



is cut when the combination has not been provided to the Quartermaster, or when a lock is removed from an unassigned locker.

- 4.6 The locker room is not designed to be a changing area due to it being a unisex locker room. Changing clothes or uniforms shall only occur in the changing rooms.
- 4.7 Since lockers are issued as a convenience to agency personnel, the chief, or specifically designated personnel may access lockers in exigent circumstances for the purpose of retrieving agency issued equipment. Employees whose lockers are accessed will be provided objective based, written explanations for the access.
- 4.8 Cleaning contractors will have access to the locker room area; therefore, no valuable or sensitive equipment, property or weapons should be kept in open areas within the locker room. These items must be stored in locked lockers.