

VIEVU LE4, LE5 and LE5 LITE Body-Worn Camera Warnings, Instructions & Information

This document presents important safety warnings, instructions, and information intended to minimize hazards associated with the use of VIEVU, LLC's (VIEVU) VIEVU camera systems. These instructions and warnings are for your protection as well as the safety of others. **Read the entire document before using any VIEVU system.**

These warnings and instructions are effective **October 30, 2018**, and supersede all prior revisions. The most current warnings are also available online at www.vievu.com.

- 1. Read and obey.** Read, understand, and follow all current VIEVU system instructions, manuals, warnings, and relevant VIEVU training materials before using any VIEVU system. Failure to do so could increase the risk of serious injury, system malfunctions, fire, or loss of data.
- 2. Obey applicable laws, regulations, and agency guidance.** Use the VIEVU systems only in accordance with applicable federal, state, and local laws and other regulations or legal requirements.

This document uses a signal word panel to mark specific warnings:

WARNING

This signal word panel indicates a potentially hazardous situation which if not avoided could result in fire, electric shock, damage, system malfunctions, death, or personal injury.

CAUTION

This signal word panel indicates a potentially hazardous situation which if not avoided or heeded could result in minor or moderate injury.

Warnings may be followed by instructions and information to help avoid the hazard and improve safety.

WARNING! POTENTIALLY EXPLOSIVE ENVIRONMENTS

Failure to follow these safety instructions could result in fire, electric shock, damage, system malfunctions, death, or personal injury.

Potentially explosive environments. Electric sparks in a potentially explosive area could cause an explosion or fire, resulting in serious injury or even death. Areas with a potentially explosive atmosphere are often, but not always, marked clearly. Potential areas may include: fueling areas (such as gas stations); below deck on boats; fuel or chemical transfer or storage facilities; vehicles using liquefied petroleum gas (such as propane or butane); areas where the air contains chemicals or particles (such as grain, dust, or metal powders); and any other area where you would normally be advised to turn off your vehicle engine. LE4, LE5 and LE5 LITE Body-Worn cameras contain wireless transmission technology that transfers radio frequencies over the air as a form of energy transfer. Wireless transmission has been deemed a risk factor in igniting an explosive environment. In situations where the VIEVU camera operator needs to enter a potentially explosive environment, VIEVU recommends that the user err on the side of caution and power off the camera before entering the explosive environment. A VIEVU camera should be treated the same as a cellular telephone would be treated in this situation.

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WARNING! VIEVU SYSTEM USE

Failure to follow these safety instructions could result in fire, electric shock, damage, system malfunctions, death, or personal injury.

To prevent potential injuries or system malfunctions or compromise, take the following precautions:

- 1. Handling the components.** Ensure proper connections between the VIEVU components (e.g., the VIEVU Body-Worn camera is correctly inserted into the dock). Do not drop, crush, disassemble, deform, open, incinerate, or insert foreign objects into the VIEVU system components.
- 2. Operate safely.** Be careful and attentive while using a VIEVU system, including while operating a vehicle, riding a bicycle, operating other conveyance, when dealing with potentially violent individuals, or handling a hazardous or potentially hazardous situation. If you use a VIEVU system while operating a conveyance, keep in mind the following guidelines:
 - Do not take notes, look up information, adjust the camera, or perform any other activities that require or distract your attention. Give full attention to driving or riding and to the road. Using a mobile device or mobile data terminal (MDT) while driving or riding may be distracting.
 - Get to know the VIEVU system and its features.
 - Position the VIEVU system's camera and activation buttons within easy reach.
- 3. Mount safety.** If the system causes bodily discomfort discontinue use or find an alternative way to wear the equipment.
- 4. Choking hazards.** The VIEVU systems contain small parts, which may present a choking hazard. Keep the VIEVU systems and their accessories away from small children.
- 5. Repetitive motion.** When you perform repetitive activities such as typing on a mobile phone or device, you may experience occasional discomfort, which may create injury, including permanent injury, in your hand, wrist, arm, shoulder, neck, or other part of your body. Take frequent breaks and if you have discomfort during or after use, stop use and see a physician.
- 6. Use only VIEVU-approved components, batteries, and accessories.** Only VIEVU-approved components, batteries, and accessories are to be used with the systems. Use of anything other than VIEVU-approved components, batteries, or accessories will void the warranty, may cause malfunction, and may put the user or other person at risk of injury.

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WARNING! BATTERIES

Failure to follow these safety instructions could result in fire, electric shock, damage, system malfunctions, death, or personal injury.

Damage to or improper handling of batteries could result in fire, electric shock, damage, system malfunctions, loss of data, or personal injury.

To prevent potential injuries, leaking, overheating or explosion of batteries, take the following precautions:

- 1. Do not replace the batteries in the LE4, LE5 and LE5 LITE Body-Worn cameras.** The batteries in the VIEVU camera systems are not designed to be replaced. DO NOT attempt to replace these batteries.
- 2. Avoid extreme temperatures.** Do not expose the battery to excessive heat, cold, water, other liquids, or corrosive substances. Do not use or leave the batteries for on-officer cameras near a heat source or at a very high temperature (for example, fire, heater, in strong direct sunlight, or in a vehicle in extremely hot weather). Otherwise, the battery may overheat, cause a fire, or its performance will be degenerated and its service life will be shortened.
- 3. Avoid static electricity.** Keep the battery away from sources of static electricity. Static electricity can cause damage to the battery, which could result in serious injury.
- 4. Recharging.** When recharging VIEVU equipment, use the VIEVU-approved power source specifically for that purpose. Do not reverse the positive (+) and negative (-) terminals. Do not connect the battery to an electrical outlet without using an VIEVU-approved adapter or connector.
- 5. Handling.** Ensure proper connections between the VIEVU equipment when charging a VIEVU component. To avoid risk of fire, burns, or damage to your battery pack, do not: allow a metal object to touch the battery contacts; strike or throw the battery; directly solder the battery or pierce the battery with a nail or other sharp object; disassemble, short circuit, or heat batteries; or put batteries in a fire. Doing so may cause battery explosion, battery leakage, system damage, injury, or fire.
- 6. Abnormal appearance.** If the battery gives off an odor, generates heat, becomes discolored or deformed, swollen, punctured, damaged, or in any way appears abnormal during use, recharging or storage, immediately place the VIEVU component with the battery in a contained vessel such as a metal box.
- 7. Avoid battery acid contact with skin or eyes.** In case the battery acid gets into the eyes due to the leakage of battery, do not rub the eyes. Rinse the eyes with clean running water, and immediately seek medical attention. Battery acid's contact with the eyes or skin could cause serious injury, including a loss of eyesight.
- 8. Disposal.** Dispose of any battery properly; contact your local waste disposal provider regarding local restrictions on the disposal or recycling of batteries. Do not dispose of the battery in fire or heat; the battery may explode if placed in the fire. Do not dispose of the battery in water.

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WARNING! DISASSEMBLY AND DISPOSAL

Do not disassemble. Refer to your agency's Guidance for proper handling and disposal.



CAUTION! LOSS OF DATA

Read and obey. Always follow all current instructions, warnings, and VIEVU training materials to minimize risks and the loss of data.

Properly Maintain the System. Failure to maintain or use the VIEVU system as instructed may cause the system to malfunction or fail to function properly or optimally. Recorded content in memory may be compromised, destroyed, or erased by operating mistakes, system or unit malfunction, or during repair work. Back up and save important content as necessary, after each shift, and before returning the unit for repair work.

Installation and Update of Software. Ensure the most recent software and firmware are installed on the system components.



CAUTION! MAINTENANCE

Failure to properly maintain or use the VIEVU system may cause the system to malfunction or fail to function properly or optimally, including failure to capture data and corruption or loss of data.

To reduce the risk of malfunction, including failure, corruption or loss of data:

- 1. Charging the battery.** The VIEVU system batteries must be charged prior to use. Only use the approved VIEVU chargers, charging cables, or dock units. Be aware that a battery can fail to function, fail to charge, fail to maintain a charge, or deteriorate over time.
- 2. Regularly update firmware and software.** It is important to acquire, update, and maintain the latest software update.
- 3. Storage.** Do not store the VIEVU system or its accessories in the following locations or under the following conditions:
 - Anywhere extremely hot, cold, or humid:
 - VIEVU on-officer cameras are not intended to be operated in temperatures above 122 °F (50 °C).
 - VIEVU on-officer cameras should not be stored in environments where the temperature is likely to exceed 122 °F (50 °C) (such as under direct sunlight, near heaters, or in a vehicle in extremely hot weather) or exposed to temperatures below -4 °F (-20 °C).
 - With the battery completely drained.
 - Near strong magnetic fields or mechanical vibrations.
- 4. Exposure to Magnets or Magnetic Fields.** Do not use the VIEVU system in close proximity to unauthorized magnets or magnetic fields, which may cause the VIEVU system to unintentionally turn the camera on or off.
- 5. Avoid Exposure to Wet Conditions.** If a system component (including a camera or controller) is drenched or immersed in water, seawater, or other liquid, DO NOT use the component. Do not attempt to dry the VIEVU component with an external heat source, such as a microwave oven or hair dryer. A VIEVU component that has been damaged as a result of exposure to liquids is not serviceable.

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- 6. Repairing or Modifying.** Never attempt to repair or modify the VIEVU system yourself except as specifically outlined in the model specific operating instructions. Service should only be provided by VIEVU or an authorized service provider. Disassembling the VIEVU system may cause damage that is not covered under the product warranty. For service information, go to: www.viewu.com.