

45-5 Access to the Blackwater Draw Site (Portales)
45-5-1 Purpose • 45-5-2 Policy • 45-5-3 Administration •
45-5-4 Site Access • 45-5-5 Security • 45-5-6 Keys

1. **Purpose.** The purpose of this policy and procedures is to establish guidelines for administration of and access to the Blackwater Locality No. 1 Site (the site), a National Register Site and National Historic Landmark owned by Eastern New Mexico University-Portales (the University).
2. **Policy.** Blackwater Locality No. 1 Site, as a site on the National Register and a National Historic Landmark, requires access regulation. All regulations shall conform to those established by the State Historic Preservation Office (the SHPO) as administered by the site director.

The foregoing purposes and policies are implemented by the following.

Procedures

3. **Administration.** The policies and procedures contained herein shall be administered by the site director, with oversight by the chair of the Anthropology and Applied Archaeology department (the chair) and the assistant vice president for Research.
4. **Site Access.** General, day-to-day responsibility for access to the site is assigned to the site director.
 - A. **General Access.** The site director shall develop a procedure whereby individuals shall check in and check out in regard to site-utilization to assure that the University is complying with the conditions stipulated in the agreement with the SHPO.
 - B. **Conditions of Utilization.** Individuals and/or groups wishing access to the site shall need to be aware of and agree to the conditions of utilization specified by the site director.
5. **Security.** Security shall be the responsibility of the Department of Public Safety.
6. **Keys.** Physical Plant shall continue to maintain its own set of keys to site buildings, but shall not duplicate additional sets of keys for anyone unless authorized by the site director, the chair and the vice president for Academic Affairs.

Approved by Board of Regents September 7, 2006.
Approved by the Board of Regents, December 13, 2019