

## **104116 Emergency Key Cabinets, Knox Box**

### **Information**

Knox Boxes are a secure, rapid access system that provides non-destructive access to University of Kentucky properties by authorized first responders. The use of Knox Boxes greatly decreases property damage and increases response time in emergency situations.

### **Applicability**

Knox Boxes shall be installed on every University of Kentucky campus or medical center building that is new construction or undergoing a major renovation. Upon review, the University Fire Marshal's office can require Knox Boxes on any existing residential building.

### **Requirements**

Knox Boxes requests shall be submitted to and approved by the Lexington Fire Marshal's Office and the University of Kentucky Fire Marshal's Office.

1. Specifications
  - 1.1. Knox Boxes shall be of the 4400 series from [knoxbox.com](http://knoxbox.com)
  - 1.2. Independent, dual locks are required. One lock will serve the Lexington Fire Department and the other will serve University emergency personnel.
  - 1.3. Tamper switches are not required.
  - 1.4. All Knox Boxes will be of the recessed mounted type.
2. Installation
  - 2.1. The Knox Box will be located on the address side of the building and mounted adjacent to the main entrance. Alternate locations must be approved by the University Fire Marshal's Office.
  - 2.2. The Knox Box shall be mounted flush with the face of the wall and securely attached to the building structure as specified in the manufacturer's installation instructions. Mounting to solid beams, masonry or steel supports is required. Surface mounting is not permitted.
  - 2.3. The mounting location will be within three feet horizontally of the main entrance door(s) and the bottom of the Knox Box will be between 48" and 72" above the threshold.
3. Required Keys
  - 3.1. Facilities with electronic key card access shall have at least two master access cards per floor installed in the Knox Box. The cards will be labeled and numbered per the University Police Department standard.
  - 3.2. For each master key (building, mechanical, etc.), two hard keys will be provided for the KnoxBox
  - 3.3. The University Fire Marshal's Office will provide labels for hard keys and will place the keys in the Knox Box.