



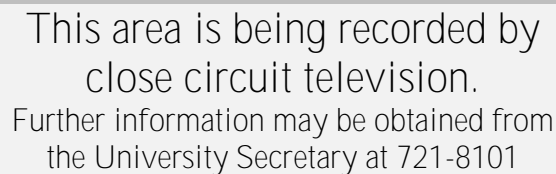
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EQUIPMENT ORIENTATION

The staff in Biotechnical Support Centre, Petch 257 will be an invaluable resource for you during your time in this department. To use any of the common equipment in the department you are required to have training by the staff in BSC. Prior to keys being issued, you are required to meet with the staff in the BSC, who will sign off below that you have done so.

BSC staff signature: \_\_\_\_\_

## ELECTRONIC SURVEILLANCE

As the Department of Biochemistry and Microbiology uses and stores pathogenic microorganisms, we are required to have security measures that ensure biocontainment. The Department of Biochemistry and Microbiology uses closed circuit television cameras to monitor a number of rooms that require keys to access. Rooms under closed circuit television surveillance will have the following sign displayed near the point of entry. Personal information (images) collected through closed circuit television will only be used and disclosed in accordance with the BC *Freedom of Information and Protection of Privacy Act* and the university's Television Surveillance Policy. Further information is available upon request in the general office, Petch 207 or the University Secretary's office.



This area is being recorded by  
close circuit television.  
Further information may be obtained from  
the University Secretary at 721-8101



# PERSONAL SAFETY

There will be times when the nature of your research requires you to work after hours in the lab. If you are working alone after hours, there are some safety precautions you should take to ensure your personal safety. The first of these is, whenever possible keep your lab door shut and locked. If you find an external door propped open, close it.

Campus Security Services (CSEC) offers a SafeWalk and a Campus Alone Service <http://www.uvic.ca/security/home/safewalk/index.php>. SafeWalk is an escort service to and from your vehicle. Campus Alone allows you to 'check in' and 'check out' when you are working alone on campus. If you forget to check out at the time you anticipated leaving, CSEC will come to see if you are okay.

Emergency numbers:

Campus Security (24 hrs)  
250-721-7599