

Pinnacle Application Note Keystone Muster Report

PinApp #04-002
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Background

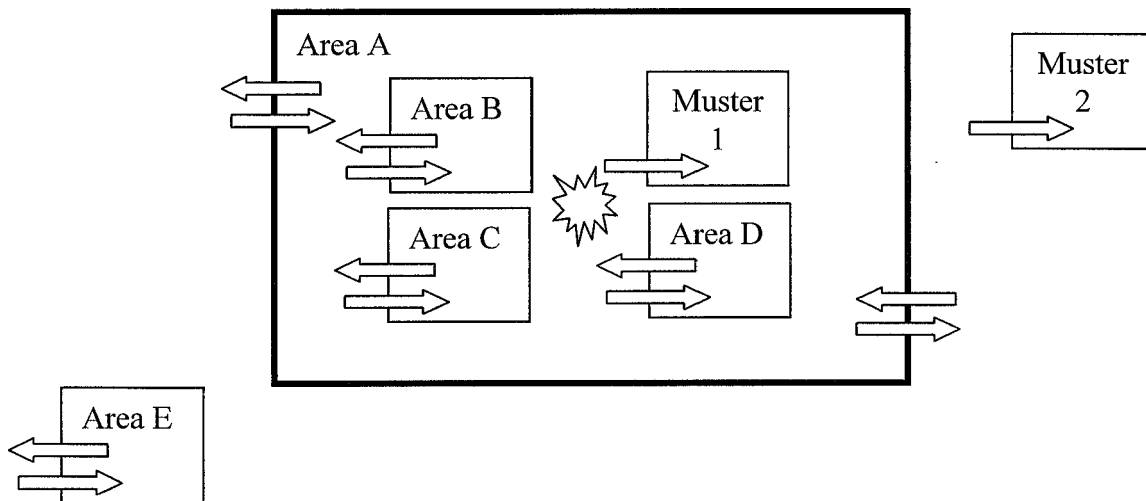
A Muster Report is intended to identify Cardholders who are still within a facility that needs to be evacuated. A Muster Station may be established where Cardholders are instructed to assemble and present their Cards as part of the evacuation process. In circumstances where this is not practical, however, any Admitted event outside the boundary of the evacuated area can be used to signal safe egress for each Cardholder. If multiple Cards have been issued to a Cardholder, this process must be adhered to regardless of which Card is used.

Two (2) Readers are required at each Door to differentiate between Admitted In and Admitted Out events. Although this configuration is used for Anti-Passback, Anti-Passback itself is not directly required for a Muster Report.

Discussion

Consider the following scenario: Area A, which contains sub-areas as shown in the drawing below, is to be evacuated.

- a. Safe Conditions:
 - i. Last Admitted Event = Admitted Out for Reader A
 - ii. Last Admitted Event = Admitted or Admitted In for Readers other than A, B, C, D, and Muster 1
- b. Unsafe Conditions:
 - i. 1. Last Admitted Event = Admitted, Admitted In, or Admitted Out for Readers B, C, D, or Muster 1.





Implementation

A Muster Report can be achieved using a Last Admitted Event Report. Note that Last Admitted Event information is recorded for each Cardholder, including the name of the Reader that generated the Admitted event, the Date/Time of the event, and the type of Admitted event (i.e. Admitted, Admitted In, Admitted Out, Admitted via Assist, etc.). For example, assume that only Cardholders with Access Level "Area A" can be admitted to areas A, B, C, and D in the drawing above. When Area A is evacuated, a suitable Muster Report for those still inside would be the following:

All Cardholders whose Last Admitted Event is Admitted In for Readers A1 or A2 OR whose Last Admitted Event is Admitted In or Admitted Out for Readers B, C or D AND the time of the Last Admitted Event is within the past X hours.

Conversely, a Muster Report of those who have access to Area A but have since been Admitted at some other Reader, presumably at a Muster Station, and are therefore not still inside would be the following

All Cardholders with "Area A " Access Level AND whose Last Admitted event is NOT for Readers A1, A2, B, C, or D AND the time of the Last Admitted Event is within the past X hours.

By creating and saving a Formula for each required Muster Report, a user can quickly produce the desired report. Furthermore, the stand-alone application *ckpReport.EXE* can be launched from a batch file located on the desktop. The batch file can contain all information necessary to run the report. As a result, the report can be obtained by double-clicking an icon on the desktop.

Finally, each report that is displayed on the screen can also be refreshed by clicking an icon on the report. This means that a Muster Report can be refreshed as needed to display the latest status without having to rerun the report.

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