


<b>Category</b>	Facilities and Project Management	<b>Policy Number</b>	SUP-FPM-201	 جامعة زايد ZAYED UNIVERSITY
<b>Distribution</b>	External	<b>Version</b>	2.1	
<b>Responsible Office</b>	CAFO	<b>Policy Owner</b>	CPDS	
<b>Date Approved</b>	10 June 2020	<b>Effective Date</b>	10 June 2020	
<b>Date Last Reviewed</b>	16 April 2020	<b>Due Date for Next Review</b>	16 April 2023	

## **POLICY**

### **Campus Security, Visitors on Campus, and Campus Parking**

#### **1. Purpose**

The purpose of this policy is to ensure that appropriate security measures for visitors to Zayed University and the safe use of campus parking lots are taken at all times.

#### **2. Scope of Application**

This policy applies to all university faculty, staff, students, and visitors on campus.

#### **3. Policy**

**3.1** The university will ensure campus security, approve and register campus visitors, and regulate on-campus parking.

**3.2** Zayed University ensures that security controls on all campus access gates are manned around the clock.

**3.3** Authorization for visitors to enter ZU premises must be obtained from the Campus Physical Development and Services Department prior to the visit.

**3.4** Security personnel are authorized to confirm and record the details of visitors when they arrive on campus.

**3.5** Visitors must carry a Visitor ID and be accompanied by either security personnel or the employee host at all times while they are on campus.

**3.6** Zayed University will ensure that campus parking lots are accessible to authorized persons only, and that designated parking areas are respected.

#### **4. Related Policies and Laws**

SUP-HSE-101 Health and Safety

SUP-HSE-103 Environment

## 5. Administration

This policy is administered by the Campus Physical Development and Services Department.

## 6. Revision History

Date	Revision
28 February 2023	Administrative change: <ul style="list-style-type: none"><li>• Updated the information header and policy numbers to be in line with the new format.</li><li>• Updated the policy number from SUP-CPDS-03 to SUP-FPM-201</li></ul>
10 June 2020	Approved by the CAFO.
16 April 2020	Reviewed with no substantive changes required.
6 January 2020	Updated the policy number to SUP-CPDS-03 from ADM-CAM-09 and updated the related policy numbers.
20 December 2017	Revisions approved by the University Council.
1 October 2000	Policy approved.