



CAMERA SECURITY POLICIES AND
PROCEDURES MANUAL

2020

10/29/2020

EMERGENCY CONTACT INFORMATION

Police, fire and emergency services

Call 911

Baltimore County Police – Milford Mill Road – 410-887-1279

Metropolis Management

Benjamin Colbert, Managing Agent – 1-301-779-1800

After hour emergency number – 1-877-881-0642

*Metropolis will then notify Board members.

Rockland Run Condominium Board members

Bob Allen, President

Carl Simon, Vice President

Laura Hunter, Treasurer

Diana Evans, Secretary

Mikhail Fridman, Member-at-large

(*Metropolis will contact Board members using a sequential method; if the Board President is unavailable they will contact the next available Board member.)

To provide security at Rockland Run Condominium requires cooperation on the part of everyone, including homeowners, renters, employees and contractors. The best security systems cannot provide effective security without the active participation and support of the people who live and work there.

Residents of Rockland Run, including both homeowners and renters, play an important role in protecting the community.

RESPONSIBILITIES FOR SECURITY

Comply with established security policies and procedures

Promptly report crimes, suspicious activity, and security violations

Report unauthorized people lingering on the property

Nothing can guarantee personal safety and security and no type of security program can provide protection against crime.

REPORTING CRIMES AND SUSPICIOUS ACTIVITY

Crimes in progress and suspicious people or activity should be immediately reported to the police by calling 911.

The police would prefer that you report it rather than not report it. All burglaries, thefts and vandalism should always be reported to the police. After notifying the police, please notify Metropolis of the incident and Metropolis will contact the Board; it important that the board be aware of all criminal activity in the community.

Security violations:

Residents should promptly report any defective equipment or sign of damage to Metropolis and the Board.

RESIDENTS CAN MAKE A BIG DIFFERENCE

Always lock the entrance door to your unit

Don't hide a spare key outside of your unit

Don't leave patio doors or windows unlocked when you leave

Don't store valuable that can be seen from the street.

Always keep your car locked

Don't leave valuables displayed visibly in your car

When removing suction cup mounted devices such as GPS units, wipe marks from the windows so there are no visible signs that something valuable may be in the car.

The video surveillance system is to allow the after-the-fact investigation of crimes committed on the property. It is not monitored on a real time basis (no one watching the cameras) and is not intended to detect or prevent crimes as they are occurring.

All video surveillance cameras are capable of recording continuously by a digital video recording system. The board is responsible for the management of the video surveillance system and has exclusive control of the release of video recordings produced by the system.

Recording videos are not made directly available to the residents or homeowners. In the event that a crime occurs, residents should report the incident to the police. If the police believe that recorded video from building cameras would assist in the investigation of the crime, a permanent video clip of the incident will be produced and made available to the police officer who is investigating the case. Recorded video is generally stored for a period of thirty days.