Physical Security Policy

1 Purpose

To outline the University's responsibilities in protecting people and tangible Assets through the implementation of physical security controls.

2 Scope

This policy applies to all University Members, Students, tenants, and tangible University Assets.

3 Policy Statement

The University attempts to ensure, as far as reasonably practical, the personal safety and security of the University people, at all University controlled facilities. This will be achieved by endeavouring to provide a safe and secure environment and related services.

4 Principles

- Security is everyone's responsibility, and the University is committed to developing and fostering a positive security culture, which is critical to effective security outcomes.
- Through a Safer Communities approach the University will engage a whole-of-institution strategy to identify and manage physical security risks.
- The University is committed to the development, education, maintenance and monitoring of security procedures.
- Campus Safety and Security is responsible for coordinating and providing Physical Security Infrastructure and Security and Emergency Equipment.
- Campus Safety and Security will ensure compliance with the principles of the Australian Government's, Protective Security Policy Framework (PSPF) and where applicable Defence Security Principles Framework (DSPF).
- Campus Safety and Security will work in partnership with external agencies including police, fire services and other government agencies, with a high focus on threat intelligence and counter-terrorism prevention and preparedness.
- Campus Safety and Security is responsible for regular internal audit of its Security Ecosystem, comprised of an intelligence driven threat management approach,

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coordinated emergency management system, enhanced system and infrastructure capability.

- Campus Safety and Security is responsible for ensuring the compliance of Campus Safety and Security Officers, to ensure compliance with relevant industry legislation and standards.

5 References

Nil.

6 Schedules

This policy must be read in conjunction with its subordinate schedules as provided in the table below.

7 Policy Information

Accountable Officer	Chief Operating and Financial Officer
Responsible Officer	Associate Director (Operations)
Policy Type	Executive Policy
Policy Suite	Physical Security Procedure Parking and Traffic Management Procedure Physical Security Infrastructure and Equipment Procedure
Subordinate Schedules	
Approved Date	7/7/2025
Effective Date	7/7/2025
Review Date	13/7/2027
Relevant Legislation	*Building Fire Safety Regulation 2008* *Criminal Code Act 1899* (Qld) *Evidence Act 1977* *Fire and Emergency Services Act 1990*

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	Transport Operations (Road Use Management) Act 1995 *University of Southern Queensland Act 1998*
Policy Exceptions	Policy Exceptions Register
Related Policies	Code of Conduct Policy Hire of Facilities Policy and Procedure ICT Information Management and Security Policy Motor Vehicle Policy and Procedure Privacy Policy Student General Conduct Policy Work Health and Safety Policy
Related Procedures	Contractor Management Procedure Privacy Procedure Student General Misconduct Procedure Visitors on University Sites Procedure
Related forms, publications and websites	Defence Security Principles Framework Privacy website Protective Security Policy Framework University Payment Gateway
Definitions	**Terms defined in the Definitions Dictionary**
	Asset(s) A resource (tangible or intangible) controlled by the University as a result of past events and from which future economic benefits are expected to flow. Assets may be donated to the University, acquired for consideration or subject to financing arrangements. Safer Communities A national approach by universities to develop a framework designed to provide a collaborative and structured response to behavioural and physical security concerns.

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	Security Infrastructure Semi-permanent or permanent equipment installed at the University to increase the physical security of those present and to deter criminal activity. Includes but not limited to alarms, panic buttons, duress buttons, emergency lighting, security signage, electronic access control equipment, surveillance equipment, keys and locks. Student A person who is enrolled in a UniSQ Upskill Course or who is admitted to an Award Program or Non-Award Program offered by the University and is: currently enrolled in one or more Courses or study units; or not currently enrolled but is on an approved Leave of Absence or whose admission has not been cancelled. University The term 'University' or 'UniSQ' means the University of Southern Queensland. University Members Persons who include: Employees of the University whose conditions of employment are covered by the UniSQ Enterprise Agreement whether full time or fractional, continuing, fixed-term or casual, including senior Employees whose conditions of employment are covered by a written agreement or contract with the University; members of the University Council and University Committees; visiting, honorary and adjunct appointees; volunteers who contribute to University activities or who act on behalf of the University; and individuals who are granted access to University facilities or who are engaged in providing services to the University, such as contractors or consultants, where applicable.
	Definitions that relate to this policy only
Keywords	Electronic access control, Surveillance
Record No	15/1101PL

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