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| **Title:** | **5 ESSENTIAL STEPS TO CHOOSING YOUR WORKPLACE PANIC ALARM SYSTEM** |
| **Intro:** | **STATISTICS CALL OUT BOX:**   * **Roughly two million Americans are victims of workplace violence each year. — United States Department of Labor** * **642,000 incidents of violence at work 2016/17 — Crime Survey for England and Wales**   Employers are legally responsible under Health and Safety legislation to create and maintain safe working environments for their staff and for the people visiting their premises.  Installing a panic alarm system can be necessary to achieve this/provide an exceptional level of safety.  Additional benefits:   * Safe working culture and peace of mind for employees. * Fewer incidents of work-related injury and ill health caused by violence and aggression in the workplace. * A robust panic alarm system can help to meet ISO 45001 certification requirements * Helps to reduce insurance premiums. |
| **Step 1:** | **Do you need a panic alarm system?**  All business should evaluate the level of risk and vulnerability in their working environment(s) and determine if a panic button is needed.  Overview of the types of organisations that would benefit from one.   * Healthcare * Government agencies * Education * Businesses   Give scenarios from each to connect with the reader.  Work with your health and safety lead to establish your organisation’s requirements. |
| **Step 2:** | **Traditional wall-mounted or software-based system?**  **Wall-mounted:**   * Hardwired into phone line and need to be built into the physical infrastructure of the building. * Installing, testing, updating or expanding the system is costly and disruptive to day-to-day operations. * Usually networked to a central monitoring station with a limited number of response personnel and slow response times. * A person must be in close proximity to the button in order to raise the alarm.   **Software-based:**   * Employees can access the system wherever they are – on their desktop/laptop/mobile phone. Essentially like having a personal alarm system. * Cost-effective — low installation costs and minimal operational disruption compared to wall-mounted solutions. * Scalable — Can easily grow with your business and be updated with minimal cost and disruption. * Built into computer network system and installed on all employees’ mobiles. This allows all personnel to be alerted immediately, including responders. It reduces response time and the potential for other employees to accidently walk into a dangerous situation. * All members of staff can be alerted to their colleague’s distress and the nearest person can respond. Another person calmly walking into the situation is often enough to diffuse the threat. |
| **Step 3:** | **Silent or audible system?**  **Audible:**   * Useful if other people in the area, such as members of the public, need to be aware of the threat. * Also alerts the threat to the alarm, which can quickly escalate a situation.   **Silent:**   * Discreet — the source of threat doesn’t need to know an alarm has been raised, so the situation doesn’t escalate quickly before support can arrive. * Responders can calmly walk into a situation to assess the level of response needed before the threat is aware of their presence. |
| **Step 4:** | **What level of response do you require?**  **Internal only:**   * Allows for a quick local response. * The organization can follow its own policy on when to alert emergency services. * Doesn’t draw on unnecessary resources.   **External security team or emergency services:**   * Slower response time. * High level response in all situations. * Can be an unnecessary deployment of high-cost resources. |
| **Step 5:** | **How much information does the alarm need to convey?**   * Simple, wide-spread alert? * Man-down? * Shooter alert? * GPS? |
| **Introduce company and product:** | **How can Little Green Button help you to create a safer working environment and peace of mind for your employees?**  **Brief overview of LGB:**  We are the trusted, reliable panic alarm solution; used by over 2000 organizations worldwide, and have been helping organizations for over a decade.  **Product description:**  Product description from website.  **Product benefits:**   * Protects staff for an affordable price * Easy to install and use * Reliable and trusted * Gives team members peace of mind that should they need it, help is just a double click away. * Software is network-based so no need for an internet connection for it to work**.** |
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