

## PEAVY 240 after Hours Access Policy

1. Use of any University computing facility must always be in accordance with the [University Acceptable Use policy](#).
2. Building Access – The access code you receive gives you access only to Peavy 240.  
Access to the building during off hours is controlled through the departmental offices.
3. There are off-hours during the week when the machines are unavailable so that maintenance can be applied. Please consult the posted availability schedule outside the lab doors.
4. If you are the last person to leave the room (even temporarily), be sure that both doors are closed and locked.
5. In the interest of safety, you are welcome to close the doors anytime you are using the lab after hours.
6. Students who have not signed a contract of responsibility will not have the access code but may ask you to grant them entry. These students should be directed to use the open access machines in the student workroom, Peavy 215.
7. The room access code will be changed on Monday each week and the code will be mailed to the ONID e-mail address of students who have signed a Contract of Responsibility.
8. Continued after hours access to the lab depends on responsible student use.  
The Forestry Computing group reserves the right to revoke this access at any time.