

## SECTION 24

### ONSITE SECURITY

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All requests needing onsite security (e.g., event with alcohol, prom, crowd over 500 attendees) must be in [Astra](#) at least sixty (60) days prior to the event. Requests will be reviewed and security requirements, if any, will be solely decided by The University of Texas at Tyler Police Department (UTPD).

Security is provided by UTPD. If outside security personnel are also preferred, UTPD must be contacted for approval under UTS 170. If approval is granted, any additional security personnel will report to the UTPD officer in charge of the security operations.

If attendance at an event exceeds that communicated in the contract, or if the safety code capacity is reached, UTPD will require the event sponsors to cease admitting guests or terminate the event.

Events that are planned to extend beyond normal building hours must be authorized by Scheduling & Conference Services, so arrangements are made for securing the venue and the building.

Maps referencing emergency locations are on each floor of each university building.