

<b>Policy: Parking Inside ISTC Compounds</b>	<b>Number: 510.04</b>
<b>Date Revised: 09-01-17</b>	<b>Supersedes: I-12</b>
<b>Cross Reference: N/A</b>	<b>Issued: 10-31-94</b>

Employees of Ingram State Technical College will not bring private vehicles inside any fenced college compound without an approved work order and/or an ***ISTC Compound Entry Form***. Justification for such permission would include loading or unloading of heavy items, etc. When loading or unloading is completed, vehicles must be moved outside to regular parking areas.

**In all cases, vehicles coming inside any fenced College compound must have approval in the form of an *ISTC COMPOUND ENTRY FORM* signed and dated for the date of occurrence from the appropriate College administrator.**