

Policy Source: Gwinnett Tech	Owner: Chief of Police	Effective: 1999
Division: Technology & Operations	Reviewed: 6/2005, 8/2009, 2/2010, 4/2019, 12/2020, 4/2024 Revised:4/2024	

### 7.3.1 GT Office of Security and Campus Overview

The multicolored Emergency Information wall placards provide guidelines and guidance for dealing with on-campus emergencies. In no way should these placards be the sole source for emergency planning or critical incident control.

All staff and faculty should be familiar with these guidelines. We should further know our emergency evacuation routes and nearest exit. We should inform our students of these routes and exits.

The guidelines are identified by a series of alarms/warning systems will enable a single public address system announcement to warn all students, staff, and faculty of any critical incident that may be approaching or is in progress. The alarm/warning system announcement plan in the brochure explains what event is underway and provides guidelines and procedures to follow, should an incident occur.

It is our mission to offer a safe, secure, and comfortable educational and work environment. With these guidelines, policies, and procedures, we can accomplish this task.

Gwinnett Technical College has an Office of Police. The police chief leads the department and the office is located in the Administration Building 100, room 604. The chief is responsible for the day-to-day safety and security of the students, staff, faculty, facilities, and the visiting public. The phone number for the Office of Campus Police for Lawrenceville campus is 678-226-7377, Alpharetta campus is 470-282-5440.

Gwinnett Tech also employs Gwinnett County Police Officers on a part-time basis. These officers have special training in dealing with Campus and college related law enforcement needs. These officers are on campus from 8:00 a.m. until 11:00 p.m.

The law enforcement staff on campus is equipped to handle any and all emergencies that occur on campus. This includes, but is not limited to: medical situations, domestic situations, student misconduct, and traffic flow. **Officers on campus are available for personal meetings with staff, faculty, students, or others that have a need for law enforcement or related advice**

The Police Officers can be contacted by several methods:

1. By dialing 7377 Lawrenceville campus, 5440 Alpharetta campus using an in house phone, and making a request for assistance of police;
2. By dialing the cell phone number: 678-226-7377 Lawrenceville campus, 470-282-5440 Alpharetta campus;
3. By frequency 1 on the black radio By dialing 911.