EDINBORO UNIVERSITY OF PENNSYLVANIA

SECURITY AND ACCESS TO CAMPUS BUILDINGS AND FACILITIES (CLERY)

Policy No.: D005

Supersedes Policy No. D005, Dated February 23, 1995

Recommended for Approval by: [Handwritten Signature]
Mr. Guilbert Brown,
Vice President for Finance and Administration

Approved by [Handwritten Signature]
Dr. Julie E. Wollman, President

on 10 15 14
Effective Date

Review Date: As Required

I. INTENT

It is the intent of this policy to describe the procedure by which Edinboro University buildings and facilities are accessed.

II. POLICY

Due to safety and security concerns, the University maintains access standards for on-campus facilities and buildings. All individuals accessing University facilities must adhere to all federal and state laws, as well as all University policies.

The University Police Department monitors the campus for issues related to security, and any areas of concern are addressed as needed. Any individual may bring concerns to the attention of the University Police, and such concerns will be addressed.

III. PROCEDURE

A. Most University facilities are open to the public during normal business hours. Administration and academic buildings are opened at approved times and secured upon the completion of their scheduled use. Prior to scheduling any extracurricular event, the University must approve the use of the facility. When administration and academic buildings are secure, access is restricted to authorized individuals through the use of card access or authorization from the building administrator.

B. Residence hall access is restricted 24 hours/day via a card access system. Residents are provided access to the hall they live in via their access card at the designated entrances. Guests are given access to the building by the resident with whom they are visiting. The resident is responsible at all times for the guest while the guest is in the building.
C. Security surveys are conducted of University buildings and facilities, and include considerations of landscaping, locks, alarms, lighting, and communications.

D. Regular checks of all Emergency Phones are designed to find any Emergency Phones that are not working at optimum and promptly repair them. Additionally, security checks are regularly performed of all security cameras and camera activity recorders. If issues are discovered, such issues will be addressed and repaired.

IV. RELATED UNIVERSITY POLICIES

D007 Fire Emergency Preparations (Clery)
D050 Timely Warning and Emergency Notification (Clery)

V. CONTACT INFORMATION

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<tr>
<th>Contact</th>
<th>Office</th>
<th>Address</th>
<th>Telephone</th>
</tr>
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<tbody>
<tr>
<td>Chief of Police</td>
<td>Police Department</td>
<td>911 Scotland Rd.</td>
<td>814-732-2921</td>
</tr>
<tr>
<td>Administrative</td>
<td>Police Department</td>
<td>911 Scotland Rd.</td>
<td>814-732-2921</td>
</tr>
<tr>
<td>Lieutenant</td>
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