UNIVERSITY OF ALBERTA
FACULTY OF MEDICINE & DENTISTRY

This procedure is governed by its parent policy. Questions regarding this procedure should be addressed to the Office of Administrative Responsibility.

Security Plans Procedure

Office of Administrative Responsibility:	Office of the Dean, Faculty of Medicine & Dentistry
Approver:	Dean of the Faculty of Medicine & Dentistry (or designate)
Scope:	Compliance with Faculty procedure extends to all members of the Faculty community and other members of the University community who are in facilities and buildings assigned to the Faculty of Medicine & Dentistry

Purpose

This procedure describes the existence, use and updating of security plans for the Faculty.

PROCEDURE

1. SECURITY PLANS FOR THE FACULTY

    a. A security master plan has been developed for Faculty facilities, based on a threat and risk assessment conducted in 2004.
    b. The security master plan is to be referred to and considered in planning, budgeting and designing of Faculty renovations and new construction as well as in the planning, budgeting and design of security systems. This is the responsibility of
        i.   Director of Facilities Planning & Projects.
        ii.   Security, Health & Safety Advisor.
        iii. Department chairs.
        iv.   Facility directors.
        v.   Institute directors.
        vi.   Divisional directors.
    c. The threat and risk assessment and overall security system master plan is to be revisited, and adjusted if required:
        i.   At minimum every three years.
        ii.   Immediately following a significant security related event within the Faculty, on campus or elsewhere.
        iii. At other times as may be so instructed by the Dean (or designate).
    d. The Security, Health & Safety Advisor is responsible for maintaining an up to date record of the Faculty's threat and risk assessment and security master plan.

DEFINITIONS

Any definitions listed in the following table apply to this document only with no implied or intended faculty-wide or institution-wide use. [▲Top]

	There are no definitions for this procedure.

OTHER DOCUMENTS

University of Alberta

    Lands and Buildings Security Policy

    Access Control/Security Systems on Urban Campus Areas Procedure

    Building Hours of Operation Procedure

    Control Centre Alarm Monitoring and Response Procedure

    Lock Changes, Key Request and Key Control Procedure

FoMD

    FoMD Physical Security Policy

    FoMD After Hours Access Procedure

    FoMD Designated Security Authority Procedure

    FoMD Requesting a Security Assessment Procedure

    FoMD Requesting a Security System Procedure

    FoMD Funding for Security Systems Procedure

    FoMD Operation and Maintenance of Security Systems Procedure

    FoMD Responsibilities of Key Holders, PIN Holders and Card Holders Procedure

    FoMD Responsibilities of the Supervisors of Key Holders, PIN Holders and Card Holders Procedure

    FoMD Responsibilities of the Unit Administrator Procedure