



## Request for Real Time or Historical Video Surveillance Access

Video Surveillance at Ohio University is governed by *Policy 44.119 - Video Surveillance Systems*. This policy can be found at: <https://www.ohio.edu/policy/44-119.html>

### Requester Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

OHIO ID: \_\_\_\_\_ Title: \_\_\_\_\_

Department: \_\_\_\_\_

### Access Requested

Describe the Access Requested (i.e. to which camera(s) is access requested and for what time period?):

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### Acceptable Use Agreement

Video surveillance will be conducted in a professional, ethical, and legal manner. Any diversion of surveillance records for other purposes (e.g., surveillance of political or religious activities, or employee or student evaluations) is prohibited. Under no circumstances shall the contents of any captured audio or video recordings be exploited for purposes of profit or commercial publication, nor shall such recordings be publicly distributed except as may be required by law.

I certify that I have reviewed and agree to abide by *Policy 44.119 - Video Surveillance Systems*.

\_\_\_\_\_  
Requester Signature

\_\_\_\_\_  
Date

### Departmental Review & Approval

Approver Name: \_\_\_\_\_

OHIO ID: \_\_\_\_\_ Title: \_\_\_\_\_

\_\_\_\_\_  
Approver Signature

\_\_\_\_\_  
Date

### Submission Instructions

Submit the completed form to the Ohio University Police Department for processing. Completed forms may be scanned and emailed to [police@ohio.edu](mailto:police@ohio.edu).

### Access Assignment - Internal Use Only

Approved or Denied

OUPD Review By: \_\_\_\_\_

User Group Assigned: \_\_\_\_\_ Processed By: \_\_\_\_\_

Access Type: \_\_\_\_\_ Processed On: \_\_\_\_\_