



## University of Regina Campus Security Request for CCTV

**Date:**

**Requesting Department:**

**Contact person:**

**Area description for CCTV:**

**Number of cameras requested:**

**Reason for request of CCTV (What are you hoping to accomplish?)**

**FOAPAL number** \_\_\_\_\_

*To be completed by Campus Security*

**Recommended Location and Camera Placement:**

**Prior Incident reports (if applicable):**

**Observations:**

The Department will accept costs for initial installation of \_\_\_\_\_ per camera. This includes the camera, installation and hook up and recording by the central university CCTV system. Maintenance of the camera may be charged to the owning department however system maintenance will be a central responsibility. Campus Security reserves the right to review costs and enter into negotiations with owning units should maintenance be extreme. All cameras will be installed as per the University's policy: [Installation and Use of Video Surveillance Systems](#).

**Signatures:**

**Area Contact:**

**Security Patrol Person reviewing:**

**Campus Security Director Review:**

**Submission Date to Project Manager:**

**Date of Commissioning Meeting (with Project Manager, Campus Security and Requesting Contact):** \_\_\_\_\_