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Exhibit E1

[redacted]
Sent: Thursday, August 25, 2016 9:05 AM
[redacted]; [redacted]>; Johnson, Derrick J. <djohnson1@palomar.edu>
Subject: A-Frame Signs

Good morning – Do we have a campus policy regarding the placement of A-Frame signs around campus? More and more we see these signs placed in walkways and at the top of stair cases. They are and should be considered safety hazards when placed in a common walkway.

For the last year or so I have continuously moved the signs that have been placed at the top of the stairs leading to the plaza of the student union. The signs are usually placed at the immediate head of the stairs, forcing students to go around them in order to be able to use the railings on the steps. That should not be necessary. Railings are part of the stair structure and they are placed there for a very good reason, safety.

The newest trend is to place the signs on sidewalks at intersections, causing students to swerve around the signs to get from one place to another. What is wrong with placing the signs in the grass next to the sidewalk?

Yes, it is the responsibility of the office that place the signs to make sure they don't interfere with traffic flow, but where is the enforcement cohort. I'm retiring soon, so I won't be here to move the immediate safety hazard at the top of the stairs leading to the student union plaza. Someone needs to make sure that these signs don't end up being the cause of injury or litigation.

[redacted]

Johnson, Derrick J.

To: Johnson, Derrick J.
Subject: RE: A-Frame Signs

Hello [redacted]

Yes…the Facilities Department website lists the campus policy regarding the placement of A-Frame signs around campus.

The below language is located on the Facilities website:

Signage – Sandwich Board Displays

Campus departments use A-frames to announce meetings and events. The signs are placed out before meetings and events and are taken down the night the meeting/event is over. It is the responsibility of the department to maintain the advertising in a fashion that it does not obstruct traffic, create a hazard, or detract from the physical appearance of the campus.

A-frames are not allowed to be placed in the following areas:

- Building entrances
- Elevators
- Lawn and Planter areas
- Main sidewalk (boards cannot block ADA access).
- Parking Lots
- Ramps
- Roadways
- Running Track
- Stairwells

The enforcement lies with the departments that placed the signs. The accountability lies with the departments to ensure that the signs do not pose a safety hazard. The departments should periodically check their signs throughout the day/week in order to verify that they have not been repositioned to an area that creates a safety concern. If you are aware of a particular department that continues to violate these requirements, please provide the name of the department to Environmental Health & Safety so we can address that particular department accordingly.

Thanks,
Derrick Johnson
Supervisor, Environmental Health & Safety