

Phillipsburg Education Center Security Overview

The Warren County Community College Security Department is staffed by non-sworn unarmed security officers who are available at all times when the college is open. A security desk is located in the main lobby just inside the front doors. Security at the **Phillipsburg campus can be reached by phone at 908-878-0202**. All students, faculty, staff and visitors are encouraged to promptly report criminal incidents, accidents and other emergencies to Security.

Telephones are located in every classroom with phone number listings nearby. All phones can also be used to dial 911 for all emergencies. All Security Officers are certified in accordance with the New Jersey Security Officers Registration Act which requires training in first aid, CPR and use of Automatic Defibrillation Devices as well as other safety and security issues.

The Security Department has authority to enforce college policies. The Security Officers have the authority to ask persons for identification and to determine whether individuals have lawful business on the campus. These security officers have the authority to prepare incident and other type of reports, but do not have the power to arrest. The investigation of criminal activities is referred to the Phillipsburg Township Police Department. The Warren County Community College Security Department has a close working relationship with the Phillipsburg Township Police Department who are the primary law enforcement authority for the college with the power to arrest on campus. The Police Department also perform routine security checks and "walk throughs" at the college to familiarize themselves with the college facilities, community and to observe and deter suspicious and criminal activity.

Daily officer reports are submitted to the Director of Campus Safety recording all activity that occurs on each shift including: all transport services provided, times that building checks are performed and, any outdoor lights which are not functioning. Warren County Community College has a record of being a relatively crime free campus.

Evacuation Meeting Points PHILLIPSBURG CAMPUS

When ordered to evacuate or when alarms are activated, **always leave immediately**. Exit quickly and calmly using the nearest emergency escape routes and marked exits and proceed to the point of assembly areas. Assist persons requiring evacuation assistance to get to designated area. Be alert for trapped, injured, or other persons needing assistance, and alert **Campus Security** if help is needed.

BUILDING	EVAUATION MEETING POINT
All Exits	Cross Marshall Street – Main parking lot

DO NOT RETURN TO AN EVACUATED AREA OR BUILDING UNTIL DIRECTED BY A CAMPUS SECURITY OFFICER OR OFFICIAL.