



Visiting Dignitary/High Profile Visitor Information

CSUN frequently is host to a variety of persons we commonly refer to as a “VIP”. For security, safety and protocol purposes, the Department of Police Services needs to have knowledge of such visits and normally assists CSUN departments to ensure the appropriate level of security and safety coordination. Police Services categorizes campus guest visits into three categories for purposes of levels of assistance and coordination. Those categories are as follows:

Class I: Normally, these are infrequent types of visits for California State University, Northridge (CSUN) and require the highest order of attention and awareness. This would include events in which the U.S. Secret Service or U.S. Department of State Diplomatic Security is protecting a VIP. This group would include (but not limited to) the President or Vice President of the United States, Presidential candidates (and spouses) within 120 days of a general election, US Supreme Court Justices, foreign heads of state and prime ministers, members of ruling royal families and other similar dignitaries.

These types of visits require extensive pre-planning and coordination between Police Services, Government Relations, and the University. It is extremely important to notify Police Services as soon as you begin a planning process for this category of VIP guest (please see “Visiting Dignitary/High Profile Visitor Information Form” included with this information sheet- please complete and send to Police Services). In some cases, such as with the highest level of US Government guests, it is useful to consult with the CSUN Chief of Police when in concept stage of contemplating such a visit. Police Services will handle all security and safety contacts, threat assessments, routes of travel and parking arrangements, background checks, security and protective arrangements, etc. and will work collaboratively with other CSUN offices such as Government Relations in making arrangements for these visits.

Class II: These types of events are somewhat more common for CSUN. This category of VIP includes senior US government officials such as the US Secretary of Education, US Attorney General, high profile celebrities such as movie and music industry stars, celebrated authors, high profile politicians such as the Governor of California, Mayor of Los Angeles, etc.

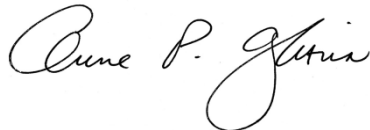
Again, these types of events require a fair amount of planning and as with Class I guests, the Department of Police Services and Government Relations Office need to be contacted at the earliest possible time as planning for a guest begins.

Class III: These are the most common types of VIP events at CSUN. This includes guests such as congressional representatives, City Council members, members of the State Assembly, County Supervisors, national corporate donors (assistance provided by Government Relations Office) etc. Also included in this group are controversial speakers most commonly in the political arena where tensions run high on high profile issues such as Middle Eastern politics, religious beliefs and practices, issues around the subject of terrorism, domestic politics on issues such as immigration, abortion, etc.

Upon contacting the Department of Police Services for assistance with VIP guests, a member of our command staff will be assigned to assist you through the planning process. Included as part of this information packet is a “Visiting Dignitary/High Profile Visitor Information Form”. We would ask that you complete this form and email it to Chief Anne Glavin (x2201) (anne.glavin@csun.edu) or Captain Alfredo Fernandez (x3961) (alfredo.fernandez@csun.edu)

This action will start the assistance process. Also included on this form is the contact for the Government Relations Office.

Thank you for your assistance!



Anne P. Glavin
Chief of Police



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