

Computer Center Security Access Policy

This policy was written for all employees who do not have full building security access, and who work during business hours. These employees do not have access to the NOC area, or the Cold Room. Due to Operational reasons, the Computer Center has eliminated the third shift that was staffed from, 11:00pm to 07:30am. Therefore, business hours will now be changed to 07:00am to 05:00pm. During all other hours, the building will remain locked. NOC Operations is now covered from 07:00am to midnight. Black phone outside of the building is staffed by UPD from midnight until 07:00am, and the building will also remain alarmed during these hours. For business hour employee's who need to enter the building after 05:00pm, until midnight, pick up the black phone outside the door, identify yourself and ask for the Operator to let them in. If an employee that works during regular business hours has a need to come into the building when the building is locked and alarmed, please see your manager.