed by MetroSafe.
- **CXAC** (Canceled by Alarm Company): This code will be used when the alarm company calls MetroSafe to cancel the alarm before the officer arrives on the scene.
- **CVAL** (Cleared Valid Alarm): This code will be used when an officer is dispatched on a valid alarm, but the situation does not require the completion of an incident report.

In the case of a false burglar or holdup alarm, the responding officer will leave a false alarm notification at the alarm site. Officers must legibly complete the following fields:

- Location Address
- Date & Time
- Officer & Code

If possible, the notification should be given to someone who is present at the alarm site (e.g. employee, family member, key holder, etc.). If no one is present at the alarm site, the notification should be attached to a conspicuous location, using the adhesive strip on the back. If divisions need additional copies of the notification, it is the divisions' responsibility to contact the False Alarm Coordinator and obtain copies.

8.5.5 AUTHORITY TO ISSUE CITATIONS

The False Alarm Coordinator and professional staff under this unit who have limited authority to issue citations for violations of LMCO Chapter 127 will not issue citations while off-duty or working secondary employment, unless authorized, in writing, by the Chief of Police, or his/her designee.