

## Public Safety Camera Approval

University Policy 1.7 governs the use of Electronic Equipment for Surveillance Purposes on campus. Procurement and use of such equipment requires the approval of the President of the University, in consultation with the University General Counsel. The Chief of the University Police Department will oversee that the proper equipment is chosen, will advise on installation, and will ensure that the use and review of any information is handled appropriately.

This approval form should be completed, explicitly outlining how the equipment is needed for the “protection of life and property”, and should be sent in hard copy form to the Chief of Police for review, who will provide it to the President for signature. Once the use is approved by the President, you will be notified and it will be routed back to the Police Department for completion of the request. Please feel free to attach additional sheets as needed.

**What location are you requesting a public safety camera for:**

**Why is a public safety camera needed at this location:**

**Is this equipment meant to be permanent?** \_\_\_\_\_

**If not, please indicate length of time a public safety camera will be needed:** \_\_\_\_\_

**Request submitted by:**

**Request approved by:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

Dr. Aondover Tarhule, President

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Request reviewed by:**

\_\_\_\_\_  
Jeannie Barrett, General Counsel

\_\_\_\_\_  
Aaron Woodruff, Chief of Police  
Illinois State University Police Dept.