## **Emergency Location Policy**

Massachusetts College of Art and Design is committed to providing a safe workplace and experience. As such, employees are advised that telecommunication devices and other equipment cannot be moved, or exchanged. All departments must submit a request ticket to move offices, telecommunication equipment, and other equipment belonging to MassArt.

E911: Regulations Governing Enhanced 911 Service for Multi-line Telephone Systems. Massachusetts General Law c6A, 18J requires that beginning July 1, 2009, any new or substantially renovated multi-line telephone system shall provide the same level of enhanced 911 service that is provided to others.

In order to ensure and maintain the safety of all faculty, staff, students, and visitors, MassArt must maintain a location inventory of the telephone system. In the event of an emergency, individuals can be quickly located in order to provide health and safety services quickly.

**Contact Information.** If you have questions about your privacy while using this Web site, please contact the College's Human Resources Office at (617) 879-7920.