



**The University of Akron Police Department
Request for Security Camera System Access**



First Name:	Last Name:	Middle Initial:
Extension:		
Office Location:	Department:	
Action Requested:		
<input type="checkbox"/> Add access rights	<input type="checkbox"/> Remove access rights	<input type="checkbox"/> Change existing access rights
Reasoning for access:		

Confidentiality:

I understand that the data contained in the University of Akron Surveillance System must be held in strict confidence and must not be shared with any individual or group of individuals – on/and or off campus – who do not have an express business reason to receive such data.

Password Protection:

I agree that I will never share my password with any individual. I further agree that I will report to The University of Akron Police Department as soon as possible if I believe my password has been compromised or used without my permission.

I understand that access to The University of Akron Security Camera System is granted for the purpose of conducting official University of Akron business. I further understand that failure to abide by these rules may be cause to revoke my access to The University of Akron Security Camera System and may be grounds for disciplinary action. Finally, I understand that I am required to report any actions by others that I observe which I believe may represent security violations.

User Signature: _____

Date: _____

Date: _____

Name and Title of Supervisor (print)

Supervisor comments: _____

Completed forms should be submitted to:

The University of Akron Police Department
Akron, Ohio 44325-0402

Signed, scanned forms can be sent via email to: uapd@uakron.edu

The video images are considered security records under section 149.433 of the Revised Code, because they are used to protect and maintain the security of the university. A record kept by a public office that is a security record is not a public record under section 149.43 of the Revised Code and is not subject to mandatory release or disclosure under that section. Any record requests, including subpoenas, will be directed to the office of general counsel for a response.