NON-ADHERENCE TO SECURITY RULES IN OFFICES

Security reports from Faculties, Departments and Units in recent times indicate that basic security rules are not being adhered to in offices.

Despite several warnings, efforts and pieces of advice to educate the University staff on the need to accept basic security practices as their civil responsibilities, there has been little or no result.

Staff of the University are hereby enjoined to please comply with the simple security regulations in their offices as follows:

(a) Avoid giving out office keys to students, interns, relations and other unauthorized persons, especially after working hours;

(b) Always switch off all electrical appliances at the end of working hours. These include television sets, air-conditioners, computers, radios, fans, among others.

(c) Always lock all doors and windows at the end of working hours; and

(d) Ensure proper control of the use of laboratories, libraries and common rooms in Departments and Faculties: Students and other unauthorized persons should not be allowed to use laboratories without regular staff in attendance.

Deans, Heads of Departments and Units are enjoined to please educate their staff to adhere to these basic rules.

Thank you.

Olujimi I. Olukoya, MNIM, FPA
Registrar

SECURITY TELEPHONE NUMBERS: IN EMERGENCY SITUATIONS

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