Customer Requests a new surveillance camera

Public Safety receives request

Public Safety CPTED performed to determine requirements

Are Cameras Required?

No

CPTED will provide customer with report justifying recommendation of no security cameras

Yes

Public Safety generates quote, including contractor quote, using camera spreadsheet (retention period, location)

Customer sends quote to customer

Customer agrees to quote

Contractor sends MAC address and Building/room # from each camera to Public Safety to Networking

UITS Networking sets DHCP lease for camera and sends IP Address to Public Safety

Camera and hardware is installed

Camera is added to Genetec, named, and configured to specifications

Public Safety generates ticket for adding user to IP Camera Domain Group

UITS ISS adds user to Domain Group and sends ticket to Public Safety

Public Safety configures users permission on Genetec

Genetec software is installed on customer’s computer for live view

Customer’s department sends completed and signed form to Public Safety. The P.S. Systems Manager sends completed form to P.S. Business Manager to create P.O. for vendor and to UITS Budgets, Director Classroom Technologies and Communications Infrastructure, Executive Director Infrastructure Server Support for the server - cabling to be completed.