

<b>Manitoulin-Sudbury District Services Board POLICY &amp; PROCEDURES MANUAL</b>	
Section: 1. Social Housing	Effective Date: Feb. 1, 2014
Topic: 1.7. Infrastructure & Asset Management	Replaces: <b>NEW</b>
Subject: 7.11. Fire and Police Service Access to DSB Buildings	
Policy No. 1.7.11.	Page 1 of 1

**POLICY**

The Manitoulin-Sudbury DSB to provide Fire and Police services with electronic keypad access to the Manitoulin-Sudbury DSB buildings.

Fire and Police services will be allowed to access DSB Buildings provided they are following and adhering to any legislation, regulations, authority, policies and procedures required of them in carrying out their normal duties.

Fire and Police service entry is being permitted in order to promote the safety of all tenants and staff. The Fire and Police services will gain entry by utilizing an electronic keypad where available at the front door of each building.

**PROCEDURE**

**Fire and Police service access to entry for buildings under emergency and non-emergency conditions.**

The Fire and Police services will be able to gain entry through the front door via a keypad at the front entrance of each Manitoulin-Sudbury DSB building where available. The keypad code will be provided to and maintained by the the Fire and Police dispatch.

Firefighters and Police officers will request and receive the keypad code from their associated dispatch to gain entry to the building when required.

The keypad code will be maintained by the Infrastructure and Asset Management department.