

911 PROCEDURES

Southwest Virginia Community College must comply with Tazewell County 911 regulations. Jack Davis, the 911 Coordinator for Tazewell County, has assigned 911 physical addresses to each building. These new address assignments are important as new technology enters the campus. Many of the latitude and longitude software programs require 911 addressing systems. Having an accurate and complete 911 system on our campus is critical to campus security.

In addition, UPS is now using a computer system to sort all packages. Over the years, we have used various addresses: "6 miles South of Claypool Hill or SVCC, Richlands, VA". The UPS computer system cannot sort our packages using these random addresses which results in items being placed on the wrong truck. UPS now wants to charge the college \$10 per package to transfer our packages by hand.

Currently, the college's phone system is not using the 911 physical address system. Implementation of the 911 system will provide a specific address so that if you dial 911, the system will immediately identify the building and room number when an emergency call is placed.

Effective July 1, 2007, the campus will begin using the 911 assigned physical address for all deliveries to the campus. We will maintain central receiving. Our new Physical Plant building should be constructed this summer, and we do NOT want to assign one address today and then change it again. Jack Davis has approved using the new address on our current Physical Plant Building until the new building is constructed. The example below will demonstrate how the Business Office will use our new address in eVA (Electronic Virginia) for all procurement deliveries to the college. All deliveries requiring a physical address should use this address.