



CALIFORNIA STATE UNIVERSITY, FULLERTON

University Police

Raymund Aguirre Chief of Police

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SPECIAL ORDER No. 20-001

Date: March 17, 2020

To: All Personnel

From: Raymund Aguirre, Chief of Police

Subject: COVID-19 Operating Procedures while Front Counter lobby is closed

With the closure of Records front counter the below list of services reported to Dispatch will be handled via a Sergeant or Officer.

- Vehicle releases
- Repossessions
- Vehicle property releases
- Citation sign offs
- Delay bookings
- 290 registrants

During off hours please utilize the hallway lockers for storing lost and found and safekeeping. Safekeeping, evidence and lost and found property will continue to be handled by Records staff. The bin located in the lobby is for lost and found property turned in by campus employees/general public.



A Nationally Accredited Law Enforcement Agency

THE CALIFORNIA STATE UNIVERSITY