



The Foundation's computer system does not allow for computer security "best practices" to ensure the integrity of the lockbox access codes. Additionally, the Foundation does not have a secure system to maintain keys for residents. However, the Foundation has developed a procedure that will allow Public Safety to obtain the lockbox access codes or keys.

Public Safety/Securitas will accept the names and phone numbers of up to three people of your choosing to whom you've provided your lockbox code or keys to your manor. This information will be entered into the Foundation's computer system and available to Public Safety/Securitas for use during emergencies or if you are locked out. Public Safety/Securitas will call the people in the order to obtain your access code or to ask him/her to respond with a key.

If you want to participate in the program, please complete the attached form and submit it to Public Safety/Securitas.

If you do have a lockbox, the Contra Costa Fire Protection District (CCCFPD) will enter your lockbox code into their secure computer-aided-dispatch system. The information is entered by address and if CCCFPD responds to your manor, the firefighters will have immediate access to your lockbox code. If you wish to provide CCCFPD with your access code, please call (925) 941-3300.

If you have any questions, please call the Public Safety Manager at (925) 988-7611, or the Securitas Site Manager at (925) 988-7844.