

# Employee Parking and Parking Lot Safety

Employees can park in specified parking lots as pictured on the map below. Employees can also park in the Parking Garage but only on the Brown levels and above. We encourage our employees to be aware of their surroundings when walking to and from their car. Please see below for tips regarding parking lot safety:

- Lock your vehicle and don't leave valuables in plain view.
- After your shift, if possible, leave in a group with your peers.
- Call security at 870-207-4468 if you need an escort. Add security to your cell phone contacts.
- If alone, always let a friend know where you're going and when you expect to return. Consider using an emergency notice app on your cell.
- Have your keys ready so you don't have to search for them.
- Stay in well-lighted areas and use well-traveled routes.
- Steer clear of shrubbery, trees or structures where someone could hide.
- If you think you're being followed find other people immediately.
- Alert the security officer about suspicious looking people or activities.
- Lock your doors immediately after entry into your vehicle.

