TEXAS
Health and Human Services

Attachment D

Facility Specific Policies and Procedures

WELCOME TO THE LUBBOCK STATE SUPPORTED LIVING CENTER
SPECIAL INSTRUCTIONS TO CONTRACTORS

1. Each Visitors Vehicle will display A "Vehicle Pass" on the dashboard of the vehicle at all times while on campus.

2. Visitors are reminded that the speed limits on campus are **15MPH on Outer—Perimeter roads and 5 MPH on the Inside**—Interior roads.

3. Parking is allowed **ONLY** in the parking spaces provided.

4. NO parking off the paved surfaces or on the grass areas.

5. NO driving on the interior **tramways**. (Concrete sidewalks in front on the homes) **"NO EXCEPTIONS"**

6. This pass is only valid during the dates and times posted by MAINTANCE DEPARTMENT ONLY. **"NO EXCEPTIONS"**

7. All unattended vehicle's will be secured and lock. **"NO EXCEPTIONS"**

8. Visitors are to check in at the Welcome Center and the Maintenance in a daily basis. **"NO EXCEPTIONS"**

9. At **"NO"** time will the visitors fraternize, engage in casual conversations, and offer cigarettes, candy and ect. to any individual or staff on this campus. **"NO EXCEPTIONS"**

10. Visitors are to drive only to their designated home of intent and ensure their vehicles do not block Fire Lanes or Emergency Vehicle Access Routes at any time. **"NO EXCEPTIONS"**

11. Alcohol, drugs, and firearms will not be brought onto the campus at any time. Person suspected to be under the influence of intoxicants will not be permitted on the facility grounds. **"NO EXCEPTOPNS"**

12. **NO SMOKING ON CAMPUS EXCEPT INSIDE VEHICLES.**