

Research Road Map

April 2024

Security Requests Issue

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Security Requests for Research:

For all security requests for research (i.e. opening locked doors, safety concerns, reporting a thief, requesting a security escort, etc.) please contact KHSC's Protection Services Office at KHSC-KGH Site ext. 4142.

KHSC is a prime target for those wishing to acquire other people's property as the number of people in and out of the hospital each day is quite large. There are some key steps that you can take to make sure your research area, your personal belongings and yourself are not targeted:

- Always leave unnecessary valuables at home.
- Always lock up what valuables you do bring to your office.
- Always be aware of other staff leaving personal items unattended.
- Always notify security of suspicious persons in your area.
- Upon discovery of a missing item notify KHSC-KGH Site's Protection Services Office ASAP.

For your personal safety:


- Always notify KHSC Protection Services Office when you are working alone in KHSC-KGH or HDH Site, especially after hours and on weekends.
- Always walk in groups or use a security escort when walking to/from your vehicle. Security escorts are available 24 hours a day, within reasonable walking distance, for both KGH and HDH sites and can be arranged by calling KHSC-KGH Site ext. 4142.
- KGH site only: you can also go to the KHSC-KGH Site's main entrance Security Kiosk (Davies 1) and speak with a Security Officer. If the distance that you need to travel is too far for KHSC-KGH Site staff to accommodate

<http://www.kingstonhsc.ca/research>

Contact:

kgfri@kingstonhsc.ca

(613) 549-6666, ext. 8171



you, they will contact Queen's Security Walk Home service who will walk you to your vehicle.

- Please be note that there may be a wait at both sites for the escort if the Security Officers are responding to an emergency code.