

POLICE



**8.0 PUBLIC SAFETY**



## 8.0 PUBLIC SAFETY

*2020-30 CAMPUS MASTER PLAN UPDATE*

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## 8.0 PUBLIC SAFETY INTRODUCTION

### INTRODUCTION

#### NARRATIVE



#### Police Department (UCFPD)

#### Department of Security (DS)

#### Office of Emergency Management (EM)

The University of Central Florida takes campus safety very seriously. The following units work closely to ensure that the University provides a safe environment that allows for higher education and a positive lifelong memory of UCF.

- University Police Department (UCFPD)
  - Department of Security (DS), a division of UCFPD
- Office of Emergency Management (EM)<sup>1</sup>
- Department of Environmental Health and Safety (EHS)

The Public Safety Element includes Goals, Objectives, and Policies (GOP) specific to the Main Campus in Orlando, unless stated otherwise. By providing a safe environment for the campus community to benefit fully from the teaching and research, offered. A safe and secure environment respects diversity and social, cultural, and academic values; and allows those values to develop and prosper.

UCFPD is a full-service law enforcement agency, whose mission is to reduce crime and the fear of crime by providing a safe environment for students, faculty, staff, and visitors, and the safeguarding of constitutional guarantees. The department has entered into mutual aid agreements with multiple law enforcement agencies, and partners with local, state, and federal agencies to ensure a safe campus. UCFPD uses a multifaceted approach incorporating data analysis, crime prevention, proactive policing, and community partnerships. Partnering with UCF Housing, the Dean of Students, Parking and Transportation Services, UCF Cares, Counseling and Psychological Services, and others helps ensure that a holistic approach to campus safety is maintained.

DS is a unit of the UCFPD. Its mission is to maintain the highest level of security at the University. This is accomplished by researching, implementing, and enhancing security technologies; leveraging industry best practices; partnering and collaborating with the community; and raising awareness to improve quality of life. The department proactively implements and uses camera technologies, card access, and guard services to maintain a secure and open environment where the safety of all is balanced with individual rights.

EM is tasked with creating a campus-wide culture of emergency preparedness and response. The department is responsible for coordinating a comprehensive, all-hazards approach through all

<sup>1</sup> In 2019, the UCF Department of Security and Emergency Management was split into two separate departments: the Office of Emergency Management and the Department of Security Management.



## 8.0 PUBLIC SAFETY GOALS, OBJECTIVES, & POLICIES

stages of an emergency, from prevention, protection, response, and recovery, through mitigation.

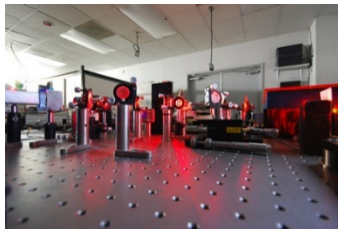
Florida Board of Governors *Regulation 3.001 Campus Emergency Management* requires the development and maintenance of an all-hazards based, comprehensive emergency management program, a Comprehensive Emergency Management Plan (CEMP), and a Continuity of Operations Plan (COOP) for the University.

Link: [BOG 3.001 Campus Emergency Management](#)

In addition to University-wide efforts, EM is available to assist colleges and departments as they develop and improve their emergency plans.

These University-wide emergency planning efforts are coordinated with the emergency planning activities of Orange County, Seminole County, and the City of Orlando, as well as other communities where the University has a presence. The University is a Participating Party to the Statewide Mutual Aid Agreement (SMAA). Developed in 2001, and revised in 2018, the SMAA is a mechanism for reciprocal emergency aid and assistance in cases of emergency throughout the state of Florida.

### Environmental Health and Safety Department (EHS)



EHS plays a vital role in preserving public safety on campus by encouraging, supporting, and promoting a culture of safety and environmental stewardship that is embraced by the entire campus community.

EHS strives to achieve this mission through the development of dynamic and comprehensive programs in the areas shown in Data & Analysis:

EHS is continually developing and revising policies and procedures to maintain an all-hazard based comprehensive environmental health and safety management program.

### RELATED ELEMENTS

See 6.0 TRANSPORTATION for more on pedestrian safety.

See 7.0 INTERGOVERNMENTAL COORDINATION for ways that UCF coordinates emergency preparedness and response with the host and affected local governments and other agencies.

### REGULATION



PUBLIC SAFETY is an optional element that UCF has added to the 2020-30 Campus Master Plan Update, for the first time.

Optional elements are permitted under BOG 21.212, but are not subject to review under Chapter 21.

## 8.0 PUBLIC SAFETY GOALS, OBJECTIVES, & POLICIES

### POLICE, EMERGENCY MANAGEMENT, AND SECURITY

#### GOALS, OBJECTIVES, & POLICIES

#### GOAL 1: Preserve a safe and secure campus environment.

**OBJECTIVE 1.1:**  
Participate with local, state, and federal agencies in public safety programs including, but not limited to, law enforcement and emergency management.

POLICY 1.1.1: The University shall maintain existing mutual aid agreements with the City of Orlando and Orange County Sheriff's Office (OCSO), and participate in other interlocal agreements as necessary to address law enforcement, emergency services, and fire protection.

POLICY 1.1.2: The University shall continue to participate in the Orange County Local Hazard Mitigation Strategy Work Group, and similar multi-agency coalitions, and work in partnership with Orange County Emergency Management, the City of Orlando Emergency Management, and Seminole County Emergency Management as may be required by the Federal Emergency Management Agency and the State of Florida.

POLICY 1.1.3: The University shall remain a signatory to the Florida Statewide Mutual Aid Agreement (SMAA).<sup>2</sup>

POLICY 1.1.4: EM and UCFPD will participate in and work closely with the Central Florida Intelligence Fusion Exchange (CFIX) to share and receive intelligence specific to public safety.

POLICY 1.1.5: EM will participate in the Regional Domestic Security Task Force (RDSTF) on the Campus Security, Emergency Management, and Critical Infrastructure committees.

POLICY 1.1.6: EM will work with the federal Department of Homeland Security (DHS) Protective Security Advisor (PSA) to protect UCF critical infrastructure and key resources.

**OBJECTIVE 1.2:** Provide safe facilities and public safety programs to the university population to reduce vulnerability to crime, threats, hazards, and emergency events.

POLICY 1.2.1: The University shall provide adequate space and facilities for public safety, particularly to meet the needs of the UCFPD, EM, DS, and EHS.

POLICY 1.2.2: EM will keep the University community aware of hazards, threats, and warnings using multiple redundant warning systems.

POLICY 1.2.3: The University shall provide an Annual Safety and Fire Safety Guide as required for the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*.<sup>3</sup>

<sup>2</sup> In 2018, the SMAA was modified by the Division of Emergency Management. It has been adopted by all 67 Florida Counties and has 700 signatories. (Counties, cities, colleges and universities, authorities, etc.) Link: [SMAA 2018](#)

<sup>3</sup> The "*Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*" is a federal statute requiring colleges and universities participating in federal financial aid programs to maintain and disclose campus crime statistics and security information.

## 8.0 PUBLIC SAFETY GOALS, OBJECTIVES, & POLICIES

POLICY 1.2.4: EM shall be responsible for facilitating a comprehensive, all-hazards approach to prevent, protect against, mitigate, respond to, and recover from threats and hazards, while coordinating with UCF Emergency Support Functions and the Emergency Policy Group.

POLICY 1.2.5: EM will maintain, operate, and direct the UCF Emergency Operations Center (EOC), which supports the University during any large events, emergencies, or disasters.

POLICY 1.2.6: UCFPD, DS, Facilities Operations, and UCF IT shall continue to monitor the Blue Light emergency phones and provide new phones or upgraded services as needed.

POLICY 1.2.7: UCFPD shall provide confidential advocacy and victim services to support members of the campus community.

POLICY 1.2.8: UCFPD shall provide property and bicycle registration for members of the community.

POLICY 1.2.9: DS will maintain and operate the Global Security Operations Center (GSOC) to support the University during any incidents or large events.

POLICY 1.2.10: DS shall incorporate access control into new structures and update older facilities.

POLICY 1.2.11: DS will implement and manage surveillance systems to enhance public safety.

POLICY 1.2.12: UCF IT will evaluate the need for Public Safety Distributed Antenna Systems (DAS), and include them in new buildings if needed to ensure that emergency responders can maintain wireless communications within a building in emergency situations.

POLICY 1.2.13: EM will work with UCF Facilities and Safety to investigate the hardening of University buildings against hazardous weather.

### ENVIRONMENTAL HEALTH AND SAFETY

#### GOALS, OBJECTIVES, & POLICIES

#### GOAL 1: Maximize facility safety.

##### OBJECTIVE 1.1: Ensure thorough construction review process.

POLICY 1.1.1: EHS will continue to use appropriate procedures and software to track construction plan reviews, inspections, and final permitting.

POLICY 1.1.2: EHS will continue to document the thorough review of 100% drawings to ensure both building and fire code compliance.

## 8.0 PUBLIC SAFETY GOALS, OBJECTIVES, & POLICIES

### OBJECTIVE 1.2: Address state fire marshal violations.

POLICY 1.1.3: EHS will continue to document construction inspections.

POLICY 1.2.1: EHS will develop and implement processes to manage State Fire Marshal (SFM) violations, identify corrective actions, and follow-up to ensure completion.

POLICY 1.2.2: EHS will conduct inspections with the SFM.

POLICY 1.2.3: EHS will submit work orders and notifications for corrective actions to appropriate parties.

POLICY 1.2.4: EHS will conduct follow-up inspections to ensure corrections are completed.

### GOAL 2: Maximize research safety.

#### OBJECTIVE 2.1: Reduce laboratory findings.<sup>4</sup>



#### OBJECTIVE 2.2: Ensure proper chemical inventory control.

#### OBJECTIVE 2.3: Ensure proper environmental management.

POLICY 2.1.1: EHS will conduct and document training courses for all registered UCF laboratory workers: including, but not limited to, courses in Biological Safety, Bloodborne Pathogens, Chemical Safety, Hazardous Management and Disposal, Laboratory Safety, Laser Safety, Controlled Substances, Animal Exposure, etc.

POLICY 2.1.2: EHS will conduct thorough lab inspections, identifying which issues the Principal Investigator (PI) can correct and which are facility issues, and submit inspection results and work orders as necessary.

POLICY 2.1.3: EHS will conduct inspections after 30 days and report any non-compliance to Chair or Dean as appropriate.

POLICY 2.2.1: EHS will conduct annual verification of chemical inventory by department, and coordinate the disposal of expired chemicals and hazardous materials in compliance with federal, state, and local regulatory requirements.

POLICY 2.2.2: EHS will send results of verification to Chair or Dean as appropriate.

POLICY 2.3.1: EHS will continue to maintain all environmental permits, applications, and renewals consistent with all local, state, and federal laws and regulations.

POLICY 2.3.2: EHS will continue to develop and implement processes to manage required sampling and inspections.

### GOAL 3: Limit risk and liability to the University

#### OBJECTIVE 3.1: Reduce accidents on campus.

POLICY 3.1.1: EHS will continue to conduct trend analysis to determine the highest incidence causes and the highest incidence groups and to determine accident types and locations on campus.

<sup>4</sup> Laboratory issues that are discovered during EHS laboratory inspections and require attention or correction.

## 8.0 PUBLIC SAFETY GOALS, OBJECTIVES, & POLICIES

### **OBJECTIVE 3.2: Ensure event safety processes are followed.**

POLICY 3.1.2: EHS will continue to develop policies to mitigate hazards associated with accidents.

POLICY 3.1.3: EHS will continue to develop and implement a training plan targeting the groups with the highest incidence rates.

POLICY 3.1.4: EHS will continue to inspect any areas identified as trend "hot spots" to confirm that the hazards have been corrected.

POLICY 3.1.5: EHS will continue to develop appropriate policies to mitigate hazards associated with accidents.

POLICY 3.2.1: EHS will continue to review each Safety Action For Event (SAFE) form and document actions taken.

POLICY 3.2.2: EHS will continue to maintain electronic copies of event-related fire safety information.



### PUBLIC SAFETY

#### NARRATIVE

UCF takes a well-rounded approach to Public Safety, with multiple departments and offices working together to ensure a safe environment, including primarily:

- University Police Department (UCFPD)
  - Department of Security (DS)
- Office of Emergency Management (EM)
- Department of Environmental Health and Safety (EHS)

Other departments, such as Facilities Operations, Facilities Planning and Construction, and Landscape and Natural Resources, also participate in UCF's safety efforts.

#### DATA & ANALYSIS

#### Environmental Health and Safety



To promote a culture of safety and environmental stewardship, EHS is involved in many aspects of campus and public safety, including, but not limited to:

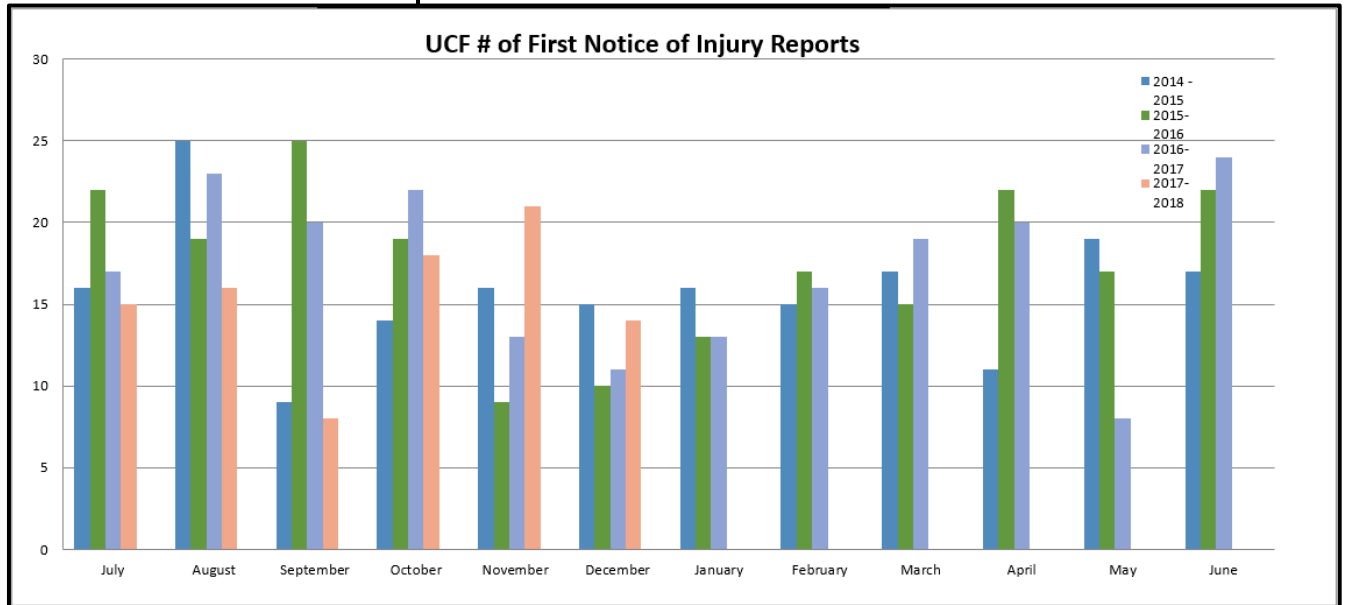
- Laboratory Safety Programs
- Research Safety Courses
- Field Research Safety Guidelines
- Biological Safety
- Laboratory Decontamination Procedures
- Laboratory Environmental Management Procedures
- Controlled Substances, Disposal, Purchasing Procedure
- Chemical Safety, Chemical Inventory Policy
- Radiation-Producing Equipment
- Laboratory Close-out Procedures
- Environmental Assessment of Laboratory Equipment Prior to Surplus, Salvage or Disposal Procedure
- Animal Safety and Animal Exposure Programs
- Laser Safety
- University Building and Fire Code Compliance
- Fire Safety
- Building Evacuation
- Contractor Environmental Management Procedures
- Facilities and Safety Fire Watch Procedures
- Hazardous Waste
- Hazardous Materials Shipping, Receiving, and Transportation
- Procurement, Use, and Possession of Hazardous Materials

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- Universal Waste Procedure
- Environmental Management Procedures for Facility and Maintenance Personnel
- Tent and Temporary Structure Permit Procedure
- Workplace Safety
- Automated External Defibrillators (AED)
- Response to Job-Related Employee Illness or Injury
- Aerial Lifts Operating Procedure
- Confined Spaces Entry Procedure
- Electrical Safety Procedure
- Hearing Conservation Procedure
- Lock-out Tag-out Procedure
- Respiratory Protection Procedure

**Figure 8.0-1  
Injury Reports**

EHS tracks injuries on the UCF campus by fiscal year. All injuries are investigated, tracked and properly addressed.



### EMERGENCY COMMUNICATIONS

#### UCF ALERT



UCF PD, EM, and UCF Communications determine which communications tools will be used during an emergency.

UCF Alert is a multi-media communications system that provides timely, accurate information about emergency situations that could impact the University. UCF will send emergency notifications without delay to ensure that the community is alerted as soon as possible. The goal is to help keep the campus safe and informed during an emergency. UCF Alert features several communications tools, including e-mails, text messages, web updates, social media, sirens, and more.

## 8.0 PUBLIC SAFETY DATA & ANALYSIS

### BLUE LIGHT EMERGENCY PHONES



UCF has over 250 Blue Light emergency phones which, when activated, connect the caller directly with a police dispatcher.

UCF requires the services of multiple departments to plan, design, construct, maintain, and publicize Blue Light emergency phones:

- EM selects the location for each phone and attends construction meetings to discuss and design.
- UCF IT works with DEM to ensure the locations selected are within the proper distance and have the proper infrastructure to support the phone, i.e., including a camera.
- The UCF Design, Construction, and Renovation Standards require two Blue Light emergency phones for each new building.
- SM installs and maintains cameras, if so equipped.
- UCF PD manages recurring costs.
- UCF IT maintains, tests, and upgrades when necessary.

UCF PD maintains an informational website and locator map.

Link: <http://www.emergency.ucf.edu/Plans/lightphonemap.pdf>

### HURRICANE PREPAREDNESS



The UCF Main Campus is located approximately 36 miles from the east coast and 90 miles from the west coast of Florida, and is subject to impact by hurricanes. Hurricane season lasts from June 1<sup>st</sup> through November 30<sup>th</sup>, with the busiest part of the season usually occurring around the start of the Fall semester.

The University is experienced in responding to violent storms; however, an extremely important part of the process is for UCF students, faculty, and staff to be prepared.

Link: <http://www.emergency.ucf.edu/hurricanes.html>

### SAFETY GUIDE AND CRIME STATISTICS

In accordance with the Clery Act <sup>5</sup>, UCF PD publishes an Annual Safety and Fire Safety Guide.

Link: <https://police.ucf.edu/crime-statistics>

<sup>5</sup> The “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” is a federal statute requiring colleges and universities participating in federal financial aid programs to maintain and disclose campus crime statistics and security information.