

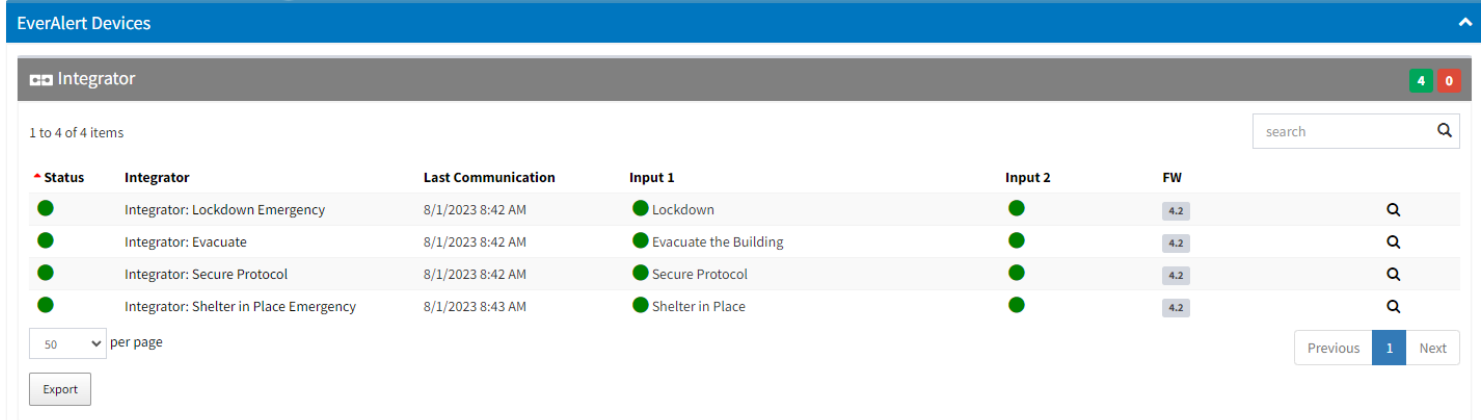
The EverAlert Integrator is a critical component of your safety and security infrastructure. As such, like any other safety and security equipment, it must be regularly tested to ensure consistent and reliable operation.

American Time recommends the following tests and testing schedule to keep your Integrator operating properly:

**Daily:** While you’re logged into the inCloud Management Portal, verify the following:

- Each Integrator has a green “status” icon.
- The “Last Communication” value for each Integrator shows a communication having occurred within the last minute.
- Both inputs show a green icon (unless an alarm is active, in which case the icon would be red).

#### Devices List



Status	Integrator	Last Communication	Input 1	Input 2	FW
●	Integrator: Lockdown Emergency	8/1/2023 8:42 AM	● Lockdown	●	4.2
●	Integrator: Evacuate	8/1/2023 8:42 AM	● Evacuate the Building	●	4.2
●	Integrator: Secure Protocol	8/1/2023 8:42 AM	● Secure Protocol	●	4.2
●	Integrator: Shelter in Place Emergency	8/1/2023 8:43 AM	● Shelter in Place	●	4.2

**Monthly:** Physically inspect the Integrator and verify the following:

- The Ethernet cable is plugged in and both port lights (green and orange) are illuminated.
- The LED on the top of the Integrator is illuminated and showing green.
- The terminal plug(s) for the input(s) in use is completely plugged in and the screws in the plug(s) are tight.

**Twice Annually:** Test the function of Integrator connection by triggering the hardware connected to the input(s) and ensuring the following:

- The correct alarm is triggered on the EverAlert devices controlled by the Integrator.
- The alarm is triggered within a few seconds of the connected hardware being activated.
- The alarm deactivates within a few seconds of the connected hardware being deactivated.

This test may be satisfied by other normal, required testing of emergency equipment. If connected to a fire panel, for example, this would be accomplished during normal semi-annual fire drills and testing.