

# **Policy for the Coordination of Electronic Security Management System (SMS)**

## **George Mason University Police**

### **Department of Public Safety**

---

#### **PURPOSE**

The purpose of this policy is to standardize the type of electronic security components used, and to ensure that the devices are:

- Integrated with existing infrastructure and systems.
- Installed in pre-approved locations and by approved system integrators.
- Maintained and tested on a regular basis.

#### **SCOPE**

This policy shall apply to all personnel, colleges and departments of the University with regard to their purchase, installation, and use of electronic security devices. Exceptions to the policy stated below will be addressed on a case-by-case basis and must be approved by the Chief of Police of the George Mason University Police and Public Safety, or his/her designee. Nonconforming legacy electronic security devices must comply or be removed at the department's expense prior to July 1, 2017.

#### **POLICY STATEMENT**

The Public Safety Department ("PSD") is responsible for the coordination, approval, and management of campus-wide electronic security systems installed for the purpose of protecting the staff, students, and property of George Mason University. PSD shall make sure that all aspects of campus-wide electronic security management systems are functional and compatible with existing standardized infrastructure. This policy establishes general requirements for all university colleges and departments relating to the purchase, installation, and operation of electronic security and authorizes the George Mason University Police Department to establish rules for the purchase, installation and operation of specific types of electronic security by university personnel, colleges and departments of the University.

The purpose of electronic security is to deter crime and serve as an investigative tool to assist the University Police in protecting the safety and property of the University community. Information obtained through any part of electronic security management will be used exclusively for safety, internal security, disciplinary, and law enforcement purposes.

Campus-wide electronic security management systems include, but are not limited to the following:

- Electronic Access Control
- Closed Circuit Television (CCTV)
- Burglar and Panic Alarms
- Designated Emergency Phones (Blue Light Phones Arlington Campus Only)
- Emergency Notification Systems

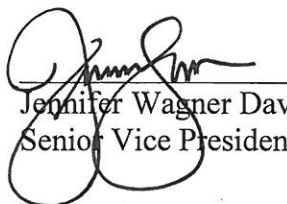
## REQUIREMENTS

All University units using any form of electronic security are responsible for obtaining approval from the Department of Public Safety prior to design or installation of any security device or system used for safety and security purposes at the University.

The Chief of Police or his/her designee has the responsibility to authorize the use of all electronic devices or systems being used for safety and security purposes at the University, and to require the removal of inappropriate or inadequate electronic security systems if in the best interest of the University.

Installation and maintenance of electronic security systems will be paid by the department(s) that requested and funded the installation. Maintenance and monitoring will be contracted through the Public Safety Department.

Signed & Approved

  
Jennifer Wagner Davis  
Senior Vice President, Finance & Administration

3-28-2019  
Date