



Kutztown University Policy STU-019

Personal Protective Services

A. Purpose

To insure the welfare and safety of all persons while on the property of the University.

B. Scope

This policy applies to all who are authorized to host, schedule and/or conduct events on university property.

C. Definition(s)

Protective Services - Services requested and/or provided for the safety and well-being of life and property.

Director –Director of Public Safety and Police Services at Kutztown University.

Law Enforcement Officer - Any duly authorized employee of a unit of government, which in the course of their duties, is authorized to enforce laws.

Bodyguard - Any person privately employed, retained, and/or requested to protect either persons or property from harm.

Events - A scheduled activity, lecture, performance, or appearance which is and/or has been approved by a University group and/or individual.

D. Policy & Procedure(s)

To govern the authority of such services, and to ensure the safety of all persons.

To coordinate and cooperate with outside agencies and protective service organizations which are retained by visiting individuals for their safety.

The University administration reserves the right to deny approval for an event based upon safety and security concerns as informed by the Executive Director of Public Safety and Police Services.

(NOTIFICATION)

The Director of Public Safety and Police Services will review all scheduled events that are submitted to this agency. When an event has been deemed to require such protective services and/or if requested to provide such services, the event will be reviewed by the Director of Public Safety and Police Services and consultation will be made with the Vice President for Administration and Finance as needed.

The President of Kutztown University through the Vice President for Administration and Finance or the President's designee shall be advised of all situations in which bodyguards or protective services are requested.

All persons acting in the capacity of a private bodyguard or providing protective services, must meet with the Director or his designee and notify the Department of Public Safety and Police Services as to the security needs of their client.

All Law Enforcement Officials acting in the capacity or assigned to protective services will be required to meet with the Director of Public Safety and Police Services and review any security measures appropriate.

(LAW ENFORCEMENT OFFICIALS)

All Law Enforcement Officers assigned to such protective services will be permitted to function in that capacity. These officers will be permitted to carry firearms, if authorized to do so, in the normal course of their duties such as the United States Secret Service, Federal Bureau of Investigation or the Pennsylvania State Police.

Police officers employed by this agency and assigned to an event involving outside law enforcement officers will cooperate with those officials, but will remain under the direction and control of the Executive Director of Public Safety and Police Services or his designee.

(PRIVATE PERSONAL SECURITY / BODYGUARDS)

Bodyguards will be permitted to perform their duties, in accordance with Pennsylvania Law. All persons acting in this capacity are to be bonded or insured for providing such services. Bodyguards will not be permitted to carry firearms or possess firearms while in Kutztown University academic buildings administrative buildings, student residence halls (both university owned or leased), dining facilities, student union buildings, athletic facilities, recreation centers, or while attending a sporting, entertainment or educational event on the university property or sponsored by the university. Any or all weapons are to be secured in accordance with established policies. Even in the event that the person or persons are licensed to carry such weapons, they will be required to turn over such weapons to the Department of Public Safety and Police Services for purposes of storage.

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Bodyguards will not be permitted to confront, restrain, or assault any persons unless an extreme and immediate threat occurs that cannot be dealt with by Police Officers assigned to such an event.

In the event that the University is requested by an individual to provide such services, the request will not be subcontracted to provide this service, based upon labor agreements in effect.

Previously contracted bodyguards, hired by the individual will be permitted to function within their contracted capacity and within the accordance of Pennsylvania law, to the extent that they do not interfere with police operations and observe all weapons restrictions.

All Police Officers assigned to events in which private bodyguards are present, will act under the direction and control of the Director of Public Safety and Police Services or his designee but will attempt to cooperate with such service providers in an attempt to accommodate their concerns.

E. Effective Date

August 1992

Revised 10/2007, 8/2009, 6/2013

F. Last Review

August 2009

August, 2010

August, 2011

August 2012

August 2013