



CAMPUS ADVISORY

Tuesday, July 3, 2012

Please note that all offices must be locked at all times when not in use and after hours. This safety practice will help ensure laptops and other valuable equipment in the workplace is secure. All offices found unlocked by campus police will be locked and reported to the appropriate dean.

We appreciate everyone's efforts in contributing to a safe campus. As we reported last month, an unknown suspect has been breaking into multiple offices on campus after hours.

The El Camino College Police Department is continuing a vigilant watch to apprehend this individual. However, you can help as well, by immediately reporting any suspicious activity to campus police.

As a reminder, lock office doors when leaving; do not leave cash or personal valuables in your office/work station at any time; and secure valuables at all times when you are in your office/work station, either in a locked drawer or cabinet.

In an emergency, contact campus police by calling 911 from any pay phone on campus; or by calling 310-660-3100 from a cell phone.

BE AWARE! BE SAFE!