PHYSICAL SECURITY

A basic overview of some specific things that can be done by our general campus population to help ensure the Physical Security of our campus lands.

715-394-8114
or Emergency - 911
General Open Land Areas

- Our campus does not have fences around our general open land areas.
- Anyone and anything can gain entry into these areas.
- When passing by any of these areas be aware of anything that might appear to be out of the ordinary and report it to Campus Safety immediately at 715-394-8114.
Fenced Areas

- Ensure that all gates have working locks with a limited number of persons with the key or combination to unlock them.
- Ensure that the last person out always locks the gates.
- When passing by any of these areas be aware of anything that might appear to be out of the ordinary and if observed contact (715)394-8114.
Buildings

- All buildings are locked up after hours and on weekends and holidays with some exceptions.
- If you have a key and unlock a door to get in, make sure that it is locked when you leave it, entering and leaving. Pull the door shut behind you to make sure that it is closed and locked.
- Be aware of your surroundings and report anything unusual to Campus Safety immediately at 715-394-8114.
- If a fire alarm goes off, you must leave the building immediately. Once safely outside, call 911 then Campus Safety.
Offices

- Always lock your office door when you leave, even if only for a few minutes.
- Always keep your important file cabinet doors/drawers locked. Unlock them for each use and relock them when you are done.
- Do not leave anything of value out in plain view that you do not care to give away to anyone that might look into your door/window and see it.
- Be aware of your surroundings and report anything unusual to Campus Safety immediately at 715-394-8114.
- If a fire alarm goes off, you must leave the building immediately. Once safely outside, call 911 then Campus Safety.
Classrooms

- Some of our classrooms have expensive Audio/Visual equipment in them.
- Always make sure that the last one out of these classrooms turns off the lights, closes any open windows, and locks all of the doors if they have a key.
- When in use make sure that all doors are unlocked, clearly marked as exits, and unobstructed.
- Be aware of your surroundings and report anything unusual to Campus Safety immediately at 715-394-8114.
- If a fire alarm goes off, you must leave the building immediately. Once safely outside, call 911 then Campus Safety.
Labs

- Always make sure that the last person out turns off the lights, closes any open windows, and locks up the doors if they have a key.
- Always make sure that the two person rule is used when using any type of chemicals, gases, or electricity.
- When in use make sure that all exits are unlocked, clearly marked, unobstructed and properly ventilated.
- Be aware of your surroundings and report anything unusual to Campus Safety immediately at 715-394-8114.
- If a fire alarm goes off, you must leave the building immediately. Once safely outside, call 911 then Campus Safety.
Auditoriums

- Always ensure that the last person out with keys turns off the lights and locks up all of the doors. Inform Campus Safety that this has been done, or that the event is done if the last person out has no keys.
- When in use ensure that all exits are unlocked, clearly marked, and unobstructed.
- Be aware of your surroundings and note anything that looks out of the ordinary and report it to Campus Safety at 715-394-8114.
- If a fire alarm goes off, you **must** leave the building immediately. Once safely outside, call **911** then Campus Safety.
Residence Hall Rooms

- Always lock your doors and close your windows when you leave your room even if only for a few minutes.
- Do not leave any items of value out in plain view from your doorway or windows.
- Record the serial numbers of all electronic items and take a picture of them. Keep a hard copy record of any personal identifying markings that you may have put on your equipment.
- Be aware of your surroundings and note anything that looks out of the ordinary and report it to Campus Safety at 715-394-8114.
- If a fire alarm goes off, you must leave the building immediately. Once safely outside, call 911 then Campus Safety.
Parked Vehicles

- Always lock all doors and make sure that all windows are fully rolled up.
- Do not leave anything of any value out in plain view that you do not wish to give away.
- Be aware of your surroundings and those around you before exiting your vehicle, especially at night, note anything that looks out of the ordinary and report it to Campus Safety at 715-394-8114.
Bicycles

- Always lock up to a bicycle rack.
- Fully metal U-type locks are highly recommended due to their extra strength and guarantees.
- Register your bicycle for free with UW-Superior Campus Safety and get a registration sticker and entry into our database with a picture of your bike.
Campus Safety is Everyone’s Responsibility and You Can Take Action