



Campus Public Safety Mandate

SIMON FRASER UNIVERSITY

Date December 3, 2020

1.0 PURPOSE

- 1.1 The purpose of this document is to identify the mandate, roles and responsibilities Campus Public Safety will fulfill as a service department within the University.

2.0 MANDATE

- 2.1 Campus Public Safety is an operational service and strategic support department. The department protection entity created by the university in

broader role to provide a safe and secure place for students, faculty and staff.

- 2.2 Campus Public Safety is a component of the Safety & Risk Service division, which has an overarching mandate to collaboratively enhance safety of students, faculty, staff and the public and mitigate risks. The mission of Safety & Risk Services is to *support excellence in learning, teaching and research for the university community through collaboratively facilitating and advancing world leading standards and practices in safety, security and the management of risk.* To support this mission, Campus Public Safety has the responsibility to assist the university community to prevent against, prepare for, respond to, and recover from threats and risks that would impact the public safety, resources and operations of the university community,

3.0 DUTIES, RESPONSIBILITIES AND JURISDICTION

3.1 The safety of the university community is a responsibility shared by three divisions within Safety & Risk Services: Campus Public Safety, Environmental Health & Safety and Enterprise Risk & Resilience.

3.2 Campus Public Safety is mandated to support the university by providing a safe and secure environment for students, faculty, staff, contractors and visitors. This mandate applies to any event, behaviour, circumstance, or condition occurring on or in relation to university property that may pose an immediate or reasonably foreseeable threat to the safety and/or security of members of the university community and/or visitors, or that may damage or limit the use of university grounds, property or operations. In cooperation and collaboration with other university partners, Campus Public Safety bears the shared responsibility to perform the following duties to fulfill this mandate:

- a) Protection of persons from harm;
- b) Emergency response and incident command;
- c) Occurrence response, inquiries and investigations pursuant to designated university policy;
- d) Compliance activities pursuant to university policy;
- e) Identification, assessment of and response to safety and security related risks and threats to the University community, operations, resources, and infrastructure; and
- f) Community engagement activities to support a safe living, working, learning, and research environment.

3.3 This mandate centers around eight core functions, each of which serve to enhance the personal safety of all members of the university community in support of the larger mission of the Safety & Risk Services division, and which shall be facilitated by Campus Public Safety in a manner that engages the campus communities and creates a culture of safety through collaboration and shared responsibilities. The Senior Director, Campus Public Safety, is responsible to the Chief Safety Officer for sustaining the following core functions:

- a. Ensuring timely and appropriate emergency incident response and management;
- b. Providing first aid services including for example, initial response to medical emergencies, injuries and cardiac arrest, but does not include advanced assessment, diagnosis and/or treatment of illnesses, ailments or pre-existing ailments;
- c. Responding to, assessing and/or investigating, mitigating and/or managing identified safety and security risk events within jurisdiction that may compromise the safety and security of the university community and resources, or which may negatively impact the continuity of university operations or university reputation;

- d. Maintaining continuous, proactive safety and security technology services and protection patrol;
- e. Facilitating the safe movement of pedestrian and vehicular traffic on campus roadways through education and compliance activities;
- f. Ensuring compliance with federal and provincial statutes and university policies related to public safety, personal security, and resource protection;
- g. Developing and facilitating public education programs to foster a culture of safety, security and resource protection across the university; and
- h. Maintaining a professional and transparent operational structure.

4.0 INTERACTION, LIMITATIONS AND ACCOUNTABILITY

- 4.1 Through this mandate, Campus Public Safety supports the academic process and academic support functions of the University by helping to create a safe and secure learning, working, living, and research environment. To achieve this, Campus Public Safety will engage with the community on several levels to support a safe and secure environment, including but not limited to:
 - a) Development and facilitation of public safety and asset protection education services, programs and initiatives;
 - b) Participation in interdisciplinary committees and working groups to support public safety and asset protection; and
 - c) Partnerships with internal and external community stakeholders in the furtherance of public safety.
- 4.2 Campus Public Safety will maintain a transparent and accountable operating structure through compliance with regulation and policy, community engagement activities, annual open house events, establishing and maintaining a public safety advisory group, and through an internal audit review no less than every five years.
- 4.3 Campus Public Safety has no authority to intervene in matters relating to complaints of harassment or breaches of human rights unrelated to personal or public safety risk, matters of academic freedom, or freedom of assembly where no public safety or security risk exists.
- 4.4 Campus Public Safety has no authority to intervene in managing and investigating reports of sexual violence and misconduct, nor in establishing consequences and disciplinary measures as per the University's Sexual Violence and Misconduct Prevention, Education and Support Policy (GP44). Campus Public Safety acknowledges that at times a Survivor may choose to initially report or disclose sexual violence or misconduct to Campus Public Safety and that the Survivor is entitled to all confidential supports and services outlined under sections 7 and 8 of GP44, under mandate of the Sexual Violence Support & Prevention Office.
- 4.5 To support delivery of services to the university community, Campus Public Safety will engage in continuous professional development, including in areas of communication and de-escalation skills, bias, equity, diversity, inclusion and mental health first aid.

5.0 REVIEW AND ADMINISTRATION

- 5.1 This mandate must be reviewed at intervals of no more than every five years and may always be reviewed as needed. Reviews will include consultation with community stakeholders, including but not limited to Simon Fraser Student Society, Graduate Student Society, Faculty Relations and the Sexual Violence Support and Prevention Office.

6.0 AUTHORITY

- 6.1 This mandate is administered under the authority of the Chief Safety Officer.