

Subject: Public Address System Procedure

Title: Authorized Uses of the Public Address System

Operational Procedure - Date Adopted
by the Library Services Faculty:

Administrative Procedure - Date
Issued by Administration: March 27, 1986

Date Revised: October 5, 2000; January 21, 2021

The public address system should be used for the purpose of general announcements (e.g., closing times) and life safety emergencies within the library (e.g., in case of fire). The system is not intended to provide a paging service for patrons, library employees, or other university employees present in the library. Telephone requests to page individuals in the library will not be accepted. Such telephone callers will be advised to come in person to the library to locate an individual. In emergency situations telephone callers will be advised to first call the ECU Police Department, who will provide assistance.

The security guard(s) on duty may make exceptions to this procedure at their discretion or as directed by library or campus administration.