



# UNAUTHORIZED PERSONS

Any person who is acting in a suspicious manner, is unfamiliar to you, or does not appear to have official business at Richland College should be reported to the College Police.

**CONTACT THE COLLEGE POLICE AT:**

**911 FROM ANY COLLEGE PHONE, or  
972-860-4290 FROM A CELL PHONE**



## WEAPONS ON CAMPUS

If you see someone with a weapon on College property or you are told someone has a weapon:

- ❖ Dial **911** on a **College phone**, or **972-860-4290** by **cell phone**,
- ❖ Give the dispatcher the following information:
- ❖ Location of the person with the weapon and where they were last seen,
- ❖ The name of the person (if known),
- ❖ A brief description of the person such as clothing, race, sex, etc.
- ❖ Weapon type (pistol, rifle, shotgun, knife, etc.)

Evacuate the area and advise others to do the same. Under no circumstance should you approach the person and inquire about the weapon.