

Security Policy

Section 1 - Purpose and Scope

(1) The University of Queensland (UQ) Security Section is committed to preserving the safety, security, and protection of all students, staff, and visitors on campus, as well as safeguarding property against theft and damage. This commitment is carried out in accordance with all relevant Australian legislation and the lawful directions outlined in the [University of Queensland Act 1998](#).

(2) UQ will ensure the provision of adequate and appropriate Security resources, including personnel and technical equipment, to respond to changes in the security landscape, to enable an appropriate and proportionate response to emerging risks.

(3) This Policy establishes UQ's Security Framework, responsibilities, and capabilities while demonstrating the Senate's and the Vice-Chancellor and President's commitment to maintaining the safety and security of UQ's community and assets. It applies to all staff, students, visitors, controlled entities, contractors, and volunteers across all University operations and sites.

Section 2 - Principles and Key Requirements

General

(4) All security operations will be centrally managed by the UQ Security Section (UQ Security) in accordance with the following principles:

- a. Security operations will be conducted and managed in accordance with the [Security Providers Act 1993](#).
- b. UQ Security maintain control, management and oversight of UQ's Security Technical System.
- c. All UQ Security personnel, either directly appointed or via a service provider, shall undergo appropriate training and clearance checks prior to engagement.

(5) At the discretion of the Vice-Chancellor, UQ Security staff may be appointed as Authorised Persons under the [University of Queensland Act 1998](#) (UQ Act), enabling them to exercise the powers granted by the UQ Act and enforce relevant University policies and procedures relating to the management, control, and use of UQ land and facilities.

(6) UQ Security will collaborate with internal and external stakeholders, Emergency Services and other relevant stakeholders to assess, manage, and mitigate security threats, prioritising the safety and well-being of the UQ community.

(7) UQ Security may engage the services of external security providers as required to support the implementation of this Policy. All providers and their representatives shall be appropriately trained and licensed to perform the duties outlined in this Policy.

Crime Prevention

(8) UQ Security will carry out regular overt patrols of the buildings and campus environs in order to provide a visible

deterrence to criminal activity.

(9) Covert operations may also be undertaken by UQ Security when necessary, as part of its commitment to maintaining a safe and secure campus environment. All such operations will be carried out in accordance with relevant privacy legislation and University policies, ensuring compliance with legal and ethical standards.

(10) UQ Security will maintain engagement and collaboration with Queensland Police Services or other relevant law enforcement agencies who may also undertake operations upon UQ lands.

(11) All persons on UQ campuses and sites must report any incident of crime and suspicious activity (even if not of a criminal nature) or items to the UQ Security Section immediately.

(12) UQ Security does not possess the same legal authority as police. Where matters involve or require escalation, the relevant police jurisdiction will assume responsibility for law enforcement.

Security Risk Mitigation

(13) All organisational units, entities or affiliates will be responsible for assessing and mitigating security related risk arising from their activities in consultation with UQ Security, which may involve periodic risk assessments to determine their security needs.

(14) Organisations or individuals undertaking or planning an activity that may impact the security of the campus or sites must notify UQ Security. All such activities must be coordinated and undertaken in accordance with the [Use and Management of UQ Land, Buildings and Facilities Policy](#).

(15) Organisational units may, in consultation with UQ Security, engage external security providers at their own expense for purposes outlined in the Campus Operations Maintenance and Services Catalogue. However, all external security services must be sourced from UQ Security's pre-approved suppliers and remain under the management and oversight of UQ Security.

Building Fire Safety

(16) UQ Security shall coordinate and facilitate all emergency/fire evacuation drills, and support the wider Property and Facilities Division as required, to ensure holistic compliance with all relevant building fire safety legislation.

(17) UQ Security shall maintain responsibility for all building fire isolations and respond in conjunction with the Queensland Fire Department (QFD), as required, to all fire alarms on UQ sites.

Emergency Response

(18) If safe to do so, UQ Security will respond to all emergencies on Campus, and take all reasonable steps to mitigate risk, control the situation or incident, and escalate as required under The University of Queensland Critical Incident Management Plan (accessed through the [Enterprise Risk](#) website), and the Property and Facilities Operational Response Plan.

(19) In the event of an emergency or critical incident, the Senior Manager, Campus Security may assume the role of Campus Commander, with overarching responsibility and authority to make decisions necessary to protect the UQ community.

Security Technical Systems

(20) The UQ Security Section is responsible for the administration, operation, and custodianship of all Security technical systems. This statement applies to both current and future installations, unless explicitly authorised by the Chief Property Officer, and covers:

- a. Closed Circuit Television (CCTV)
- b. Access Control System
- c. Keys and locks
- d. Cameras for covert coverage and recording of activities
- e. Intruder Alarm and Duress System
- f. Emergency panic alarms
- g. Personal Safety App (SafeZone)
- h. Security Operations Platform
- i. Security Incident Management system
- j. Security Digital Radio Network

(21) Security technical systems are to be operated and managed with due regard for the privacy of individuals and the University community in accordance with the principles set out in the [Information Privacy Act 2009](#).

(22) Security technical system records will be maintained in accordance with the [Public Records Act 2023](#) and relevant industry standards.

(23) All data, intellectual property and any other material collected by security technical systems is the sole property of The University of Queensland, and UQ Security may access and distribute such material to assist in investigations, incident response, and risk mitigation, in accordance with the [Information Privacy Act 2009](#).

(24) The installation and/ or implementation of new Security Technical Systems on UQ sites must receive approval from the Senior Manager, Campus Security, be installed in a manner compliant with relevant University of Queensland Design Standards and the [ASIAL Electronic Security Standards](#), and should be part of an integrated approach to maintaining a secure environment for all persons on university campuses and sites.

Section 3 - Roles, Responsibilities and Accountabilities

Vice-Chancellor and University Senior Executive Team

(25) The Vice-Chancellor and University Senior Executive Team (USET) hold overarching responsibility for this Policy, and are responsible for:

- a. ensuring that the Policy aligns with the University's strategic objectives, risk management framework, and legislative obligations;
- b. delegating operational responsibility for policy execution and to relevant senior officers and duty holders;
- c. promoting security awareness, responsibilities and expectations at an Executive level; and
- d. appointing and supporting Authorised Persons, under the [University of Queensland Act 1998](#).

Chief Property Officer

(26) The Chief Property Officer (CPO) is responsible for:

- a. Ensuring appropriate resources and funding are allocated to implement and maintain the requirements of this Policy; and
- b. Authorising or rejecting requests for Security Technical System installations by organisational units or entities other than UQ Security.

Director, Campus Operations

(27) The Director, Campus Operations, is responsible for:

- a. Providing strategic oversight of security across the University's campuses and operational functions; and
- b. Engaging with organisation units and other entities on matters relating to UQ's Security strategy, and the provision or limitation of Security services.

Associate Director, Campus Safety

(28) The Associate Director, Campus Safety is responsible for:

- a. The development of strategic security policies and procedures, in consultation with all relevant stakeholders and duty holders;
- b. Ensuring that all necessary support/training and resources are sought and made available to UQ Security to implement this Policy; and
- c. Providing an escalation pathway for the Senior Manager, Campus Security on matters relating to criminal activity, serious incidents or emergencies, misconduct, or other Security related issues.

Senior Manager, Campus Security

(29) The Senior Manager Campus Security is responsible for:

- a. Contributing to the development and leading the implementation of this Policy, along with all subordinate Security procedures, operational plans and guidelines;
- b. Overseeing the day-to-day operations of UQ Security, including but not limited to:
 - i. Human resource management
 - ii. Financial management
 - iii. Coordination of Security logistics
 - iv. Procurement and distribution of Security equipment, uniforms, supplies and consumables
 - v. Reporting and, where necessary, escalating security or emergency incidents to the Associate Director, Campus Safety and the Director, Campus Operations;
- c. Supporting Heads of Organisational Units in managing and controlling Security risks in their areas; and
- d. Liaising with Emergency Services and relevant University stakeholders on matters relating to security, emergency or critical incident response, crime prevention, and misconduct.

Heads of Organisational Units

(30) Heads of Organisational Units are responsible for

- a. Assessing the specific security needs of their operations and consulting with UQ Security on appropriate risk control measures;
- b. Notifying UQ Security of any undertaking or activity that may impact the security of any University campus or site; and
- c. Submitting written requests to the Senior Manager, Campus Security for approval of any Security Technical System that is not intended to be managed or controlled by UQ Security.

Section 4 - Appendix

Definitions

Term	Definition
Security Technical Systems	<p>All equipment, cabling, hardware and software used by UQ Security to deliver security services to the University. This includes but is not limited to:</p> <ul style="list-style-type: none">a. Closed Circuit Television (CCTV)b. Access Control Systemc. Keys and locksd. Cameras for covert coverage and recording of activitiese. Intruder Alarm and Duress Systemf. Emergency panic alarmsg. Personal Safety App (SafeZone)h. Security Operations Platformi. Security Incident Management systemj. Security Digital Radio Network
UQ Security personnel	<p>Either internal or external staff or suppliers who are under the direction of UQ Security and provide services to support this Policy. This may include matters of legislation and the lawful directions outlined in the University of Queensland Act 1998.</p>

Status and Details

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Effective Date	To Be Advised
Review Date	To Be Advised
Approval Authority	
Approval Date	To Be Advised
Expiry Date	Not Applicable
Policy Owner	Andrew Brodie Chief Property Officer
Enquiries Contact	Property and Facilities Division