

Number:	ADM-110
Title:	Use of Equipment and Devices
Person responsible for enforcement:	Vice-Rector, Administration
Entered into force:	February 28, 2018
Approved:	February 28, 2018 by the Board of Governors <i>This document replaces all previous regulations on this subject.</i>
Exception:	No exception to this regulation without prior written authorization from the Board of Governors

In this document, the masculine form is used without prejudice and for conciseness purposes only.

1. Objective

Determine the terms for the release and loan of the University's equipment and devices.

2. Regulation

- 2.1 No staff member may take any equipment and device outside University premises unless prior authorization has been obtained from the Director of Facilities Services or the Director of Computer and Distance Education Services.
- 2.2 The loan of any equipment and device for the use of University staff cannot be made to persons who are not members of the University community.