

## **Communications Room Agreement**

This agreement is between CMU's Communications Cabling Infrastructure group (CCI) and other CMU groups who have permission to access communications rooms. Communications rooms are secured areas. Sharing of facilities is limited as allowing access makes the communications rooms less secure. This agreement is to assure...

- Keeping communications rooms secure by assuring doors are not left ajar without someone in vicinity to monitor.
- Keeping communications rooms secure by checking that doors are resecured upon exiting.
- Maintaining the cleanness and orderliness of communications rooms by...
  - Removing all trash upon exiting. If you pack it in, please pack it out.
  - Not leaving discarded food/drink items as it causes problems with vermin. There are no trash cans in the communications rooms. Any trash or unused materials found in communications rooms may be discarded without notice.
- Not allowing storage of any kind in the communications rooms.

Please report any problems to CCI by sending email to: [cp-estimates@andrew.cmu.edu](mailto:cp-estimates@andrew.cmu.edu) Problems could include...

- Doors to communications rooms not securing properly.
- Non functioning lighting.
- Non functioning HVAC.
- Trash/debris found.
- Storage found.
- Items outside of communications rooms that are blocking access.