

# **Office of Public Safety Building Visitor Policy**

## **COVID-19**

**Effective March 20, 2020**

**Visitor access to the Public Safety Building will be restricted to agencies picking up Criminal History Reports or recordings only.**

**All Official Business Visitors shall use front entrance during the hours of Monday through Friday 8:30 AM to 4:30 PM.**

**For Police Departments that need to pick-up after hours, please use rear door and remain in the rear lobby until someone greets you.**

**Please make sure you call ahead before attempting to pick-up your records at the Office of Public by calling 570-628-3792 or 570-622-3739(Front Desk).**

We request your patience and understanding during these challenging times.

Scott Krater, Director 911 Communications

John Matz, Coordinator Emergency Management