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| Name | Sriram Vujjini | | <h1>Building Manager Log</h1> |
| Date | 04.27.2025 | | |
| Time | 8:30 pm - 1:30 am | | |
| ROOM | Notes: | | |
| Ballroom A - 2100A | | | |
| Ballroom B - 2100B | | | |
| Ballroom C - 2100C | | | |
| Ballroom ABC - 2100 | | | |
| The Oval Theater - 2500 | Set for study center | | |
| Legacy Room - 2702 | | | |
| Honors Room - 2703 | | | |
| Big East Room - 2705 | | | |
| Ybor Room - 2706 | | | |
| Spirit Room - 2707 | | | |
| Plaza Room - 2708 | | | |
| Hillsborough Room - 2709 | Set for study center | | |
| Sabal Room - 3700 | | | |
| Palm Conf. Room - 3701 | | | |
| Orchid Room - 3702 | | | |
| Tarpon Room - 3704 | Set for study center | | |
| Manatee Room - 3705 | Set for study center | | |
| Oak Room - 3707 | Set for study center | | |
| Sandhill Crane Room - 3708 | | | |
| Bob Room - 3709 | Set for study center | | |
| Egret Room - 3711 | | | |
| Columbia Room - 3712 | | | |
| Challenger Room - 3713 | | | |
| The Chamber - 4200 | | | |
| 1st Floor Student Life Tower | | | |
| 2nd Floor Student Life Tower | | | |
| 3rd Floor Student Life Tower | | | |
| 4th Floor Student Life Tower | | | |
| Amphitheater | Struck | | |
| Atrium | | | |
| North Entrance (Outside) | | | |
| East Entrance (Outside) | | | |
| SVC Breeze Way (Outside) | | | |
| Crescent Hill | | | |
| MSC/MLK Plaza (Outside) | | | |
| SKYPAD | | | |
| BullPen/S&L Area (Outside) | | | |
| <h2>Electronics</h2> | | | |
| BM/Set-up/Bull Market Radios | 11 | Count all radios - notify E1 if any electronics are missing or broken | |
| BM Cell Phone | 1 | | |
| <h2>Crew</h2> | | | |
| Info Desk Staff | Amarlia Bellot, Kashish Adlakha | | |
| # of Set Up Keys | 1 | | |
| Set-up Crew | An Pham, Loc Nguyen, Kris To | | |
| SNL Standby Tech | Chirag Singh | | |
| SNL Event Tech | Miguel De Vicente Marquez, Dinh Sy Anh Nguyen, Shaunak Saxena, Jobin Abraham John | | |
| Bull Market | | | |
| Additional Duties/Notes | | | |
| Maintenace issues: | Yes / No | work order submitted : | |
| Conference wing CLOCK issues | RM# | yes/ no | |
| Conference wing Light issues: | RM# | yes/no | |
| Additional Notes: Two love seats in front of study rooms on 2nd floor were taken to 3705 for study center setup. | | | |

11:30 pm: When BM was taking a love seat (on the cart) to third floor through the service hallway, a person (dark skinned, indian, blue shirt, white pants, grey crocs) was seen sitting down in the hallway beside USF catering door with a green table cloth wrapped over his entire body (that he took from catering). He also looked a bit suspicious. BM told the person that he was not allowed in that area as it was for staff only. He said he was with USF catering and said he will leave in a couple minutes. He seemed to be leaving the service hallway so BM started going into the service elevator with the cart. He then followed BM into the service elevator and asked to hit the fourth floor button (he did not seem to be physically threatening). BM told the person that catering workers do not usually go to 4th floor so BM asked him again that if he actually works here to which he responded no (by that point, someone already hit the elevator button on other floor so it started moving). BM asked him to leave the elevator into the common area, he said he wants to go to third floor, so BM let him out in the third floor and followed him to see where he was going. He went by 3705 and was sitting on one of the couches, BM told him again that he is allowed to use the common areas but not any restricted spaces as he was doing before. BM informed the setup crew (who were in the third floor) to stay alerted about that person and stay together. BM stayed in third floor (out of the persons sight) just to keep an eye out if he was doing any suspicious activity. BM also was talked to custodial about it who said that they saw him sitting in the corner of ballroom while an event was going on earlier with the cloth on. A couple minutes later setup (who was flipping 3705) alerted BM by calling the BM phone that the person was lingering around the 3705 door trying to get into there whenever they were going into the storage and told the BM that they were feeling scared and threatened. BM immediately ran to 3705 and told the person that he has to leave the building as what he was doing was suspicious. He told the BM that we can close the building he will not pose any problems he will just stay inside as he was feeling cold. BM asked him again politely to leave the building. He started cooperating and BM (and SNL standby who in 3rd floor as well) escorted him outside the building out of south entrance. BM asked for the green table cloth back. As soon as he left, BM called the non - emergency UPD to tell them about what happened. 3 UPD officers came to the building and BM explained them the situation. They asked the BM if any of the staff felt threatened to which BM responded yes and told them about when setup crew felt threatened. They asked the BM if the person should be trespassed from the building to which BM responded yes. They took BMs information for thier report and left as they found the person somewhere else on campus. They came back around 1:25 pm to inform BM that the person is not a USF student and has been trespassed from the entire campus (including MSC). They gave the CAD information (of the trespass) information given in incident report. The CAD information written on a card was posted in the BM Office as well.

BM was not able to put out the concave displays for study center rooms on time as BM was dealing with the person and UPD for their reports and setup crew was busy flipping the rooms. BM left a note for next morning crew to have the signs out.