

**Old Dominion University**  
**Technology Policies, Standards, Procedures and Guidelines**

<b>Compliance Procedure</b>
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**Title:**                      **Safeguards for Protection Against Human, Natural and Environmental Risk**  
**Reference Number:**    **7.2.2**

**Purpose**

The purpose of this procedure is to define the process relating to safeguarding equipment and staff from human, natural and environmental risks. The intent is to ensure that people, equipment, facilities and data are protected against undue risk.

**Procedures & Related Information**

OCCS facilities that house people and that house equipment are designed to safeguard occupants and equipment. It is a "Green" building that is expected to enhance the environment for the employees. Having been built in 2003, it is up to the latest building codes and standards.

OCCS utilizes hard key locks and electronic locks to control access to all facilities. No administrative or technical staff personnel are available to visitors without going through a front office secretary or receptionist.

The building which houses OCCS is equipped with a strong system for fire detection and protection. The building is supported by a UPS battery backup system and a diesel generator to power the building in the event of a power outage.

**Last Review Date:** **February 27, 2007**