Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Annual Security Report ("ASR")

2015

Clery Act Crime Statistics for
Calendar Years 2014, 2013 & 2012

UCI
UCI Medical Center

UCI Police Department
410 East Peltason Drive
Irvine, CA 92697-4900
24/7 Dispatch Center (949) 824-5223

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1.0 Introduction

1.1 *Overview of the Clery Act*

Selecting the right college or university to attend is a very large decision for students and their families. Additionally, deciding where to work and build a career is also a big decision and one that needs to be made based on an assessment of a number of factors. Campus safety and security is an important factor that goes into both of these decisions and should not be taken lightly. Responding to concerns regarding campus safety and security at colleges and universities, Congress enacted the "Crime Awareness and Campus Security Act of 1990," which amended the "Higher Education Act of 1965." The 1998 amendments to this Act renamed it the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" in memory of Jeanne Clery, a freshman student at Lehigh University who was raped and murdered in her dorm room in 1986. This federal law has largely become known across the United States as the "Clery Act."

All public and private postsecondary institutions that participate in Title IV student financial assistance programs must comply with the Clery Act. Among the various requirements, these colleges and universities are required to prepare, publish, and distribute a report concerning campus crime statistics, safety and security policies on an annual basis through appropriate publications, mailings or via an online computer network. This report must be distributed to all current students and employees as well as all prospective students and employees upon request.

This report, the Annual Security Report ("ASR"), is the combined UCI campus and UCI Medical Center campus (which is part of UC Irvine Health) ASR for 2015 concerning specific UCI and UCI Medical Center Clery Act crime, arrest and disciplinary referral statistics as well as information about safety and security policies and practices intended to promote awareness about security and safety at the UCI campus and the UCI Medical Center campus. The ASR is coordinated and prepared by the UCI Police Department.

The 2015 ASR may be directly accessed by visiting http://www.police.uci.edu/Jeanne_Clery_Act_Annual_Security_Report.pdf. Copies of this ASR may be obtained at UCI from the UCI Police Department Administrative Division during normal business hours (generally Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding weekends and holidays) located at 100 Public Services Building, Irvine, CA 92697. Copies of this ASR may also be obtained at UCI Medical Center from the Security and Parking Department Office Lobby, located in Building 33 during normal lobby hours. Lobby hours are Monday through Friday, 7:15 a.m. to 4:00 p.m., excluding weekends and holidays.

Additionally, all Title IV institutions with on-campus student housing are required to prepare and distribute an Annual Fire Safety Report with specific statements of fire safety policies and procedures as well as the annual fire safety statistics for the past three calendar years. UCI's Annual Fire Safety Report, along with the fire statistics, is prepared and distributed by the UCI Environmental Health & Safety ("EH&S") department in conjunction with the UCI campus Fire Marshal. The 2015 AFSR may be directly accessed by visiting: http://www.ehs.uci.edu/programs/fire/UCI_HEOA_Report.pdf.

1.2 *Non-Discrimination and Affirmative Action Policy Regarding Employment Practices*

It is the policy of the University not to engage in discrimination against or harassment of any person employed by or seeking employment with the University of California on the basis of race, color, national origin, religion, sex, gender, gender expression, gender identity, pregnancy, physical or mental disability, medical condition (cancer-related or genetic characteristics), genetic information (including family medical history), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services. This policy is intended to be consistent with the provisions of applicable state and federal laws and University policies.

1.3 *Non-Discrimination Policy Regarding Student-Related Matters*

The University of California, in accordance with applicable Federal and State law and University policy, does not discriminate on the basis of race, color, national origin, religion, sex, gender identity, pregnancy, physical or mental disability, medical condition (cancer related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services. The University also prohibits sexual harassment. This nondiscrimination policy covers admission, access, and treatment in University programs and activities.

UCI Police Department Emergency Line	9-1-1
UCI Police Department Non-Emergency Line (from UCI)	(949) 824-5223
UCI Police Department Non-Emergency Line (from UCI Medical Center)	(714) 456-5222
UCI Medical Center Operator	(714) 456-7890
Alcohol & Drug Prevention Program (UCI)	(949) 824-3046
Campus Assault Resources and Education (CARE)	(949) 824-7273
Counseling Center (UCI)	(949) 824-6457
Community Service Officer (CSO) Program	(949) 824-7369
Dean of Students – Office of Student Conduct (UCI)	(949) 824-5590
Environmental Health & Safety (UCI)	(949) 824-6200
Environmental Health & Safety (UCI Medical Center)	(714) 456-5700
Faculty and Staff Counseling Center	(949) 824-6457
Human Resources (UCI)	(949) 824-5210
Lesbian Gay Bisexual, Transgender Resource Center (LGBTRC) (UCI)	(949) 824-3277
Lost and Found/Fingerprinting (UCI)	(949) 824-1885
Lost and Found - Dispatch a Security Officer (UCI Medical Center)	(714) 456-5493
Lost and Found (UCI Medical Center)	(714) 456-6501
Office of the Ombudsman (UCI)	(949) 824-7256
Title IX/Office of Equal Opportunity and Diversity (OEOD)	(949) 824-5594
Poison Control Center	(800) 222-1222
Purchasing and Risk Services (UCI)	(949) 824-6516
Safety Escort Service (UCI)	(949) 824-SAFE (7233)
Safety Escort Service (UCI Medical Center)	(714) 456-5493
Student Health Center (UCI)	(949) 824-5301
UCI Police Department Investigations Unit	(949) 824-5223
UCI Police Department Reports / Records	(949) 824-7798
Major Utility/Electrical Failure	(949) 824-5444
UC Irvine Health Security & Parking Services Department Admin	(714) 456-6519 or (714) 456-3491
Workers' Compensation	(949) 824-9152

UCI Police Department website: www.police.uci.edu

2.0 UCI Police Department and UC Irvine Health Security & Parking Services Department

2.1 UCI Police Department

The mission of the UCI Police Department is to protect and to defend the rights guaranteed in the Constitution of the United States and the Constitution of the State of California; to enforce the criminal laws of the State of California in the spirit they were enacted; to protect life and property; to prevent crime, to apprehend suspected criminal violators, and to aid community members whenever possible. The UCI Police Department strives to accomplish these objectives without prejudice, with integrity and respect, and to support the people served within the UCI community in order to advance the achievement of the University's academic, research, and public service mission.

The UCI Police Department actively collaborates with the UCI and UCI Medical Center communities to help create a safe and secure campus environment through education, problem solving and enforcement. The UCI Police Department uses innovative practices, technology, continuing training and partnerships to provide professional police services to prevent, prepare for, respond to and recover from all criminal activity, hazards and threats. In doing so, the UCI Police Department fosters and maintains an environment that supports the well-being of the UCI and UCI Medical Center students, faculty, staff and visitors.

The Patrol Division of the UCI Police Department is the largest division within the department. The primary responsibility of the UCI Police Department is to provide police services at the UCI campus and the UCI Medical Center campus in Orange on a 24/7 basis. The primary function of Patrol Division personnel is to provide a uniformed response to calls for service, enforce traffic laws, investigate criminal activity, provide safety presentations to the community, assist other divisions as needed, and to act as a visible deterrent to crime. Officers patrol the campus using marked and unmarked patrol vehicles, dual sport motorcycles, bicycles and on foot. A patrol officer's duties include protecting life and property, preventing crime, and keeping the peace. Patrol officers provide a wide variety of safety related services to the UCI community. When a crime is reported to the UCI Police Department, a patrol officer will take the initial crime report which outlines the circumstances of the incident. When possible and as needed, the patrol officer will collect evidence, arrest offender(s) and testify in court.

The Investigations Unit is comprised of a Lieutenant, Sergeant and four Detectives. The Detectives conduct criminal investigations of

crimes occurring on the UCI campus and at the UCI Medical Center campus. The Detective Sergeant and two Detectives are assigned to the UCI campus and the other two Detectives are assigned to the UCI Medical Center campus. The Detectives are responsible for following up on criminal incidents, solving crimes, and conducting proactive investigations. Additionally, the UCI Medical Center Detectives interact with the UCI Medical Center Administration and are the liaison between the UCI Police Department and the UC Irvine Health Security & Parking Services Department. Detectives also augment the Patrol Division with uniform patrol assistance during large campus demonstrations or other events. The Investigations Division also works closely with the Title IX Officer, Deputy Title IX Officer, and Title IX Investigators / Office of Equal Opportunity and Diversity (OEOD) staff. Additionally, UCI Police Department Detectives receive annual training on issues related to dating violence, domestic violence, sexual assault and stalking and on how to conduct an investigation that promotes the safety of victims.

The Communications Unit operates 24 hours a day, 7 days a week and consists of one Dispatch Supervisor, seven full-time Dispatchers and two part-time Dispatchers. Dispatchers are responsible for answering business telephone lines, emergency and non-emergency calls for service, calls for service at the UCI Medical Center and dispatching operations for the UC Irvine Health Security & Parking Services Department. This unit is also responsible for monitoring campus security alarms, surveillance security cameras, blue light emergency phones and elevator phones. Any items reported lost, stolen, found or located are entered by Dispatchers into the California Law Enforcement System (CLETS). In 2014, Dispatch processed 18,553 UCI campus incidents and 15,774 UCI Medical Center incidents. Dispatchers answered 25,596 UCI campus calls, 20,142 UCI Medical Center calls and 11,506 9-1-1 emergency calls. All calls for service are dispatched utilizing the 800 MHz radio system.

The Administration Division is dedicated to providing support to the entire UCI Police Department team. The Administrative Director oversees the Administrative Division, which includes the Administrative and Communications Units. The Administrative Unit includes the Clery Act Compliance Coordinator, CSO Coordinator, two Records Analysts, an Administrative Specialist, Front Desk Coordinator, student staff and interns. The primary functions of this Unit include handling payroll and personnel matters, accounting and financial needs, responding to concerns of the public, maintenance of department records, managing Clery Act compliance requirements, property and evidence processing, fingerprinting services, and maintaining lost and found property. In addition, this Unit assists with the recruiting and hiring processes of Police Officers, Administrative Staff, Dispatchers, Community Service Officers (CSOs), and Interns. The Unit also manages budget and purchasing matters for the UCI Police Department.

The UCI Police Department also employs student Community Service Officers ("CSOs") who provide safety escort services, general campus patrols, building lockups, and special security details at scheduled UCI events. CSOs also function as a liaison between the UCI Police Department and the students, staff, faculty and other community members. CSO's can be identified by their identification card, which includes their photograph, name, and badge number. They wear blue uniform shirts which display the UCI Police Department CSO star on the front left side and the words, "Community Service Officer" on the back.

The mission of the Emergency Services Unit is to continuously improve the resilience and readiness of the campus community and the ability to respond to and recover from natural and human-caused emergencies within the framework of the phases of emergency management: mitigation, preparedness, response and recovery. The Emergency Services Unit is responsible for readiness and training of the Chancellor's Executive Policy Group (CEPG) and staff selection, plan development and training for the Emergency Operations Center (EOC) and all of the Department Operations Centers (DOCs) on the UCI campus. Significant energy is given to ongoing preparedness efforts with distribution of emergency procedure flipcharts, presentations upon request, and training for the UCI campus Zone Crew staff members who facilitate evacuations to pre-designated assembly areas when necessary. The Campus Search and Rescue program (C-SAR), modeled after the national Citizen Emergency Response Team model, has trained over 300 staff members on advanced emergency preparedness and response actions. Through use of the award winning UC Ready on-line tool, schools and departments improve their resilience and business recovery capabilities. Under the general direction of the Assistant Chief of Police, the Emergency Services Unit is staffed by the Emergency Services Manager and Business Continuity Planner.

2.2 *UCI Police Department Jurisdiction, Enforcement Authority and Arrest Authority*
The UCI Police Department was established by resolution of The Regents on September 26, 1947. The current authority of The Regents to appoint University Police is set out in section 92600 of the Education Code and section 830.2(b) of the Penal Code. The UCI Chancellor is responsible for the protection of the physical and academic environment of the UCI campus, the protection of the physical and patient care environment of the UCI Medical Center, and for the police and public safety program assigned to provide that protection. The UCI Police Department Chief of Police, under the general direction of the Associate Vice Chancellor, Administrative & Business Services, is responsible for and has commensurate authority to plan, organize, staff, direct, and control the Police and Public Safety Program for the UCI campus and the UCI Medical Center campus within the University of California Police Services System. The UCI Police Department is vested with the authority and responsibility to enforce, on University property, all applicable local, state, and federal laws, with a special emphasis on the enforcement of laws involving weapons, alcohol, drugs and narcotics. UCI Police Department Officers have the authority and duty to, arrest violators, suppress crime and conduct criminal investigations at both the UCI campus and the UCI Medical Center campus. The UCI Police Department is computer linked to city, state and federal criminal justice agencies for access to criminal records, information on wanted persons, as well as stolen property and stolen vehicle information. UCI Police Officers are duly sworn peace officers under California Penal Code section 830.2(b). The sworn police officers in the UCI Police Department are armed, have authority to make arrests and possess the same authority under the law as do municipal/city police officers. The UCI Police Department subscribes to the standards of the California Commission on Peace Officer Standards Training (POST). Officers receive the same basic training as municipal and county peace officers as well as additional training to meet the unique needs of a university campus community environment.

The UCI Police Department is the primary agency for reporting and investigating criminal activity occurring on the UCI campus and the UCI Medical Center campus. Officers patrol the main UCI campus 24 hours each day, 365 days per year. Additionally, the UCI

Police Department has assigned officers to the UCI Medical Center located in Orange, CA who patrol the campus as well as investigate crimes. The UCI Police Department provides immediate response to all police, fire and medical emergencies both on the UCI campus as well as at the UCI Medical Center campus. Accidents involving automobiles and bicycles are also investigated by the UCI Police Department.

The UCI Police Department, under section 830.2(b) of the California Penal Code, has legal authority to exercise peace officer powers any place in the state, provided that the primary duty shall be the enforcement of laws within the area specified in section 92600 of the Education Code, (a) upon the campuses of the University of California and an area within one mile of the exterior boundaries of each thereof and (b) in or about other grounds or properties owned, operated, controlled or administered by the Regents of the University of California.

The UCI Police Department and the City of Irvine Police Department have concurrent legal jurisdiction and authority on the UCI campus, including properties leased by UCI that are located off-campus and within the City of Irvine. By mutual understanding, the UCI Police Department restricts their primary patrol jurisdiction activity to the UCI campus, and the Irvine Police Department restricts its primary patrol jurisdiction activity to the City of Irvine. The two agencies cooperate and assist each other upon request of any officer of either department.

The UCI Police Department and the Orange Police Department have concurrent legal jurisdiction and authority at the UCI Medical Center campus, including properties leased by UCI that are located off-campus and within the City of Orange. By mutual understanding, the UCI Police Department restricts its primary patrol jurisdiction activity to the UCI Medical Center campus and its satellite facilities, and the Orange Police Department restricts its primary patrol jurisdiction activity to the City of Orange. The two agencies cooperate and assist each other upon request of any officer of either department.

The Sheriff of Orange County has concurrent jurisdiction on the UCI campus and on the UCI Medical Center campus, as is the case for the entire Orange County. The two agencies cooperate and assist each other upon request by any deputy or officer of either department. The Orange County Sheriff's Department restricts its primary patrol jurisdiction activity to the unincorporated areas and contract cities within the County of Orange.

2.3 *UC Irvine Health Security & Parking Services Department*

UC Irvine Health's Security & Parking Services Department administrative oversight is supported by the Director of Security. The Security Department's operations are overseen by a Security Operations Manager, supported by uniformed security staff, 24 hours a day, 7 days a week. The Parking and Transportation Services (PTS) Program operations are overseen by a Parking Operations Manager, supported by a number of other staff within the department. The Photo ID Badging and Access Control Office is responsible for the creation of identification for all employees and vendors at the UCI Medical Center campus and assigns access privileges to all areas. Uniformed security personnel are licensed under the Bureau of Security and Investigative Services (BSIS) and maintain appropriate certifications and training for equipment and services they perform. Security Officers do not have any sworn law enforcement authority, but they may make Private Persons Arrests under California Penal Code sections 834 and 837.

UCI Police Department offers in-service presentations on various law enforcement related topics at the UCI Medical Center. UCI Police Department provides representation on UC Irvine Health's Workplace Violence Consultation Team. UCI Police Department officers assigned to the UCI Medical Center mutually support security personnel. Both the UCI Police Department officers and the UC Irvine Health Security & Parking Services officers patrol the main hospital grounds and general areas surrounding the hospital grounds. Security officers provide protective services to further the mission of providing care, welfare, safety, and security for all students, faculty, staff, visitors and patients. Most UCI Medical Center properties maintain emergency call boxes which can be used to report emergency situations, crimes, and suspicious behaviors. In order to use these emergency call boxes, patrons should follow the instructions provided on the call box. Callers will automatically be connected to the UCI Police Department Dispatch Center, which is available 24 hours a day, 7 days a week. The UC Irvine Health Security & Parking Services Department business office is located in Building 33 on the UCI Medical Center campus.

All students, faculty, staff, patients, visitors, and other guests on the medical center property should dial 9-1-1 for any police, fire, medical or other emergency situation. For more information regarding the UC Irvine Health Security & Parking Services Department, please contact the Director of Security and Parking Services at (714) 456-3491.

2.4 *Memorandum of Agreement on Operational Responsibilities and Working Relationships*

Pursuant to California Education Code section 67381, the UCI Police Department and the Irvine Police Department have adopted and signed a Memorandum of Agreement (MOA) which clarifies and affixes operational responsibilities and working relationships for the investigation of violent and non-violent crimes occurring on the UCI main campus property. Due to the sophisticated investigative resources required to properly investigate certain crimes, the UCI Police Department, by agreement, has arranged assistance from the Irvine Police Department and the Orange Police Department in certain circumstances.

The UCI Police Department will be the primary reporting and investigating law enforcement agency for all crimes that have occurred or are occurring within the limits of the UCI campus and its properties owned, operated or leased outside the limits of the UCI campus, but within the City of Irvine limits.

Where UCI owns property located outside the limits of the UCI campus and within the limits of the City of Irvine, and the property is leased to non-university lessees, the Irvine Police Department has operational jurisdiction. The limits of the UCI campus are defined as a line on the campus side of boundary roads, at the edge of the curb or the edge of the roadway, where

there are no curbs, with the exception of a portion of land located within the boundaries which is private property under the jurisdiction of the City of Irvine. This land is located in the vicinity of University Drive, Campus Drive, California Drive, and Bonita Canyon Road. The Irvine Police Department will be the primary reporting and investigating law enforcement agency for all crimes occurring outside the boundaries of the UCI main campus. Both the UCI Police Department and the Irvine Police Department will continue to provide mutual aid assistance as appropriate when requested.

Additionally, the UCI Police Department and the Orange Police Department have adopted and signed a Memorandum of Agreement (MOA) which clarifies and affixes the operational responsibilities and working relationships for the investigation of violent and non-violent crimes occurring on properties affiliated with the UCI Medical Center campus.

The Orange Police Department acts as first responders to those properties owned or leased by the University of California in the City of Orange. A first responder responds only to 9-1-1 and other emergency calls. The Orange Police Department will notify the UCI Police Department when responding to emergency calls for service at these properties.

The UCI Police Department maintains law enforcement-related operational responsibilities for the safety and security of the communities and facilities affiliated with the UCI Medical Center campus. These responsibilities include enforcement of laws and ordinances, receiving arrests pursuant to Penal Code section 837, evaluating persons per WIC 5150, reporting and accounting of criminal offenses and traffic accidents, collection of evidence, the investigation of Part 1 violent crimes and all other crimes that have occurred or are occurring at the UCI Medical Center campus, including properties leased by the University of California within the City of Orange.

UC Irvine Health Security & Parking Services Department will provide security services that will include prevention of crime, preservation of peace and order, training and education, reporting of criminal offenses, protecting assets of The Regents, and providing such other security services according to standard operating procedures as directed by UCI Medical Center leadership.

3.0 Reporting Criminal Activity

3.1 *Accurate and Prompt Reporting of Criminal Activity*
In order to make UCI campus and the UCI Medical Center campus as safe and secure as possible, all students, staff, faculty and community members are strongly encouraged to immediately and accurately report all criminal activity and all suspicious person(s) and/or suspicious activities to the UCI Police Department when the victim of a crime elects to make a report, or is unable to make such a report, by dialing 9-1-1 from an on-campus telephone or GPS enabled cell phone on the UCI campus or by calling the UCI Police Department Dispatch Center 24 hours a day, 7 days a week at (949) 824-5223. The UCI Police Department has primary jurisdiction and responsibility for investigating crimes and providing police protection services to the UCI and UCI Medical Center campus communities. The UCI Police Department's primary patrol jurisdiction is the UCI campus and the UCI Medical Center campus. The immediate and accurate reporting of all criminal activity also assists the UCI Police Department in assessing Clery crimes for a potential Timely Warning Notice ("Crime Alert") and for inclusion in the annual Clery crime statistics disclosure.

For crimes that occur in the City of Irvine, but not on the UCI campus boundaries, UCI encourages accurate and prompt reporting of all crimes to the Irvine Police Department by calling (949) 724-7200, located at 1 Civic Center Plaza, Irvine, CA 92606.

For crimes that occur in the City of Orange, but not on the UCI Medical Center campus grounds, UCI and UC Irvine Health encourage accurate and prompt reporting of all crimes to the Orange Police Department by calling (714) 744-7444, located at 1107 North Batavia Street, Orange, CA 92867.

The UCI Police Department is located on the UCI campus in the Public Services Building (Building 7 on campus the UCI campus map http://communications.uci.edu//documents/pdf/UCI_14_map_campus.pdf) at 410 East Peltason Drive, Irvine, CA 92697. Free short term visitor parking at the UCI Police Department is available in UCI Parking Lot 1C. Please park in a parking spot labeled "Visitor Parking." UCI Parking Lot 1C is located directly behind the UCI Police Department Public Services Building. All crimes that occur off of the UCI campus and away from the UCI Medical Center campus should be reported to the local law enforcement agency with jurisdiction where that crime has occurred.

UCI Police Department Dispatchers are available 24 hours a day, 7 days a week at (949) 824-5223 to answer any calls. In response to a call for service, the UCI Police Department will take the required action, either dispatching an Officer or asking a victim to respond to the UCI Police Department to file a report. All reported crimes will be investigated by the UCI Police Department and may become a matter of public record. UCI Police Department reports may be forwarded to various departments, including but not limited to the Office of Equal Opportunity and Diversity (OEOD), the CARE Office, the Office of Student Conduct, and the Dean of Students. UCI Police Department Detectives will investigate a report when it is deemed appropriate. Additional information obtained during an investigation may be forwarded to other offices at UCI when deemed necessary. If assistance is needed from Irvine Police Department, Orange Police Department or another police agency or the Orange County Fire Authority, UCI Police Department will contact the appropriate agencies for assistance. If a sexual assault, dating violence, domestic violence, or stalking should occur, staff on scene, including the UCI Police Department Officers, will offer a survivor information on resources and options.

3.2 *Emergencies at UCI and the UCI Medical Center*
Police, fire and medical emergencies on the UCI campus can be reported by dialing 9-1-1 (UCI Police Department Emergency Line) from any telephone on the UCI main campus. Police fire and medical emergencies on the UCI Medical Center campus can be reported

by dialing (714) 456-5222. All telephones located at UCI are connected to the 9-1-1 emergency system. Emergencies can also be reported on the UCI campus by using any one of the more than 150 blue light emergency call-boxes located throughout the UCI campus, or by using the emergency intercom system located in most building elevators. At all non-campus locations where there is an emergency, calls for service should be directed to the local law enforcement agency that has jurisdiction in the area where the emergency is occurring or has occurred.

3.3   *Non-Emergencies at UCI and the UCI Medical Center*
Non-emergency incidents on the UCI campus can be reported to the UCI Police Department by dialing (949) 824-5223. Non-emergency incidents on the UCI Medical Center campus can be reported to the UCI Police Department by dialing (714) 456-5493. However, all suspected UCI on-campus crimes and on-campus crimes at the UCI Medical Center, regardless of their nature, should immediately be reported to the UCI Police Department as indicated above in section 3.2.

3.4   *Voluntary Anonymous and Confidential Reporting Options*
In certain instances, a crime victim may be reluctant to file an official police report fearing the criminal process and/or loss of his/her confidentiality. In such circumstances, UCI still encourages crime victims to make a confidential report to the UCI Police Department. With a crime victim's permission, the UCI Police Department can file a report on the details of the incident without revealing a victim's identity. The purpose of a confidential report is to comply with a crime victim's desire to keep the matter confidential, while taking steps to ensure their safety and the safety of others. At a minimum, crime victims will receive important counseling and referral information as well as helpful resources. Confidential reports are important because they provide valuable information to help keep a more accurate record as to the actual crime occurring on the UCI campus and UCI Medical Center campus and help determine where there is a pattern of crime with regard to a particular location, method, or perpetrator. Confidential reports also assist with the potential issuance of Crime Alerts to the campus communities to warn of potential threats when deemed necessary. Additionally, crime reports filed in this manner are classified and disclosed in the annual crime statistics information, without revealing any individual identifying information of the victim.

If a crime victim or any other person wants to report a crime anonymously, UCI Police Department offers a couple of options to submit anonymous reports. First, a "Silent Witness" form is available on the UCI Police Department website at http://www.police.uci.edu/services/silent-witness/silent-witness.html and is an anonymous reporting channel, allowing a person to provide information anonymously to the UCI Police Department by filling out an online submission form. The UCI Police Department will use any information it receives via the Silent Witness form in an appropriate manner, consistent with the U.S. Constitution. Reports filed in this manner are classified, counted and disclosed in the Clery Act annual crime statistics information, to the extent possible, without revealing any individual identifying information of the victim. Additionally, a crime victim can remain anonymous by calling "OC Crime Stoppers" at (855)-TIP-OCCS (847-6227), texting "OCCS" plus the crime tip(s) to CRIMES (274637), or submitting a crime tip via the OC Crime Stoppers website at http://occrimestoppers.org/.

3.5   *Campus Security Authorities ("CSAs")*
UCI and UC Irvine Health encourage the reporting of all criminal activity directly to the UCI Police Department. The Clery Act specifically includes four groups of individuals designated as CSAs: (1) a campus police department or a campus security department of an institution; (2) any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department, (3) any individual or organization to which students and employees should report criminal offenses (for crimes that occur on the UCI campus and at the UCI Medical Center campus, all criminal offenses should be reported to the UCI Police Department), and (4) an official of the institution who has significant responsibility for student and campus activities. The Clery Act Compliance Coordinator continuously identifies and trains new CSAs based on an individual's function and position at UCI and at the UCI Medical Center.

In addition to collecting Clery Act crime statistic information from police reports generated by the UCI Police Department, Clery Act crime statistic data is also continuously requested via email and compiled from reports submitted via email, mail, or in-person by UCI and UCI Medical Center designated Campus Security Authorities ("CSAs") using the Clery Act CSA Report Form located at http://www.police.uci.edu/clery/archive/CSA%20Report%20Form%20Rev%20Mar%2011%202015.pdf. This form is also available in a paper version at the UCI Police Department. Any Clery crime report made to a CSA must immediately be transmitted to the UCI Police Department's Clery Act Compliance Coordinator via email at Clery@uci.edu by fax machine (949) 824-0150, or by campus mail Zot Code 4900, Attention: UCI Clery Act Compliance Coordinator. CSA Reports may also be delivered to the Clery Act Compliance Coordinator in-person during normal business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. at the UCI Police Department front desk located on the Administrative side of the UCI Police Department building, located at 410 East Peltason Drive, Irvine, CA 92697

3.6   *Pastoral and Professional Counselors*
UCI pastoral and professional counselors are encouraged to inform their clients about the criminal reporting procedures outlined in this document, if and when they deem it appropriate. As noted in section 3.4, there are options available for voluntary, confidential reporting. Pastoral and professional counselors are encouraged to inform the persons they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics in the Clery Act ASR and web-based report to the Department of Education. This is encouraged in an effort to prevent further victimization and to obtain a more accurate portrait of crime reported on the UCI campus, public property, non-campus buildings and property and the UCI Medical Center campus, public property and non-campus buildings and property (this is known as the "Clery Act Reportable Geography").

3.7   *Daily Crime and Fire Log*
The UCI Police Department maintains a combined Daily Crime Log and Daily Fire Log, known as the "Daily Crime and Fire Log." This document contains a record of all crimes reported to the UCI Police Department, the UC Irvine Health Security & Parking Services Department and any Campus Security Authority (CSA), which have occurred on the Clery Act Reportable Geography of the

UCI campus and the UCI Medical Center campus. The Daily Crime Log also includes any reported crime that has been reported within the primary patrol jurisdiction of the UCI Police Department (see attached patrol jurisdiction map in the appendix of this Annual Security Report). All entries or additions to the Daily Crime and Fire Log are made within 2 business days of the report of the information being made to the UCI Police Department, unless that disclosure is prohibited by law or would jeopardize the confidentiality of the victim.

Regarding criminal incidents, the Daily Crime and Fire Log reflects the nature of the reported crime, the time and date the crime was reported to the UCI Police Department, the time and date the crime occurred (if known), the location of the crime (if known) and current disposition of the case for the past 60 days (if known). A crime is considered "reported" when it is brought to the attention of a Campus Security Authority ("CSA") or a local law enforcement agency. All crimes in the Daily Crime and Fire Log are recorded by the date the crime was reported to the UCI Police Department.

Regarding fire incidents, any fire that occurs in an on-campus student housing facility that is reported to any official at UCI is documented and reported in the Daily Fire Log. This document reflects the same information as the Daily Crime Log, except the date that the fire was reported includes the date that the fire was initially reported, not the date that the UCI Police Department or the UCI Campus Fire Marshal learns of the reported fire.

The UCI Police Department may withhold information from the Daily Crime and Fire Log if there is clear and convincing evidence that the release of such information would jeopardize an on-going criminal investigation or the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence. The UCI Police Department will disclose any information withheld from the Daily Crime and Fire Log once the adverse effect is no longer likely to occur.

The UCI Police Department's Daily Crime and Fire Log will include all crime and fire incidents from the most recent 60 day period, and it must be open for public inspection in the front desk Administrative lobby of the UCI Police Department during normal business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. Additionally, the Daily Crime and Fire Log will usually be accessible on the UCI Police Department website by going to www.police.uci.edu and clicking on "Daily Crime and Fire Log" section. The Daily Crime and Fire Log is also available for public inspection at the UCI Medical Center's Security and Parking Services Department lobby, Monday through Friday, 7:15 a.m. to 4:00 p.m. Daily Crime and Fire Log information older than 60 days (dating up to 7 years) will be made available for inspection within 2 business days of a request for such information.

3.8 Non-Campus Buildings and Property Crime Statistics

Crime statistics from Clery geographic locations defined as "non-campus buildings and property" (known as "non-campus" locations) encompass two distinct types of geography associated with UCI and the UCI Medical Center: (1) buildings and property owned or controlled by officially recognized student organizations; and (2) buildings and property located off campus but owned or controlled by UCI or the UCI Medical Center. Non-campus buildings and property are located at numerous locations throughout Orange County, Los Angeles County, and other various geographic locations away from UCI and the UCI Medical Center. Non-campus locations are neither contiguous to nor located within a reasonable geographic area surrounding UCI property and these locations fall within the jurisdiction, protection, and reporting responsibility of different law enforcement agencies depending upon where the buildings and property may be located. The UCI Police Department requests Clery crime statistic data from all local law enforcement agencies that have jurisdiction where UCI owns or controls non-campus buildings or property within their jurisdiction.

Additionally, non-campus buildings and property may also include locations such as hotels, motels, resorts/conference centers, temporary classrooms, etc. where officials on behalf of UCI may own or control such space by virtue of an agreement and where the location is used for educational purposes, students go to the location, and it is not contiguous to the main UCI campus or UCI Medical Center campus. Any type of agreement (e.g. a contract, reservation, invoice, receipt, etc.) may be used to establish an "agreement" for purposes of classifying a location as a non-campus building or property location for purposes of UCI Clery Act Geography.

4.0 Missing Persons

4.1 General Policy on Missing Persons

It is the policy of UCI, through the UCI Police Department, to accept all reports of missing persons without delay. However, the reporting party of any missing persons reported to the UCI Police Department should be a spouse, family member, close friend, or roommate of the person that is reported missing. Investigative priority will be given to investigating missing persons over the handling of property crimes.

A missing student often has a temporary residence on the UCI campus and a permanent family residence in another jurisdiction, yet, s/he may have last been seen or heard from another jurisdiction. In order to ensure proper case follow-up and a quick resolution, jurisdictional responsibilities and investigative agreements need to be quickly reached between all of the potential reporting jurisdictions.

Every case of a missing person poses unique investigative challenges that will dictate who, if any (e.g. spouse, roommates, family members, guardians, friends, etc.) will be contacted, interviewed and in what order. When a person's disappearance is deemed to be suspicious, when foul play is suspected, and/or the person may be "at-risk" based on a number of factors, the UCI Police Department may request assistance from the Irvine Police Department for assistance, as described in the Memorandum of Agreement on Operational Responsibilities and Working Relationships outlined in section 2.4.

4.2 *Missing Student Notification Policy Statement*

If any person has reason to believe that a student who resides in on-campus student housing is missing, s/he should immediately notify the UCI Police Department at (949) 824-5223. UCI Police Department will generate a missing person report and initiate an investigation. This policy focuses on students residing in on-campus student housing facilities. While UCI has multiple campuses (both the UCI campus and the UCI Medical Center campus), this policy only applies to the UCI campus since that is the only campus with on-campus student housing facilities. In compliance with the requirements set forth in the Clery Act, UCI is committed to the safety and well-being of all students. UCI will follow procedures established by UCI Student Housing, based on the facts and circumstances known to UCI, to ensure that prompt and appropriate action is taken.

It is important to note that missing student reports include reports made by anyone, even individuals not affiliated with UCI. A student is considered to be missing after a reasonable investigation fails to discover the location of the student reported missing from the UCI campus or where a set of extenuating circumstances may suggest immediate concern to UCI officials. Such conditions may include, but are not limited to students who have health related problems, a student who has not regularly attended class and has not been seen elsewhere, and/or parent(s) and roommate(s) of the missing student reports that a student is missing because they have had irregular contact with the student.

It is imperative that any missing student report must be referred immediately to the UCI Police Department at (949) 824-5223, regardless of how long the student is believed to have been missing. The official determination that a student is missing can be made at any time by the UCI Police Department. In addition to the UCI Police Department, students, employees or other individuals are encouraged to report that a student has been missing for 24 hours to the following list of organizations on the UCI campus:

- UCI Student Housing, Housing Director, (949) 824-5988;
- Office of Student Life & Leadership, Dean of Students, (949) 824-5590;
- Vice Chancellor of Student Affairs Office, (949) 824-4804;
- Department of Undergraduate Education Office, Dean's Office, (949) 824-3291;
- Graduate Division Office, Dean's Office, (949) 824-6351.

If a missing student report is received by any of the above offices, the following offices will immediately be notified of the missing student report:

- UCI Police Department;
- Undergraduate and/or Graduate Deans' Office;
- Vice Chancellor for Student Affairs Office;
- UCI Student Housing Office.

In addition to registering an emergency contact, students residing in on-campus student housing facilities (regardless of age) have the option to identify confidentially one or more individuals to be contacted by UCI staff strictly in the event that the student is determined to be missing for more than 24 hours. This contact person can be anyone selected by the student. All students are given this option even if a student has already identified a general emergency contact. The same person may be identified for both purposes (i.e. emergency contact and missing student contact person notification purposes) and UCI will not assume that a general emergency contact is also the missing student contact person. Students will complete the Missing Persons Contact form in the complex they are living in upon move-in day and submit the completed document to a housing staff member. If a student has identified such an individual, UCI will notify that individual within 24 hours after the student is determined to be missing. Students who wish to identify a missing student contact person(s) can do so through UCI Student Housing. This information will be kept separate from general emergency contact information that is on file. If UCI is unsuccessful in contacting the registered individual(s) for a missing student, all attempts to contact will be documented.

After investigating the official report of a missing student, if UCI Police Department determines the student has been missing for 24 hours, UCI will contact the custodial parent or legal guardian if the student is under 18 and not emancipated. After investigating the missing person report, if UCI Police Department determines that the student has been missing for more than 24 hours, regardless of whether the student has identified a missing student contact person(s), is above the age of 18, or is an emancipated minor, UCI will notify the Irvine Police Department (IPD) or the law enforcement agency with jurisdiction in the area the student went missing (and the student's missing student contact person(s) within 24 hours after the student is determined to be missing if one has been identified by the student). If the missing student is under the age of 18 and is not an emancipated individual, UCI will notify the student's custodial parent or legal guardian, Student Housing and the UCI Police Department, and any other registered missing student contact person(s), that the student is missing, within 24 hours from the point in time after which the UCI Police Department has determined that the student is missing.

Students will have the option of identifying the individual to be contacted by UCI and register this missing student contact person(s) information through UCI Student Housing. Students will have the opportunity to provide missing student contact person(s) information on an annual basis regardless of whether they chose to register such contact the previous year. Additionally, students who move into on-campus student housing mid-year are given the option to name and register a missing student contact person(s) as well. Only authorized UCI campus officials will have access to this information and the information will not be disclosed except to law enforcement officers, in furtherance of a missing person investigation. If students register a missing student contact person(s), they are providing permission for law enforcement personnel to contact the identified individual for the purpose of a missing student investigation.

If UCI Police Department or the Irvine Police Department law enforcement personnel have been notified and a determination is made that a student, who is the subject of a missing person report, has been missing for more than 24 hours and has not returned to the UCI campus, UCI will initiate contacting the registered missing student confidential contact in accordance with the student's designation.

4.3 *Missing Student Notification Procedures*

Upon notification from any person that a student is determined to be missing, UCI may use any of the following resources to assist in locating the student. These resources may be used in any order and combination:

- UCI Student Housing - the housing professional staff may be asked to assist in physically locating the student by keying into the student's assigned room and/or talking with known associates of the missing student.
- UCI Police Department - Officers may search on campus locations to find the missing student.
- UCI Police Department – Officers may issue an identification picture to assist in identifying the missing student.
- UCI Police Department – Officers may access vehicle registration information for vehicle location and other information and distribution of such information to the appropriate authorities.
- UCI Police Department – Officers may obtain access to card access logs in order to determine last use of the card and track card usage for future uses.
- Office of Student Life & Leadership or the UCI Police Department – Staff or Officers may try to contact known friends, family, staff, or faculty members for a last known sighting of the missing student or additional contact information.
- UCI Student Affairs or individual academic departments – staff may be contacted to seek information on last known sighting of the missing student or additional contact information.
- The UCI Office of Information Technology (OIT) – staff may be asked to look up email logs for last known login and use of the UCI email system.
- If there is any indication of foul play, the local law enforcement agency may immediately be contacted for assistance.

If the search for the missing student is successful, the Incident Manager (e.g. a Student Housing or Dean of Students staff member), will contact the student and inform him or her of support services available on campus (e.g., Student Counseling Center, Student Health Center, Social Worker, CARE Office, etc.). The Incident Manager will also offer services to any other students (i.e. roommates, friends) affected by the incident.

If the search for the missing student is deemed to be unsuccessful, the UCI Campus Consultation Team will decide what further action should be taken based on the facts of the situation known at that time. The UCI Campus Consultation team, under the guidance of the Assistant Vice Chancellor for Wellness, Health and Counseling Services, provides a coordinated campus response to the management of crises that because of its reach, complexity, or potential for risk, demand the involvement of multiple campus agencies and stakeholders.

The Missing Student Policy and Procedure, which is managed and coordinated by UCI Student Housing, may be found at: http://housing.uci.edu/docs/policies/Policy_MissingStudent.pdf

5.0 Crime Prevention and Security Awareness Programs

Crime is a serious problem for which there are no easy answers or solutions. The UCI campus and UCI Medical Center campus are not immune to crime. Therefore, the prevention of crime is a top priority among police and security staff. All members of the UCI and UCI Medical Center communities are encouraged to take responsibility for their own safety and security, and when possible, assist others with their safety and security needs. While the UCI Police Department and UC Irvine Health Security & Parking Services Department may offer guidance and assistance regarding campus safety and security, each individual must take primary responsibility for his or her own safety.

The UCI Police Department supports proactive crime prevention working closely with community members to help create and maintain a safe environment at UCI and the UCI Medical Center, including working with the Campus Assault Resources and Education ("CARE") office. Crime prevention and security awareness programs begin with freshman orientation presentations. UCI Medical Center introduces crime, workplace violence, and personal safety awareness during New Hire orientations and New Resident orientations. Topics of discussion include the student conduct code, sexual harassment, sexual assault, dating violence, domestic violence, stalking, substance abuse, alcohol abuse, hate violence, and personal property safety. Throughout the year, the UCI Police Department gives various presentations and workshops regarding personal safety, self-defense, office safety/workplace violence, sexual violence prevention, vehicle security, residential security, and active shooter incidents. UC Irvine Health Security & Parking Services Department provides training in managing aggressive behaviors and non-violent crisis intervention.

The UCI Police Department's effort to educate the campus community about incidents of crime, the importance of reporting crime, and the prevention of crime is performed on a continuous and on-going basis. The CARE office, OEOD office, the UCI Police Department, Student Affairs, Student Life and Leadership, Campus Residential Life office, Dean of Students' office, Office of Student Conduct, and the Center for Student Wellness and Health Promotion all actively participate and contribute to this on-going effort. From freshman orientation to graduation commencement, students and employees are presented with and offered a number of different safety and security programs, designed to create a safer campus environment. The above listed departments offer a combined average of 3-5 or more educational programs per month, which may vary depending on requests by community members.

UC Irvine Health and the UCI School of Medicine Human Resources Departments provide University, State, and Federal mandated competency training upon initial hire and annually based on position and licensure.

5.1 *Campus Safety and Security Education, Programming and Other Events*

The UCI Police Department works closely with Campus Assault Resources and Education ("CARE"), Office of Equal Opportunity and Diversity ("OEOD"), and other key campus departments to provide security and safety programs, presentations and workshops

throughout the year. In addition, these campus units and UCI Police Department produce and publish brochures and pamphlets relating to crime prevention, personal safety, bystander intervention, and risk reduction strategies. The following are examples of the programs that were made available in 2014 to the UCI campus community from these various departments.

UCI Police Department Education, Programming and Events

The UCI Police Department offered various programs designed to inform students, faculty and staff about campus security procedures and practices and to encourage students, faculty and staff to be responsible for their own security and the security of others as well as programs designed to inform students, faculty and staff about the prevention of crimes, including:

- Health Education Center – Alcohol and Other Drug Peer Health Educator Training (annually)

- Peer Educators, Right to Know – Presentation on reporting incidents of sexual assault (bi-annually)

- Student Conduct Peer Advisor Group – Presentation on safety awareness and the UCI Police Department (bi-annually)

- Lecture presentation for the "Prisons, Punishment and Corrections" Class (annually)

- Associated Students UCI (ASUCI) – Presentation on the UCI Police Department and Fostering Communication

- UCI Resident Advisors in UCI Student Housing Communities - Safety and security presentations (bi-annually)

- UCI new Housing Assistants in American Campus Communities (ACC) Vista Del Campo, Vista Del Campo Norte, Camino Del Sol, and Puerta Del Sol Student Housing Communities - Safety and security presentations (bi-annually)

- Greek Life President's Council – Safety and security awareness presentations, including topics on alcohol awareness, sexual assault, domestic violence, dating violence and narcotics (quarterly)

- International Student Orientation Anteater Resource Fair – Information booth on UCI Police Department, safety and security (annually)

Various UCI Campus Safety and Security Programs

Other departments and units at UCI offered various programs designed to inform students, faculty and staff about campus security procedures and practices and to encourage students, faculty and staff to be responsible for their own security and the security of others as well as programs designed to inform students, faculty and staff about the prevention of crimes. The following are just some of the programs and materials that were made available to the UCI and UCI Medical Center campus communities in 2014:

- Learning Management System (LMS) - Security and Workplace Violence training (annually)
- Claire Trevor School of the Arts/EH&S Arts Safety Committee (bi-monthly)
- Claire Trevor School of the Arts safety card information
- Cross Cultural Center Affiliate Organization meetings - Safety Precaution Information (quarterly)
- University Extension International Program Orientation – Student safety (quarterly)
- School of Social Ecology – Emergency preparedness (annually)
- School of Law campus security procedures and practices orientation for new students (annually)
- Student Conduct Peer Advisors workshops on illegal downloading, alcohol, theft and controlled substances
- Verano Place Student Housing Safety & Security Programs (on-going) (Home Disaster Preparedness, Domestic Violence and Healthy Relationship Program, Emergency Preparation Event, Mental Health Awareness, Welcome Day BBQ, Unannounced Fire Drill, Suicide Prevention Training, Managing Disruptive/Distressed Students, Stalking Awareness and Resources, Sexual Assault Awareness, Fire Safety, Bystander Awareness)
- American Campus Communities ("ACC") Student Housing – emails and paper pamphlet regarding safety guidelines and tips, (quarterly), Health and Safety Week presentations and training.
- Palo Verde Student Housing Safety & Security Programs (on-going) (PV Playgroup, PV Infant and Toddler Tuesday, Block Parties (Intimate Partner Violence Education Program), Programs to HA World Cup (Strengthen Security and Safety of Others), UCI Partners Retreat, Evacuation Site Training, PV Trick or Treat Program, PV Meet and Greet, PV Picnic and a Movie, Information on Reporting Suspicious Activities or Persons, Information on Wildlife in the Neighborhood, Parking Lot Safety Information, Fire Safety Tips)
- UCI Libraries (annual review of emergency procedures, floor warden training program, new student assistant emergency preparedness & safety training, paper and digital signage display regarding theft risks)
- Spring Break Anti-Drinking & Driving Campaign radio spots on KUCI Radio Station

Campus Assault Resources and Education (CARE) Programs and Events

UCI Campus Assault Resources and Education (CARE) supports the goal of providing an educational environment free from violence and discrimination. Guided by the values of respect for diversity, human rights and community responsibility, the CARE office provides comprehensive programs to serve those affected by sexual assault, relationship abuse and stalking. CARE offers counseling, advocacy, prevention education, leadership and training opportunities, while working closely with the community on collaborative response and policy development. CARE provides awareness and prevention education and campaigns through various peer education programs, web-based trainings, campus-wide events and other educational campaigns. The following are some of the programs and events that CARE provided to the community in 2014:

- FIRST
- BANG
- SPOP (all orientation programs)

- Ongoing workshops and trainings for campus groups, staff, faculty, housing and others by CARE staff
- Green Dot campus bystander prevention program
- Sexual Assault Awareness Month
    - Take Back the Night
    - Denim Day California
    - Clothesline Project
- Domestic Violence and Dating Violence Awareness Month
    - Verizon Wireless Hopeline Cell Phone Drive
    - DVAM Spread the Love Campaign
    - UCI Partner Retreat: Laguna Hike and Beach Bonfire
    - Choices and Voices Group
- Stalking Awareness Month
- Group Counseling (psychotherapy and support group for survivors of sexual violence)
- Yoga as Healing Program (offered 1-2 times per month)
- UCI Speakers Bureau
- Right to KNOW Peer Education Group
- CHAMPS (Challenging All Men to Prevent Sexism) Peer Education Group
- VIP (Violence Intervention and Prevention) Peer Education Group for students in Greek Life
- Walk a Mile For Empathy
- Dynamic Womyn of UCI Awards

In addition, the CARE office provided educational workshops and trainings in 2014 to students and staff, including:
- SPOP staffers
- Housing staff
- SPOP students (first year students and transfer students)
- UCI Police Department
- Human Sexuality course students
- UCI graduate students at orientation
- UCI Athletes
- All incoming Greek students
- Specific Greek chapters
- ASUCI student leaders
- SOAR student staff
- UCDC interns
- BioSci 2A Teaching Assistants

Bicycle Education and Enforcement Program (BEEP)
UCI Transportation and Distribution Services and the UCI Police Department have partnered to form the Bicycle Education and Enforcement Program (BEEP). The BEEP partnership offers various safety and security campaigns each year to offer educational opportunities and information to the UCI campus community, including:
- Pedestrian Safety – mutual respect between bicycles and pedestrians, walking bikes on Ring Mall, and inner ring safety;
- Bike Security – bike theft, bike registration and information on how to lock your bike;
- Be Visible – biking at night, bike light giveaway;
- Protect Your Investment – wearing a helmet, how to put on a helmet properly, and bike helmet giveaway;
- Share the Lane – information about "sharrows" and signage that shows how bicycles can share the lane with vehicles.

Alcohol and Other Drug (AOD) Task Force and Health Education
UCI has a comprehensive drug and alcohol abuse prevention program available to all students and employees at UCI and the UCI Medical Center, pursuant to the requirements within the Drug-Free Schools and Communities Act of 1989.

The Health Education Center Staff, including Peer Educators, are available to create and present programs and facilitate activities to meet your health education needs. Programs can be presented in an individual, group, workshop or training format.

The UCI Health Education Center provides various training and program options to its community around the topic of alcohol.

Alcohol Awareness Class
The Health Education Center hosts a 90 minute class that provides students with information about alcohol, safe practices, and other valuable knowledge relating to alcohol awareness.

BASICS (Brief Alcohol Screening and Intervention for College Students)

BASICS is a two-session alcohol assessment and education program offered for free to all UCI students who want to explore their alcohol use.

Alcoholics Anonymous Meetings
These are open meetings for students, staff and faculty, and other community members.

UCI Alcohol and Other Drug Task Force
The UCI Alcohol and Other Drug ("AOD") Task Force meets once a quarter to discuss the issue of Alcohol and other drugs on the UCI campus.

Alcohol & Other Drugs Education Programs
The UCI Health Education Center promotes safe practices, responsibility and awareness around alcohol consumption and other drugs. A professional health educator is available to provide presentations on the following topics:

- Alcohol
- Blood Alcohol Content Classes, Referrals & Meetings Awareness Class
- BASICS
- AA Meetings
- Drugs Marijuana
- MDMA (Ecstasy) Drug Resources
- UCI Alcohol Task Force Safe Onto Sober
- Safe Practices
- Assess Your Use (eChug)
- Alcohol Resources
- Methamphetamine Ritalin/Adderall
- Assess Your Use (eToke)

In addition to alcohol and other drugs, the UCI Health Education Center has developed programs on the following topics:

- General Health
- Body Image and Eating Disorders
- Emotional Wellness
- Nutrition and Physical Activity
- Sexual Health
- Stress and Time Management

To request a workshop, please complete the Healthy-Tune Up Request Form at:
http://www.healtheducation.uci.edu/workshops/documents/HTUrequestform13-14.pdf

When requesting a workshop, the UCI Health Education Center asks that you:
- Make the request at least two weeks before the workshop date;
- Get a minimum of 12 participants to attend;
- Communicate any changes in needs, logistics, or preferences for the workshop with us;
- Meet the facilitator(s) at the location at least 15 minutes prior to the program.

For more information, contact the Center for Student Wellness and Health Promotion at (949) UCI-WELL (949-824-9355)

UCI Police Department Available Brochures, Pamphlets and Handouts
The following brochures, pamphlets and handouts are available in the UCI Police Department main lobby Monday through Friday, 8:00 a.m. to 5:00 p.m. or online at www.police.uci.edu/campus-safety/safety-brochures/index.html.

Active Shooter	Identity Theft
Alcohol Safety	Marsy's Law
Automobile Safety and Accidental Checklist	Partying Rules and Guidelines
Bicycle Safety	Personal Safety Tips
Blue Light Phones	Residence Hall, Apartment, and Home Security
Conflict Management	Safeguarding Personal Property
Community Service Officer ("CSO") Program	See Something, Say Something
Earthquake Preparedness for Faculty and Staff	Sexual Assault Information
Earthquake Preparedness for Students	Stalking, Dating Violence & Domestic Violence
Emergency Preparedness for Faculty and Staff	Suicide Prevention
Emergency Preparedness for Students	Victim's Resource Guide
Freedom of Expression	
Hate Crimes	

5.2   *Campus Residents*

UCI and UCI Medical Center campus community members are reminded that crime can happen anywhere, at any time, to anyone and that the UCI and UCI Medical Center campuses are not crime free zones. Students, staff and faculty must take their own personal safety very seriously. Since the UCI campus is open 24 hours each day, and visitation to campus housing facilities is mostly unrestricted, campus residents are advised to:

- Keep room and apartment doors locked at all times;
- Ask strangers to wait in the common areas and restrict access to private areas;
- Keep valuables out of plain sight;
- Not leave personal property in common areas;
- Report suspicious activity immediately to the UCI Police Department at (949) 824-5223.

5.3   *Safety Escort Program*

The UCI Police Department Community Service Officer ("CSO") Safety Escort Program is a free service to members of the UCI community. Safety escorts are also available at the UCI Medical Center provided by the UC Irvine Health Security & Parking Services Department. The objective of these programs is to provide a safe alternative to walking alone at night. Safety escorts will offer immediate (or as soon as possible) or pre-arranged safety escorts. Safety escort staff are trained in radio communications, dispatch, and general patrol procedures. They are equipped with radios that allow them to keep in constant contact with the UCI Police Department Dispatch Center, which may be contacted 24 hours a day, 7 days a week. Safety Escorts on the UCI campus may be requested for free by dialing (949) 824-5223 and on the UC Irvine Medical Center campus (714) 456-5493. Safety escort staff at the UCI campus can be identified by their blue jacket bearing "UCI Safety Escorts" in reflective lettering, a UCI Police Department CSO identification badge, a radio, and a flashlight. Safety escort staff at the UCI Medical Center can be identified by their white UC Irvine Health Security & Parking Services Department Security Officer uniform, badge, and identification. If identification is not visible when the safety escort arrives, please feel free to request that the safety escort staff present their official identification to you prior to beginning the safety escort service.

CSO safety escorts on the UCI campus handle safety escort calls between the hours of 6:00 p.m. and 1:00 a.m., 7 days a week during the school year and between the hours of 8:00 p.m. and 1:00 a.m., 7 days a week during the summer. After hours safety escorts are provided by UCI Police Department Police Officers. Safety escorts are provided to the entire UCI campus community, including University Hills and American Campus Community ("ACC") student housing facilities, and will extend to the residential complexes located in the University Town Center, if needed. More information regarding UCI safety escorts can be located on the UCI Police Department webpage at: http://www.police.uci.edu/cso/safety-escorts/index.html

Security officer safety escorts are available at the UCI Medical Center from dusk until dawn or at any time if part of a threat management strategy under the Workplace Violence Prevention Program and supported by the WPV Consultation Team. Safety escorts are provided to parking lots and parking structures both on and off the property of the UCI Medical Center (located at 101 The City Drive, Orange, California). These safety escorts may be arranged by calling (714) 456-5493. Safety escort staff at the UCI Medical Center can be identified by their black security officer uniform, badge, and identification. If identification is not visible when the safety escort arrives, please feel free to request that the safety escort staff present their official identification to you prior to beginning the safety escort service.

If you have any questions about this service, or would like to request brochures or additional information, please contact the UCI Police Department at (949) 824-5223.

6.0 **Emergency Management**

6.1   *Emergency Management Response and Evacuation Procedures*

UCI Campus

UCI Police Department's website (www.police.uci.edu) contains information related to campus safety and emergency response. University departments are responsible for developing departmental emergency plans, policies, procedures, contingency plans, and continuity of operations plans for their staff and areas of responsibility. UCI conducts emergency response exercises each year, such as table top exercises, field exercises, and quarterly tests of the emergency notification systems on the UCI campus. These tests are designed to access and evaluate department emergency plans and capabilities of the institution, and educate the campus community on the systems they may encounter.

UCI emergency response personnel have received training in the principles of the Incident Command System and responding to critical incidents   on the UCI campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually UCI Police Department, Orange County Fire Authority ("OCFA"), Irvine Police Department ("IPD") and general services at UCI (i.e. Facilities Management, Environmental Health & Safety ("EH&S")), Transportation and Distribution Services, and Emergency Management). These entities work together to manage the incident. Depending on the nature of the incident, affected UCI departments and other local or federal agencies may also be involved through the provision of mutual aid. General information about the emergency response and evacuation procedures for UCI is publicized each year to the UCI community as part of the institution's Clery Act compliance efforts, and that information is available on the UCI Police Department website or in hard copy.

UCI Campus Evacuation Guidelines

An evacuation is defined as the emptying of an occupied area and the transference of its occupants to a safe location. Should it become necessary to evacuate a building, an area, or the entire campus, the campus has procedures in place. All members of the campus community should familiarize themselves with the red Emergency Procedures flip charts posted prominently throughout the campus. The flip charts provide general guidance regarding response actions for many emergency situations including but not limited to evacuations. In addition, floor plans with emergency procedures and evacuation routes are posted in accordance with Title 19 of the California Code of Regulations near stairway and elevator landings, and inside public entrances to the buildings. The following information is a distillation of these procedures. Please also refer to campus recommendations on the evacuation of persons with disabilities, access and functional needs.

CAMPUS WIDE EVACUATIONS:

In a major emergency, the decision to implement evacuation procedures generally rests with the members of the Chancellor's Executive Policy Group. In situations requiring immediate action, public safety responders (Police and Fire) can also order an evacuation. When evaluating possible evacuation options, consideration will be given to the specific threat that exists (i.e. bomb, fire, storm, earthquake, explosion, hazardous materials incident, etc.), its context (time of day, likelihood, etc.), and the recommendation of public safety officials. In a major earthquake, individuals should "drop, cover, and hold": take cover until the shaking stops, and then assess their surroundings for damage and injuries. If safe, remain in place. If unsafe, evacuate to their building's predesignated assembly area and wait for information from campus emergency services personnel.

The procedures for a campus-wide evacuation will vary depending on the nature of the event. The UCI Police Department and Transportation and Distribution Services will take the lead in coordinating and conducting the evacuation. In all cases when the decision has been made to evacuate, the campus will likely be evacuated in stages, beginning with the areas that are in the immediate vicinity of the threat. Other areas may then be evacuated, depending on the nature of the threat. This graduated evacuation is preferable to a total, immediate evacuation as it triages the populations most in danger, minimizes the likelihood of gridlock and congestion, and provides for ingress of emergency vehicles and personnel. In all cases, evacuees would be directed away from the vicinity of the threat.

BUILDING EVACUATIONS:

These emergencies may include a building fire or fire drill, localized hazardous materials spill, or bomb threat. In a building-specific incident, follow these evacuation guidelines: When a fire alarm sounds, everyone must evacuate in accordance with California state regulations. In the event of a bomb threat, the UCI Police Department has authority to assess the credibility of the threat and determine whether to evacuate the site. For incidents involving hazardous materials, established department protocols for notification and response should be followed.

Zone Crew Members will ensure that all building occupants (including all students or visitors) proceed to the predesignated assembly area for their particular building. The **Floor Wardens** and other designated Zone Crew members will serve as liaisons with the **Building Coordinators** to assure that the building is appropriately secured and that all personnel are safely evacuated.

EVACUATION OF PERSONS WITH DISABILITIES, ACCESS, OR FUNCTIONAL NEEDS:

Persons with disabilities, access, or functional needs at UCI and UCI Medical Center are urged to self-identify and work with their supervisor, colleagues, classmates, and Zone Crew members to determine evacuation routes and methods, areas of safe refuge, and other emergency planning needs before an emergency occurs.

Persons with disabilities which may prevent or impair a timely and safe evacuation from a building via a designated fire exit stairwell may be evacuated utilizing a specially designed evacuation chair with the assistance of one or two trained "buddies." If no evacuation chair is available, or trained evacuation chair buddies are not available, the disabled person is to be moved to a fire exit stairwell and the Building Coordinator Zone Captain is to be notified of the individual's name and location so that responding fire or police may evacuate the disabled individual. Departments at UCI needing to purchase evacuation chairs for self-identified persons with disabilities, access, and functional needs should contact the UCI Emergency Services Manager at (949) 824-7147 for information on the recommended equipment and training. Departments at UCI Medical Center should contact the Director of Environmental Health & Safety at (714) 456-6738 for information on the recommended equipment and training.

UCI Emergency Management Plan: http://police.uci.edu/em/EmergencyManagementPlan.pdf (policy and procedure)

Emergency Management Related Resources:
- Emergency Management Blog: http://sites.uci.edu/emergencymanagement/
- Top 10 Tips for Earthquake Safety: http://www.police.uci.edu/em/EarthquakeSafetyTop10.pdf
- Campus Evacuation Zones: http://www.ehs.uci.edu/em/zonemap.html
- Campus Search and Rescue Program (C-SAR): https://portal.uci.edu/uPortal/f/welcome/p/webproxy-cms-file-view.u20l1n201/max/render.uP?pP_cmsUri=public%2FEnvironmentalHealthSafety%2FGeneralSafety%2FinfoPageCSAR.xml
- Disaster Supplies and Kits: http://www.police.uci.edu/em/NexisUCFlyerDA.pdf
- Emergency Planning: http://www.police.uci.edu/em/emergency-procedures/emergency-preparedness.html
- Sign-Up for zotALERT Emergency Messaging: http://www.oit.uci.edu/zotalert/

- ZotPortal Resource Page:
  https://login.uci.edu/ucinetid/webauth?return_url=https://portal.uci.edu/uPortal/Login%3FrefUrl%3D%2FuPortal%2Fp%2F webproxy-cms-file view.ctf1%2Fmax%2Frender.uP%253FpP_cmsUri%253Dpublic%25252FMainMenuEmergencyManagement.xml
- UCI Emergency Procedures Flip Chart (PDF): http://www.police.uci.edu/em/UCI_EmerProc.pdf
- UCI Emergency Procedures Flip Chart (HTML): http://www.police.uci.edu/em/emergency-procedures/index.html
- Zone Crew: http://www.police.uci.edu/em/ZoneCrew.html

For more information, please contact the UCI campus Emergency Services Manager at (949) 824-7147.

UC Irvine Health

EMERGENCY MANAGEMENT RESPONSE:

The Hospital's safety website contains links for Hospital safety and emergency response procedures. Hospital departments are responsible for developing departmental emergency plans, policies, procedures, contingency plans, and continuity of operations plans for their staff and areas of responsibility. The Hospital tests the emergency operations plan (EOP) at least twice a year, and during disaster training events such as table top exercises and county wide drills. These EOP activations are designed to evaluate the hospitals response to an event as well as any exercised department emergency plans, policies, procedures and/or other capabilities of the institution, and educate the organization on the systems they may encounter during an emergency response.

UC Irvine Health has designated leaders who are trained in the principles of the Hospital Incident Command System (HICS) to manage emergency response efforts. When a serious incident occurs on-site that may cause a disruption to hospital services, the first responders to the scene are usually UC Irvine Health Security & Parking Services Department, UCI Police Department, and Facilities Services. These entities work together to manage the incident until the situation is resolved or until backup staff arrives to assist. Depending on the nature of the incident, affected UCI Health departments and other local or federal agencies may also be involved through the provision of mutual aid. General information about the emergency response and evacuation procedures for UCI Health is publicized each year as part of the institution's Clery Act compliance efforts, and that information is available on the UCI Police Department website or in hard copy.

UCI Medical Center Evacuation Guidelines
When a building or an area within a building has been rendered unsafe for occupancy or patient care, the appropriate response is evacuation.

Definitions:

Evacuation	The removal of patients, staff or visitors from a specific location or an entire building.

Stages of Evacuation:

Rescue	The immediate removal of a person from the site of danger or risk.
Partial Evacuation	To move from one location to another within the same building including:
Lateral Evacuation	Immediate response where distance and physical separation is essential; movement occurs horizontally, on the same floor. If fire and smoke continue to propagate, lateral evacuation to another smoke compartment is essential to remove patients and staff from the danger of smoke.
Vertical Evacuation	When lateral evacuation is not appropriate, movement occurs vertically to other floors(s).
Building (Full) Evacuation	When vertical evacuation is not appropriate; to move outside the affected building.

Evacuation Categories (as defined by the Orange County EMS)
1. **Ambulatory Patient** – A treated patient who is able to ambulate (walk) and capable of sitting up for extended periods of time; does not require intensive nursing care.
2. **Non-Ambulatory Patient** – A treated patient who is not able to ambulate (walk) and requires the use of a hospital bed; is incapable of sitting up for extended periods of time; however, does not require intensive nursing care.
3. **Critical Care Patient** – A treated patient who is seriously ill, incapable of ambulating (walking) and requiring intensive nursing care; possibly including sophisticated monitoring equipment.

Holding Areas are designated locations outside of the affected area where patients are evacuated to.

In the event that rescue requires partial evacuation, the individual staff members onsite must assess the situation and make the decision that evacuation is necessary to avoid risk to life.

When the danger is not immediate and various options exist, notify the AOC/House Supervisor who may activate a CODE TRIAGE - INTERNAL to provide a coordinated response.

Emergency Management Related Resources:
- UC Irvine Health Environmental Health & Safety Site:
  https://intranet.ha.uci.edu/sites/Safety/SharePoint%20Pages/Safety.aspx

- UC Irvine Health Emergency Procedures:
  https://intranet.ha.uci.edu/sites/Safety/SharePoint%20Pages/Emergency%20Procedures.aspx

Evacuation
The only individuals authorized to approve an evacuation of a hospital department are the Incident Commander, senior administrative officer, or the ranking fire department official.

Evacuations should be done horizontally first to the next smoke compartment unless otherwise directed. Horizontal evacuation occurs only if fire and smoke continue to spread. Patients located nearest to the hazard should be evacuated first and expand out from there.

Non-Patient Care / Non-Treatment Areas:
All staff not involved in the fire control/containment shall evacuate the area.

Patient Care / Treatment Areas:
Department leader shall designate personal for:
1. Ambulatory/non-ambulatory patient evacuation
2. Census of patient evacuation status
3. Removal of patient records

Ambulatory patients Shall be assembled and evacuated by one staff member who shall remain with them and be prepared to account for them throughout the event.

Non-Ambulatory Patients Shall be reassured and will be prepared for possible evacuation by remaining staff. Evacuation equipment is available for non-ambulatory patient movement.

6.2 *Emergency Procedures*

UCI Campus Procedures

Evacuation
EVACUATE when:
- A fire and/or life safety emergency occurs;
- The fire alarm activates (audible and/or visual);
- Notified to do so by emergency response personnel or Zone Crew members;
- Be aware of all exits from your area and building. Know the routes from your work area.
- When the fire alarm activates or you are told to leave, WALK quickly to the nearest marked exit and ask others to do the same. DO NOT RUN;
- DO NOT USE ELEVATORS unless directed to do so;
- ASSIST persons with disabilities, access or functional needs if you are willing and able;
- Notify emergency personnel if you suspect someone may be trapped in the building;
- Follow instructions given by Zone Crew members in red, yellow, or green vests or emergency personnel;
- Once outside, move to your designated assembly area. Keep streets and walkways clear for emergency vehicles and personnel;
- DO NOT return to an evacuated building until an all-clear message is given and you are directed to do so.

Violence or Crime in Progress

1. DO NOT TAKE UNNECESSARY CHANCES

   Do not interfere with:
   - Persons committing the crime/creating the disturbance
   - Law enforcement authorities on the scene

2. If you are the victim of, are involved in, or witness any on-campus violation of the law such as an assault, robbery, theft, stalking, etc. that is in progress:

   Call the UCI Police Department Emergency by dialing 9-1-1 or use a campus blue-light emergency phone IMMEDIATELY and provide the UCI Police Department Dispatcher with the following information:
   a) Nature of incident;
   b) Location of incident;
   c) Description of person(s) involved;
   d) Location of person(s) involved;
   e) If the person(s) left the scene, their direction of travel;
   f) What time the incident occurred;
   g) Your name, location, department, and extension number.

3. **Get a good description of the suspect** if personal safety allows. Note his/her height, weight, sex, race, approximate age,

clothing, method and direction of travel, and name if known. This provides vital information to responding police officers. Should a suspect attempt to or get away in a vehicle, bicycle, etc., note the make and model, license plate number (if possible), color, outstanding characteristics (e.g. bumper stickers, dents, scratches, broken windows), etc.

4. **Remain where you are** until a police officer arrives.

Active Shooter

Active Shooter incidents, where a suspect has started shooting, are highly unpredictable and volatile. They are also very rare. Here's a list of actions that are recommended. Remember, use common sense and follow the instructions of emergency personnel.

RUN
- Have an escape route and plan in mind.
- Evacuate regardless of whether others agree to follow.
- Leave your belongings behind.
- Help others escape if possible.
- Prevent individuals from entering an area where the active shooter may be.
- Follow the instructions of police officers.
- Do not attempt to move wounded people.

HIDE
- Remain out of the active shooter's view.
- Your hideout should provide protection if shots are fired in your direction (i.e. an office with a closed and locked door).
- Blockade the door with heave furniture, turn off the lights, close blinds, and silence cell phones.
- Your location shouldn't trap you or restrict your options for movement.
- Remain quiet and do not answer the door until emergency personnel arrive.

FIGHT
- As a last resort, and only when your life is in imminent danger, you may choose to attempt to take the active shooter down:
  - Act aggressively against him/her.
  - Throw items and improvise weapons.
  - Yell and fight.
  - Commit to your actions and follow through.

Secure-In-Place – Police Activity

A Secure-In-Place notification may be issued when the UCI Police Department determines that there is a potential threat to the campus. When notified to Secure-In-Place, initiate action immediately. Take ALL zotALERTS seriously. You will be safest by placing a locked door or other barricade between you and the associated violence or danger.

How do I Secure-In-Place?
- REMAIN CALM!
- Find an interior room and lock or barricade the doors.
- If there are other employees, students/visitors with you or in the vicinity, tell them to go to the closets office/classroom/lab/residence hall.
- To minimize vulnerability, turn off lights, silence phones, and draw blinds.
- Move away from doors and windows.
- Move/use furniture to provide added protection.
- Follow instructions from Police, Fire, Zone Crew team members, and other first responders.
- DO NOT leave until an all-clear message is received.

What if I am outside?
- If you are outside during a Secure-In-Place emergency, you should seek shelter in a nearby building.
- If you are unable to get inside a building, seek nearby shelter, e.g. large trees, walls, cars in a parking lot/garage, away from the danger area (if known).
- Follow instructions from Police, Fire, Zone Crew team members, and other first responders.
- Stay sheltered until an all-clear message is received.

What if I am in a classroom or lecture hall?
- Notify class of "Secure-In-Place" order (students: if your professor or TA does not see the alert, notify them).
- Lock or barricade the doors.
- Turn off lights, silence phones, and draw blinds.
- Move away from doors and windows.

- Move/use furniture to provide added protection.
- Follow instructions from Police, Fire, Zone Crew team members, and other first responders.
- DO NOT leave until an all-clear message is received.

Utility Failure

MAJOR UTILITY FAILURE
1. NOTIFY A SUPERVISOR. Supervisor will contact:
   Facilities Management Service Desk, (949) 824-5444. This number is in operation 24 hours a day, 7 days a week.
2. IF A SUPERVISOR IS UNAVAILABLE, call (949) 824-5444 and give a brief, clear description of the problem.
3. **If you are responsible for an area with a critical back-up generator** and it does not begin to operate, contact (949) 824-5444.
4. REMAIN CALM.
5. FOLLOW DIRECTIONS OF EMERGENCY PERSONNEL.
6. **If evacuation is directed by emergency personnel**, follow their direction and provide assistance to others in accordance with your training.
7. Department heads may call Facilities Management at (949) 824-5444 for information regarding scope and expected length of outages.

UTILITY PROBLEMS
Call Facilities Management Service Desk, (949) 824-5444.
General Action Guide:
a) Gas Leaks: Vacate area.
b) Ventilation: If smoke or strong burning odors occur, evacuate immediately.
c) Elevator Failure: Push button on elevator intercom. Describe the problem. Remain calm until help arrives.
d) Plumbing/Flooding: If personal safety allows, shut off electrical equipment and evacuate area.
e) Electrical Failure: Call (949) 824-5444.

DO NOT RE-ENTER AREA/BUILDING UNLESS TOLD IT IS SAFE.

Persons in Distress

PERSONS WHO ARE DISRUPTIVE
If a person displays conduct that is reckless, disorderly, dangerous, threatening, including self-harmful behavior, and you are concerned for your safety or the safety of others, please dial 9-1-1.

- If the person is a UCI student, report the incident to the Office of Student Conduct.
- If the person is a UCI employee, report the incident to Human Resources.

PERSONS WHO ARE DISTRESSED
A person who is distressed displays persistent behaviors, such as: unduly anxious, sad, irritable, withdrawn, confused, lacks motivation and/or concentration, seeks constant attention, demonstrates bizarre or erratic behavior, or expresses suicidal thoughts.
- If the person is a UCI student, please contact the Counseling Center, Student Health Center, Campus Assault Resources and Education (CARE), or the UCI Police Department for help.
- If the person is a UCI employee, please contact Human Resources, Guidance Resources Employee Assistance Program, or the UCI Police Department for help.

For consultation regarding any of the above information, please contact the UCI Consultation Team through the Office of the Clinical Social Worker.

IMPORTANT PHONE NUMBERS:

Assistant Vice Chancellor – Wellness Health & Counseling Services	(949) 824-4642
Campus Assault Resources & Education (CARE)	(949) 824-7273
Guidance Resources Employee Assistance Program	(844) 824-3273
Clinical Social Worker	(949) 824-1418
Counseling Center	(949) 824-6457
Human Resources	(949) 824-5210
Office of Student Conduct	(949) 824-5590
Student Health Center	(949) 824-5301
UCI Police Department	(949) 824-5223

Suspicious Package

Suspicious Package/Mail
If you receive or discover a suspicious package, letter, or object under no circumstances should you touch it, tamper with it, or move it. Report it immediately to UCI Police Department Emergency by dialing 9-1-1.

Characteristics of suspicious letters and packages:

- Origin - Postmark doesn't match the city of the return address, name of sender is unusual or unknown, or no return address is given.
- Postage - Excessive or inadequate postage.
- Balance - The letter is lopsided or an unusually thick weight - the letter or package seems heavy for its size.
- Contents - Stiffness or springiness of contents; protruding wires or components; oily outer wrapping or envelope; feels like it contains powdery substance.
- Smell - Particularly almond or other suspicious odors.
- Writing - Handwriting of sender is not familiar or indicates a foreign style not normally received by recipient, or cut-and-paste or rub-on-block letters are used. Common words, names, or titles are misspelled or special instructions like "fragile," "confidential," or "do not delay" are present.

If the letter or package is a mail bomb, the letter or package may also have:
- Protruding wires, strange odors, or stains.
- An unusual amount of tape.
- Buzzing, ticking, or a sloshing sound.
- Irregular shape, soft spots, or bulges.
- Excessive weight for its size.
- Letter bombs may feel rigid or appear uneven or lopsided

Hazardous Materials Incident

PERSONNEL EXPOSURES/CONTAMINATION
1. Remove exposed/contaminated individual(s) from the area, unless it is unsafe due to medical condition of victim(s), or potential hazards to rescuer(s).
2. Notify: For medical attention – Police dial 9-1-1
   a. During normal working hours – Environmental Health & Safety (EH&S) (949) 824-6200
   b. After hours – Police dial 9-1-1
3. Use nearest emergency eyewash/shower to flush contamination from eyes/skin.
4. Remove any contaminated clothing and place in a bag.
5. Administer First Aid as appropriate.
6. Stand by to provide information or assistance including the Material Safety Data Sheet (MSDS) to emergency response personnel in cases where they are dispatched.

SPILL/CONTAMINATION OF EQUIPMENT/FACILITIES
STOP THE SPILL – WARN OTHERS – ISOLATE THE AREA – MINIMIZE EXPOSURE
1. Avoid spreading contamination by restricting access to the equipment/area only to individuals who are properly protected and trained to deal with the type of hazard which exists (e.g., radioactive, corrosive, flammable, biological).
2. Notify: During normal working hours - EH&S (949) 824-6200
   a. After hours – Police dial 9-1-1
3. Evacuate all persons from the immediate area of the spill to a nearby location where they can be checked for contamination if deemed appropriate or directed by EH&S.
4. Do not attempt any clean up or decontamination procedures alone or without proper personal protective equipment (PPE). Persons performing decontamination of radioactive material need to have radiation monitoring equipment appropriate for the radiation emitted by the radionuclide involved in the spill.
5. Attempt spill clean-up if you feel it is safe, you are familiar with the properties of the spilled material, and are trained to handle spills.
6. If it is a liquid spill, attempt to contain it by using the appropriate absorbent material.
7. Decontaminate the equipment/area using appropriate methods under EH&S direction.
8. Dispose of waste material. Complete the appropriate Hazardous Waste Pick-up form on-line to request pick-up by EH&S. Temporarily store the bag of waste in the fume hood if material is volatile.
9. Stand by to provide information/assistance to emergency response personnel in cases where they are dispatched.

RELEASE TO THE ENVIRONMENT (AIR, WATER, SOIL)
1. Stop the release, if safe to do so.
2. Follow procedures described above for contamination of equipment/facilities.

Shelter-In-Place – Hazardous Materials

Shelter-In-Place simply means seeking immediate shelter inside a building. This action may be taken during a release of toxic chemicals, biological or radioactive materials to the outside air or other emergency. If the outside air quality is threatened or compromised, sheltering in place keeps you inside an area offering more protection. Although rarely called for, Shelter-In-Place events usually last only a few hours. Emergency supply kits of food, water, and other items can be used during Shelter-In-Place events.

Immediate Shelter-In-Place:
- When the release is nearby and the need to seek shelter is immediate.
- Stay inside a building.
- If outside, enter nearest building.
- Remain in place until advised by emergency personnel that it is safe to leave.

Delayed Shelter-In-Place:
- When a release occurs off campus and there is time (30 minutes or more) to move people to large, enclosed areas.
- See list of delayed Shelter-In-Place locations at http://www.police.uci.edu/emerg.html, Shelter-In-Place Annex.
- Follow directions of emergency personnel to move quickly to a delayed Shelter-In-Place location.
- Remain in place until advised by emergency personnel that it is safe to leave.

Information Sources include, but are not limited to:
- Designated Zone Crew members will receive phone notifications.
- Zot Mail and zotALERT text messages will be sent campus wide.

Additional Procedures:
- Move to floors above ground level. Shelter-In-Place in an interior room without windows or with the least number of windows.
- Shut and lock all windows. Shut exterior and interior doors. Limit use of telephones to emergency calls only.
- If in a laboratory, reduce all operations to a safe condition as quickly as possible. Follow instructions of Lab Manager or Principle Investigator.
- Do not use elevators. Movement of elevators pumps significant amounts of air in and out of the building.
- Many buildings' ventilation systems are remotely controlled by Facilities Management. If necessary, locally turn off heat, fans, air conditioning, or ventilation systems. Close vents as you are able.
- Follow instructions of Zone Crew members.
- Make yourself comfortable. Look after one another.

All Clear:
- Zone Crew members, beginning with Zone Captains, will be advised of the all clear.
- Open doors and windows.
- Return ventilation system to normal operations.

Evacuation of Persons with Disabilities, Access or Functional Needs

EVACUATION OF PERSONS WITH DISABILITIES, ACCESS OR FUNCTIONAL NEEDS:
1. Persons with disabilities, access or functional needs are urged to self-identify and work with their supervisor, colleagues, classmates and Zone Crew members to determine evacuation routes and methods, areas of safe refuge, and other emergency planning needs before an emergency occurs.
2. In many cases, evacuation from the building may not be necessary or advisable. Evacuate when the fire alarms are activated, directed by emergency personnel, or danger is imminent.
3. Proceed to the nearest safe exit. Implement your individual emergency plan. Request assistance from others in the area if exit is difficult or obstructed.
4. If unable to evacuate the building:
    - Take safe refuge in a fire-rated stairwell. Close the door to keep smoke out. OR
    - Evacuate 'horizontally' to a room away from hazards. Close the doors. Signal rescuers by placing a sign in the window. Place wet clothes around and under the door to prevent smoke from entering. Dial 9-1-1 and provide your location and situation to the dispatcher. Follow their directions.
    - If safe to do so, it is preferred that someone stay with the person with the disability.
    - Designate one person to contact on-scene emergency personnel with location, nature of evacuation needs, etc.

ASSISTING PERSONS WITH DISABILITIES, ACCESS OR FUNCTIONAL NEEDS DURING EVACUATION:
Persons with mobility limitations:
- Listen to the individual; he/she is the expert regarding his/her own disability. Always ask the individual how you can help before attempting any rescue technique or giving assistance.
- Wheelchairs have many movable or weak parts that were not constructed to withstand the stress of lifting. Ask the individual for the safest method for lifting/carrying them.

Persons with visual disabilities:
- Tell the person the nature of the emergency, how and where to exit.
- Offer to guide him or her by having them take hold of your elbow.
- As you walk, say where you are and advise of any obstacles.
- Persons with hearing loss and/or speech impairments:
    - Turn the light switch on and off, tap the individual on the shoulder or make eye contact to get the individual's attention.
    - For those who read lips, clearly state the problem. Use gestures and pointing as visual instructions.
    - Write concise notes. Example: "FIRE! Go to_____exit now."

Blood Exposure and Medical Emergency

An exposure is defined as contact with blood or other potentially infectious materials to the eyes, nose, mouth and other mucous membranes, or non-intact skin.

If you are exposed:
- Immediately wash exposed area with soap and water for 15 minutes, or flush eyes with water for 15 minutes at the nearest eye wash station.
- Notify your supervisor.
- Seek medical attention at one of the locations listed below and notify EH&S of your exposure at (949) 824-6200.

Medical Emergency
DIAL 9-1-1 if the condition is LIFE THREATENING or REQUIRES IMMEDIATE MEDICAL ATTENTION BEYOND FIRST AID

For Infectious Agent Exposure call (714) 456-7890 request the Infectious Disease Fellow On-Call   If poisoning is suspected, contact the Poison Control Center at (800) 222-1222

This information is updated periodically. Call UCI Worker's Compensation Desk at (949) 824-9152 for the most current information. Notify your supervisor if condition is not life threatening and seek medical attention as follows:

Students (non-UCI employees)
Campus: Go to the Student Health Center (East Peltason & Pereira) or call (949) 824-5304 or (949) 824-5301. Hours: 8:00 a.m. - 5:00 p.m., Monday – Friday.

After hours: Go to the nearest urgent care center or emergency room. Contact Student Health Center for follow-up care as soon as possible.

For further information, contact the UCI Student Health Center Health Insurance Program (GSHIP) or (USHIP) (949) 824-5301 or see the GSHIP or USHIP web site available at the Student Health Services website http://www.shs.uci.edu/

Students with private health insurance instead of GSHIP or USHIP will be charged for services rendered at the Student Health Center and provided a receipt to obtain reimbursement.

ALL WORK RELATED INJURIES MUST BE REPORTED via the On-line Incident Form available at the Human Resources website at www.hr.uci.edu from the Workers Compensation link, by phone at (949) 824-9152 or by email at wcdm@uci.edu.

Employees, all student-employees, and volunteers with work-related injuries:
Employees and supervisors must contact UCI Worker's Compensation Desk at (949) 824-9152 during regular working hours to obtain medical authorization within 24 hours of any injury. In the event that a Supervisor or Department Administrator is not available, go directly to a clinic listed below.
- Newport Urgent Care, (949) 752-6300. 1000 Bristol Street North, Suite 1-B, Newport Beach (Bristol & Jamboree) Hours: 8:00 a.m. - 9:00 p.m., Monday - Friday; 8:00 a.m. - 8:00 p.m., Saturday – Sunday; call for after-hours physician.
- Occupational Health Clinic, located at the UCI Medical Center, (714) 456-8300.
- ProCare Work Injury Center, Irvine location (949) 752-1111.
- Kaiser Occupational Health Center, Irvine location (949) 932-5899, Santa Ana location (714) 830-6660.
- UCI Medical Center: (714) 456-6011. 101 City Drive South, Orange. Hours: 24hrs/7days.
- Occupational Services, Long Beach Memorial Hospital location (562) 933-0085.

If you are unable to seek medical attention at one of these clinics, please contact the Workers' Compensation Unit at (949) 824-9152 for a clinic referral.

If you have any questions, please contact an expert in the Workers' Compensation & Disability Management Unit at (949) 824-9152, Fax (949) 824-9299 or email wcdm@uci.edu.

Notice: University policies, procedures and applicable collective bargaining agreements supersedes information in this document or elsewhere.

Bomb Threats

Bomb threats usually come on the telephone and generally are made by individuals who want to create an atmosphere of general anxiety or panic. All bomb threats should be assumed to pose a legitimate danger to the UCI campus population.

By Telephone:

1. Take the caller seriously, but remain calm.

2. Ask a lot of questions. Use the checklist below as a guide.

3. Take notes on everything said and on your observations about background noise, voice characteristics, etc.

4. If possible, get a co-worker to call UCI Police Department by dialing 9-1-1 while you continue talking to the caller.

5. Call UCI Police Emergency 9-1-1 immediately after the call.

6. Notify your supervisor/department head.

7. Campus police will determine if evacuation is necessary. If you do evacuate, take your personal belongings with you and move to an evacuation assembly area. If weather conditions permit, it may be preferable to move to another building.

8. Do not re-enter the area until instructed to do so.

Bomb threat questions to ask:

BOMB THREAT REPORT · Questions to Ask

1. When is the bomb going to explode? _____
2. Where is it right now? _____
3. What does it look like? _____
4. What kind of bomb is it? _____

5. What will cause it to explode? _____
6. Did you place the bomb? _____ Why? _____
7. What is your name? _____
8. What is your address? _____

Exact wording of the threat: _____

Caller's Voice: (Circle all that apply)
- Calm
- Nasal
- Slow
- Raspy
- Loud
- Angry
- Stutter
- Excited
- Rapid
- Deep
- Soft
- Clearing Throat
- Laughter
- Normal
- Slurred
- Distinct
- Deep Breathing
- Crying
- Accent
- Disguised
- Lisp
- Ragged
- Cracked Voice
- Familiar

If voice is. . . . FAMILIAR, who did it sound like? _____
ACCENTED, was it Local, Foreign, Regional? Describe: _____
DISTINCTIVE, in what way? _____

Sex of caller: _____ Age: _____ Length of Call: _____
Number at which call was received: _____ Time: _____ Date: ___/___/___

Background Sounds: (Circle all that apply)
- Street Noises
- Animal Noises
- PA System
- Voices
- Static
- Local
- Factory Machinery
- Long Distance
- House Noises
- Cell Phone
- Music
- Booth
- Motor
- Office Machinery
- Airport Noises
- Bus/Mass Transit Noises
- Other _____

Threat Language: (Circle all that apply)
- Well Spoken (Educated)
- Incoherent
- Taped
- Obscene/Foul
- Message Read by Threat Maker
- Irrational
- Rambling

Fire

When fire or smoke is discovered, RACE to respond.

RESCUE OR **R**EMOVE anyone (including yourself) who is in immediate danger from the fire to the closest safe area. Simultaneously notify other building occupants to evacuate the area. Use the stairs. Do not use elevators.

Activate the ALARM by pulling the nearest fire alarm pull station and dial 9-1-1.

CONFINE OR CONTAIN the fire by closing all doors and windows in and around the fire area to prevent the spread of smoke and fire. Shut off all appliances and other equipment if safe to do so.

EXTINGUISH the fire with a portable fire extinguisher if safe. EVACUATE the area. Use fire extinguishers on small fires only – trash cans or smaller. After extinguishing a fire, back away and watch for re-ignition. Attend fire extinguisher training (sign up via www.uclc.uci.edu, search words: fire extinguisher).

To operate a Portable Fire Extinguisher

- **P**ULL- the pin to release the handle.
- **A**IM - the extinguisher at the base of the flames.
- **S**QUEEZE - the handle to release the extinguishing agent.
- **S**WEEP - back and forth across the base of the flames, and if the fire does not seem to be getting any smaller, LEAVE THE AREA IMMEDIATELY and call for help.

IF YOU CAN'T EVACUATE:

- Move to a safe location with fire-rated walls, doors, and few interior openings.
- Use a phone to dial 9-1-1 for assistance.
- Place wet towels or other materials around or under doors to keep smoke out.
- Display a sign or signal in the window to alert others to your location.
- Heat and smoke rise so stay as low as possible. Breathe shallowly through nose and use clothing as a filter.
- If clothing catches fire: Stop, Drop, and Roll.

Earthquake
During an earthquake:

If inside:
- **Drop** – Drop down on the floor
- **Cover** - Take COVER under a sturdy desk, table, or other furniture. If that is not possible, seek cover against an interior wall and protect your head and neck with your arms. Avoid danger spots near windows, hanging objects, mirrors, or tall furniture.
- **Hold** - If you take cover under a sturdy piece of furniture, HOLD on to it and be prepared to move with it. Hold the position until the ground stops shaking and it is safe to move.
    - Do not run outdoors.
    - Do not use elevators.
    - Follow directions of emergency personnel.

If in a Crowded Stadium, Theater, or Lecture Hall:
- Stay in your seat, protect your head and neck.
- Do not rush for the exits.

Follow directions of emergency personnel.
If in an Elevator:
- If power fails, elevators will stop and lights will go off.
- Be patient. Emergency personnel will rescue you as soon as possible.

If Outside:
- Move to a clear area if safe to do so. Avoid falling hazards.
- Drop, cover, and hold in an open area. Protect your head and neck.
- Follow directions of emergency personnel. If in a Vehicle:
    - Pull over and stop in clear area. Avoid overpasses, power lines, and structural hazards.
    - Stay with your vehicle.

AFTER THE SHAKING STOPS:
If inside a UCI campus building:
- Expect aftershocks over the next hours or days.
- Check yourself and others for injuries. Report any injuries to supervisor or emergency personnel.
- Use your training to provide first aid, use fire extinguishers, clean up spills, etc.
- Assess your surroundings, check for damage and hazardous conditions. Report them to supervisor or emergency personnel.
- Phone systems may be severely impacted. Limit phone use to emergency calls only.
- DO NOT EVACUATE AUTOMATICALLY. Outdoor hazards may be greater than indoor hazards.
- If asked to evacuate to assembly areas, move swiftly. Grab keys, personal items, and emergency supplies only if convenient and safe to do so.
- Follow directions of emergency responders.
- Do not re-enter building until told it is safe. If outdoors on the UCI campus:
    - Stay clear of buildings, trees, or other falling hazard areas.
    - Move to evacuation assembly areas.
    - Follow directions of emergency personnel.

WHEN TO GO HOME:
In the event of a major earthquake, be prepared to stay on the UCI campus. You should not try to get home until emergency personnel say it is safe, the streets are cleared for travel, and most emergency conditions have been stabilized. UCI is prepared to provide emergency care and shelter in partnership with the American Red Cross.

Emergency Preparedness
Are you prepared for an emergency situation? Take these simple steps to improve the preparedness of you, your family and your work colleagues.

GET A KIT
- WATER – one gallon per person per day for at least 3 days for drinking and sanitation
- FOOD – at least a 3 day supply of non-perishable food
- Battery operated RADIO and FLASHLIGHT with extra batteries
- FIRST AID KIT
- WHISTLE to use as a signaling device
- Simple TOOLS such as wrench, pliers, can opener
- Basic SANITATION items like disinfectant wipes, garbage bags, tissues
- Change of CLOTHES including sturdy SHOES

MAKE AN EMERGENCY PLAN
- Have an OUT-OF-TOWN contact for all family members to report in to
- ICE your cell phone – identify who to call in case of an emergency
- Be prepared to LIMIT PHONE USE to essential calls only
- Select a FAMILY MEETING LOCATION in case your house is not safe or accessible

BE INFORMED
- Get to know the Zone Crew members in your area. They are vital members of the comprehensive UCI response and recovery plan
- Know the emergency plan for your department
- Inquire about the emergency plan for family members' work and school
- Go to http://www.ready.gov/ready2015 for more preparedness guidance
- For workplace preparedness, go to http://police.uci.edu/em/faculty-staff/index.html
- Sign up to receive zotALERT text messages at http://www.oit.uci.edu/zotALERT/

Emergencies can come without warning – natural disasters, human caused events, deliberate or accidental. The information included in this guide is intended to cover most emergency situations but is not all-inclusive. No matter what the incident, THINK before you ACT, then act swiftly to minimize your exposure to danger.

UCI Emergency Information Line: 866-IRV-NEWS (866.478.6397). After a large scale emergency, UCI will activate this emergency information line. Information regarding the status of the campus, employees, and students will be available through this number. DO NOT CALL THIS NUMBER TO REPORT AN EMERGENCY.

For area wide emergency information and instructions, tune to the Emergency Alert System:

Local KUCI: www.kuci.org and 88.9 FM
UCI Zot Radio: WQTB 1690 AM
Orange County Radio Station: KWVE 107.9 FM
Los Angeles County Radio Stations: KFI 640 AM, KNX 1070 AM, KFWB 980 AM

Safety of faculty, staff, and students is of primary importance when emergencies occur. Follow the instructions of your supervisor, Zone Crew members, and Emergency Responders. Plans have been made to protect the life and health of all persons on campus and all essential campus functions. Personnel and facilities may be operating on a limited basis. UCI will work to restore normal operations as quickly as possible.

GET INVOLVED:
- To become a Zone Crew member, contact your Zone Captain. See http://www.police.uci.edu/em/ZoneCrew.html for information on the Zone Crew.
- To become a Campus Search and Rescue Team Member (C-SAR), See https://portal.uci.edu/uPortal/f/welcome/p/webproxy-cms-file-view.u20l1n201/max/render.uP?pP_cmsUri=public%2FEnvironmentalHealthSafety%2FGeneralSafety%2FinfoPageCSAR.xml for training sessions and more information.
- For First Aid and CPR training: The ARC offers free or low cost classes conducted by the American Red Cross. Go to http://www.campusrec.uci.edu, Classes and Clinics for details.

CODE SILVER – HOSTAGE/WEAPON/ACTIVE SHOOTER

A Code Silver will summon security or police assistance and should be activated when there is a real or perceived threat of immediate danger including the use of a weapon and/or a hostage situation.

A Code Silver can be activated by:
- Pushing a Panic Device (if available)
- Calling **(714) 456-6123**

Active Shooter Four – A's	☐ **Accept** - It's important to accept the situation you find yourself in as real and actually taking place.
	☐ **Assess** – Begin your personal assessment process. Evaluating the event allows you to take appropriate survival action.
	☐ **Act** – Consider implementation of three basic options - **Avoid**, **Barricade**, or **Fight.** The last option applies ONLY if you find yourself face-to-face with the shooter and with no way to Avoid or Barricade.
	☐ **Alert** – When you get out, immediately alert authorities as to what's going on following the notification protocols described here.
All Staff and Faculty	☐ If a person is found or suspected of having a weapon, dial **9-1-1** (if an emergency and you cannot speak and can only dial the number and set the phone down), call **(714) 456-6123**, or push a panic wall panel/button.
	☐ If someone is being held hostage, see item above.
	☐ If you call, describe your location, number of subjects and hostages, and the type of weapon(s) involved.
	☐ If you use panic device, attempt to immediately follow-up with a call to **(714) 456-6123** to speak to someone about the incident in progress.
Staff in the Affected Area	The following will serve as recommendations for those in the affected area(s).
	☐ Do not panic.
	☐ Do not try to negotiate with the subject or attempt to take the weapon away.
	☐ Do not stay in the area unless your escape could cause harm to yourself or others.
	☐ Do not allow anyone to pass through the affected area.
	☐ Do make mental records of the area, subject and weapons to assist law enforcement as a credible witness.
	☐ Do lock doors to the affected area only if the subject(s) are alone in the area and to keep anyone else from entering.
	☐ Avoid the affected area at all costs.

CODE GREY – DISORDERLY PERSONS

A **Code Gray** will summon security assistance and should be activated when there is a real or perceived threat of immediate danger such as a violent/combative patient, visitor or staff member.

A **Code Gray** can be activated by:
- Pushing a Panic Device (if available).
- Calling **(714) 456-6123**.

- If confronted by a verbally aggressive or violent and threatening subject, staff should initiate a Code Gray by pushing a panic device (activation devices could be wall mounted panels or under the counter buttons) or using a phone to call **(714) 456-6123**.
- If possible move to a safe location to place call for assistance. If a panic panel/button is activated, attempt to call **(714) 456-6123** as well to provide verbal instructions to identify assaultive person, current location, and if a weapon or hostage are involved.
- If panic devices are used, immediately call **(714) 456-6123** to describe the incident.
- If a weapon or hostage is involved, follow procedures outlined in the Code Silver policy.

- Make mental notes or as quickly as possible write out notes to be used to pass on to a supervisor or an Event Report.
- *Do not take unnecessary chances.*

Do not interfere with:
- Persons committing the crime/creating the disturbance.
- Law Enforcement Authorities on the scene.

HAZARDOUS MATERIALS INCIDENT – CODE ORANGE

If the spill contains radioactive material, also see *RADIATION INCIDENT* section.

Small Spill Spill does not pose a threat to human health and the environment and can be mitigated at the time of release by the employees in the immediate release area.

Remove Exposed Individuals	**Eyes** - Immediately flush eyes with water (approximately 15 minutes), and remove any contact lenses immediately. **Skin/Clothing** - Flush contaminated skin with water and remove contaminated clothing. **Medical Attention** - Seek the appropriate medical care from Occupational Health or the Emergency Department.
Isolate	Isolate and remove individuals from the immediate area. • Do not allow spill to enter drains. • Remove all ignition sources.
Notify	The area Supervisor/Manager and contact the Safety Office **(714) 456-6475** if assistance is needed.
Contain / Neutralize Clean Up	**If safe to do so;** 1. Put on the (PPE) Personal Protective Equipment (at minimum, gloves, gown and goggles). 2. If applicable, neutralize the spill (e.g. acetic acid) with a neutralizing agent (sodium bicarbonate/baking soda) to eliminate vapors from the chemical. 3. Use absorbents to contain/clean up the spill. 4. Collect, package, and label spill residue. All absorbed spill material must be collected in double plastic bags or plastic containers with secure lids and disposed of as hazardous waste. 5. Contact Safety Office to coordinate pick up.
Incident Report	Complete and forward the report to Environmental Health & Safety (Rt. 129).

HAZARDOUS MATERIALS INCIDENT – CODE ORANGE (cont.)

Other Incident - Spill may pose a threat to human health and/or the environment.

Notification	Notification Call EH&S at **(714) 456-6475** on days or **(714) 456-6123** on nights and weekends and report the following: **Code Orange** • Type of chemical or substance involved, if known • Quantity of chemical or substance, if known • Any special hazards such as flammability, corrosivity, toxic fumes, etc. • Any special difficulties with the spill • Any injuries to personnel
Evacuate	Evacuate persons from the area if the spill cannot be contained or fumes are spreading.
Remain at a Safe Distance	Remain at a safe distance (and upwind of the area, if applicable).
Identify Yourself	• Identify yourself to responding EH&S personnel as they arrive. • If possible, have the Safety Data Sheet (SDS) available for responding EH&S personnel.
Incident Report	Restrict Area - the incident area should be considered a "Restricted Area" until the area is deemed safe for re-occupancy.

In the event of a major spill, EH&S will make the decision whether to proceed with the clean up under EH&S direction or to call in an outside contractor to clean up the spill.

RADIATION INCIDENT

Rescue and/or Administer First Aid to Injured Personnel	Seek immediate medical attention for major or life threatening injuries.
Call for Assistance	Call Radiation Safety at **(714) 456-5607** on days and the Operator at **(714) 456-6123** on nights and weekends. State that assistance is needed from Radiation Safety.
Contain the Spill	Notify persons in immediate area that a spill has occurred. Cover the spill with absorbent paper, cloth, or other suitable material to confine the spread of contamination. If spill involves therapy activities; • Switch off fans and/or air conditioning. • Evacuate the room (see below). • Close and post a notice on the door.
Evacuation	Evacuate all involved personnel from immediate area of spill to a nearby area or room where they may be surveyed for contamination. **Limit the movement of involved persons to confine the spread of contamination.**
Decontamination	If personnel are known to be contaminated with radioactive material: • Immediately remove all contaminated clothing. • Rinse contaminated skin areas with small amounts of tepid water, then wash with water and mild soap. *Note:* Always work from a clean area inward to the center of the contaminated area.
Note	Additional decontamination of personnel and/or facilities should be performed only by individuals who are properly trained, protected, and have appropriate monitoring equipment for the type of material involved. Refer to the "Management of Radiation Incidents" section of the UC Irvine Medical Center Radiation Safety Manual for further information. The manual may be found on the Radiation Safety Share-Point page.

BOMB THREAT – CODE YELLOW

If you receive a telephone bomb threat:	❑ Do not hang up.
	❑ Remain calm.
	❑ Try to prolong the conversation and get as much information as possible.
	❑ Note what you hear.
	    ○ Are there background noises, such as music, voices, or cars?
	❑ How does the caller's voice sound?
	    ○ Any accent? What sex? What age? Any unusual words or phrases?
	❑ Does the caller seem to know about the facility?
	    ○ How is the bomb location described? Does the caller use a person's name? Does the caller give his/her name?
	❑ When the call is over, contact the Hospital Operators **(714) 456-6123** immediately, stay on the line while resources are being dispatched and be prepared to answer questions.
	❑ Notify your supervisor. Stand by for further instructions.
	
	When Security arrives, they will assess the situation.
	❑ Follow their directions and assist if asked.
	❑ You may be asked to assist in a search because you are familiar with the area.
	❑ When searching, look for objects out of place or suspicious in nature.
	❑ If it is deemed necessary to evacuate, you will be notified by Security or your supervisor. (See Emergency Procedures Flipchart - Code Red Evacuation)
	❑ Evacuate via the primary route for your area, or by the alternate route if so directed.

If you discover a suspicious item:	❑ Call **(714) 456-5493** to request Security assistance. ❑ Leave it untouched and secure area until Security arrives. ❑ Do not use any electronic communications devices. ❑ Security will provide further direction.
All Clear	❑ When it has been determined that there is no threat, and if Security or the Police Department gives instructions, the AOC (Administrator on Call) will notify the Hospital Operator to announce an **"All Clear".** ❑ All departments will then return to normal duties.

HOSPITAL FIRE PLAN – CODE RED

| WHEN FIRE OR SMOKE IS DISCOVERED

R
Remove persons in immediate danger

A
Activate Alarm

C
Confine the fire

E
Extinguish And / Or Evacuate | ❑ Remove persons in immediate danger.
❑ Activate Fire Alarm closest to fire.
❑ On Site Locations – Phone **(714) 456-6123** to notify the Hospital Operator
❑ Off Site Locations – Dial **9-1-1** to notify the Fire Department
  -Specific location of fire
  -What is on fire
❑ Close all doors and windows.
❑ Extinguish with portable fire extinguisher if possible, remember **P A S S**
- **P**ull the pin
- **A**im at the base of the fire
- **S**queeze the handle
- **S**weep in a back and forth motion
❑ Clear corridors of all obstructions in preparation for possible evacuation.
❑ Notify "Senior Staff" to assume command, pass information quickly, and account for all staff, patients and visitors.
❑ Identify yourself and provide responding support staff the following information:
  - Security / Facilities
  - Where / What is on fire / How long fire has been burning
  - Need for assistance with patient evacuation if necessary
  - Need for utility / sprinkler shut off
  - Number & location of patients on Oxygen
❑ Medical Gas shall be shut off only by the person in charge (or designee).
❑ When Facilities arrives, responsibility for fire control / containment is passed to them along with overall command, and then to the responding Fire Department upon their arrival. For any incident that requires fire suppression operations from the fire department and/or the evacuation of patients, the AOC (Administrator on Call / House Supervisor) will activate the Hospital Incident Command System (HICS) as appropriate. |

EARTHQUAKE RESPONSE

During an Earthquake	**S** – Stay in Place **H** – Hold onto or hide under Something Sturdy **A** – Assess Your Environment – Report Injuries / Damage **K** – Keep Calm **E** – Evacuate if Necessary (e.g., you are in danger, building is damaged)
After the Shaking Stops	☐ Be prepared for aftershocks. They can occur at any moment and could be as powerful as the original earthquake. Stay out of damaged buildings. ☐ Move cautiously and observe your surroundings for potentially hazardous situations. ☐ Check for injured people. Do not move seriously injured people unless they are in immediate danger. ☐ Check for fire hazards. ☐ If you think the building has been damaged. Evacuate. After-shocks can level severely damaged buildings. ☐ Do not use the telephone except to report an emergency. If a call is necessary, call **(714) 456-6123** and report the emergency situation to the Operator. Be sure to give your name, building, room number, and telephone extension. ☐ Do not use plumbing or anything electrical (including elevators) until after the utility and electrical lines have been checked. ☐ Open doors carefully, watching for falling objects that may fall. ☐ Do not use matches, lighters, or open flames until it is assured that no gas leaks exist. ☐ Wait for a clearance from Facilities Management before flushing toilets. Sewage lines must be checked to assure they are intact. ☐ Facilities Management will inspect all damage from the earthquake and determine priority of repair work needed. ☐ Immediately clean-up spilled medicines, drugs and other potentially harmful materials. ☐ The Medical Center external disaster plan will be activated if necessary.

GENERAL EMERGENCY PROCEDURES – CODE TRIAGE

Code Triage is the basic emergency response that activates the hospital's emergency operations plan (EOP). The four types of Code Triage announcements are as follows:

ALERT	Informs appropriate staff that an event has occurred, or may occur, that could potentially impact the facility.
INTERNAL	Activation of the organization's Emergency Operations Plan (EOP) to respond to an event that has occurred within the facility. (E.g. Fire, Flood, Utility Outage, Code Pink, Code Silver, etc.).
EXTERNAL	Activation of the organization's Emergency Operations Plan (EOP) to respond to an external event that has disrupted, or may disrupt, the facility's normal operations. (E.g. Earthquake, Mass Casualty Incident, Area Hospital Evacuation, etc.).
SURGE	Activation of the UCI Medical Center's Surge Plan when; • A disaster event that would require a large influx of patients which requires patient triage to occur an alternate location. • A disaster impacts patient care delivery due to unique staffing requirements

A **Code Triage** is to inform hospital personnel that activation of the Hospital's Emergency Operations Plan (EOP) may be occurring. A **Code Triage** provides an appropriate response to all hazards and events that may potentially have a significant impact on the normal operation of the hospital; i.e. natural or manmade disasters, internal utility failures, supply shortages, acts of terrorism, disease outbreak, etc.

UC Irvine Health utilizes the Hospital Incident Command System (HICS) as an organizational tool to respond to all disasters. This guide outlines the appropriate steps staff should follow during **Code Triage** activation. Staff who may be selected for a HICS position during a disaster may find information for their assigned role in their Job Action Sheet in the Emergency Operations Center.

6.3   *Methods of Emergency Communications across the Campus*
When large scale emergencies or urgent crisis situations occur on campus, there is a need to deliver immediate notifications to the campus and establish stable, secure communications within and beyond the campus to gather information, direct emergency responders and inform the campus community and the public. Our goal with emergency communication is to have significant redundancy so we effectively disseminate our desired messages in a timely manner. Listed herein are descriptions of a myriad of communication channels that can be used to facilitate communications. For more information, please visit http://police.uci.edu/em/EmergencyCommPlanWeb2015.pdf.

1. Campus Voice Mail
2. Zot Mail (Campus Email)
3. zotALERT SMS Text Messaging
4. UCI Preparedness Website
5. Messages to Smart Classrooms
6. Hotline 866 IRV-NEWS
7. 800 MHz Radios with Campus Channels
8. 800 MHz Radios with OC Channels
9. Zot Radio AM 1690 and KUCI Radio FM 88.9
10. Marquee Message Boards
11. Department Phone Listings
12. Campus Phone Lines Emergency Mode

The following systems are available to members of the larger community who are interested in receiving notification information regarding emergencies on the UCI campus:

- Zot Radio AM 1690
- KUCI Radio FM 88.9
- Facebook http://facebook.com/UCIrvinePD
- Twitter http://twitter.com/UCIrvinePD
- Nixle http://nixle.com/University-of-California-Irvine-Police-Department

6.4   ***Testing Emergency Response and Evacuation Procedures***

UCI tests its emergency response and evacuation procedures on an annual basis in compliance with the Clery Act. A test includes regularly scheduled drills, exercises, and appropriate follow-through activities, designed for assessment and evaluation of emergency plans and capabilities. A test may be announced or unannounced. The UCI Police Department Emergency Services Unit designs at least one exercise and drill each year to test emergency response and evacuation on a campus-wide scale. The test is designed to address UCI's plan for evacuating all of the buildings on campus and reviewing the plans for the evacuation of each building.

This test is announced to the campus community each year in conjunction with the publication to the UCI campus community of emergency response and evacuation procedures. The UCI Police Department Emergency Services Unit drafts and sends out a UCI community-wide email utilizing the ZotMail email system in conjunction with the test each year that complies with the Clery Act regulations for addressing emergency response and evacuation on a campus-wide scale. This email contains a link to UCI's emergency response and evacuation procedures.

The UCI Emergency Services Unit, in conjunction with other campus partners, performs a number of various tests, including a wide variety of drills and exercises, each calendar year. Each test is documented and kept in the Emergency Services Unit records, with the following information documented: (a) a description of the test, (b) the date the test was held, (c) the time the test started and ended, and (d) whether the test was announced or unannounced.

7.0 Emergency Notifications ("zotALERTS")

The Clery Act requires all colleges and universities to have an emergency notification policy and procedures in place in accordance with emergency notification criteria set forth in the Clery Act. Emergency notifications must be issued to the UCI campus and UCI Medical Center campus communities upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of student and employees occurring on either of the campuses. As described below, the UCI Police Department has developed a comprehensive emergency notification policy that sets forth guidelines for determining to issue an emergency notification, known as a zotALERT at UCI and the UCI Medical Center.

7.1 zotALERT General Policy

UCI Police Department will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the emergency notification system, unless issuing such notification will, in the professional judgment of the UCI Police Department authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. When zotALERT emergency notifications are issued to the UCI and UCI Medical Center campus communities, notification will be made in accordance with provisions set forth in the Clery Act and its associated federal regulations and guidance handbook. The UCI Police Department has primary authority and responsibility for issuing zotALERT notifications on behalf of UCI and the UCI Medical Center and will do so in accordance with the UCI Police Department internal departmental policy in effect at the time of each notification made. Each zotALERT determination and issuance will be based on the best professional judgement of on-duty personnel at the UCI Police Department.

7.2 zotALERT Sign-Up Information and Troubleshooting

All students, staff and faculty are encouraged to sign-up to receive zotALERT emergency notifications. Each zotALERT notification message will be sent as a text message to the cell phones of those students, staff and faculty who sign up to receive such messages. Additionally, all students, staff and faculty with "uci.edu" email addresses will receive the zotALERT notification message as an email sent to their "uci.edu" email inbox.

Students

Students are strongly encouraged to sign up for zotALERT notification messages. In order to do this, each student will need a "text-enabled" cell phone (standard data fees and text message charges may apply). The following steps involved in the sign-up process must be followed:

1. Login to **StudentAccess** located at https://www.reg.uci.edu/access/student/welcome/. Click "**Click here to Login**" and sign in with your unique UCInetID username and password.
2. Click **Contact Information**
3. Update your **Mobile Phone** and provide your cell phone number.
4. Click **Submit Changes** button and close the web browser.

Staff and Faculty

Staff and faculty are also strongly encouraged to sign up for zotALERT notification messages. In order to do this, each staff and faculty member will need a "text-enabled" cell phone (standard data fees and text message charges may apply). The following steps involved in the sign-up process must be followed:

1. Login to **PhUpdate** located at http://www.uci.edu/phupdate. Sign in with your unique UCInetID username and password.
2. Enter your cell phone number in the **Emergency Cell** field.
3. Click the **Submit Change Request** button and close the web browser.

Students, staff, and faculty can also enroll in the zotALERT system by visiting: http://www.oit.uci.edu/zotALERT/

zotALERT Troubleshooting

If you think you may be having trouble receiving zotALERT text messages, it is encouraged that you contact the OIT Help Desk at oit@uci.edu or at (949) 824-2222 if you have any questions. Additionally, please take the following steps to assist in resolving the particular problem:

1. Verify that your emergency cell phone number is correct. There have been instances where a telephone number entered was a home telephone, was a disconnected telephone number, contained the incorrect area code, or was one digit off, etc.

2. Ensure that the cell phone number listed can receive text messages. If you do not use text messaging on a regular basis, confirm with your cellular service provider that your service plan includes text messaging. Plans vary among cellular service providers. Not all plans include text messaging. If you do not receive a zotALERT message, the first troubleshooting step to try is to verify you are able to receive text messages by sending yourself a text message, or asking someone else to send you one. *For users of Google Voice, you must enter your phone number provided by your cellular carrier. Google Voice does not directly accept text messages from service providers who use short codes to send text messages.

3. Ensure that your cellular device does not have text messaging blocked. Some cellular carriers will allow peer-to-peer text messaging, but they may block text messages from third party mass marketing services or zotALERT messages. For the zotALERT text messages to arrive successfully, no blocking should be on the account.

4. If you are on a pre-paid or pay as you go cellular plan, ensure that you always have sufficient credits available to receive a zotALERT text message.

7.3 Standard for Issuing zotALERTS

A zotALERT emergency notification message will be issued to the UCI and/or UCI Medical Center campus communities immediately upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the UCI main campus and/or UCI Medical Center campus.

Confirmation means that an official(s) has verified that a legitimate emergency or dangerous situation exists. This does not mean that all the pertinent details are known or even available at the time that an emergency or dangerous situation is confirmed. An **immediate threat** means an imminent or impending threat.

7.4 Process to Confirm a Significant Emergency or Dangerous Situation and Determine zotALERT Notifications

The types of incidents that may present an immediate threat to the UCI and/or UCI Medical Center communities may include, but are not limited to, emergency or dangerous situations involving an: in-progress serious or violent crime, earthquake, active shooter, hostage/barricade situation, riot/civil unrest, bomb threat, suspicious package with confirmation of a device, tornado, fire/explosion, homicide or suspicious death, structural damage to a UCI or UCI Medical Center owned or controlled facility, biological threat, significant flooding, gas leak, hazardous materials spill (e.g. chemical, biological, radiological, nuclear), armed intruder, and/or illness outbreak. Other types of emergencies or dangerous situations may arise at any time and will be analyzed on a case-by-case basis.

When a significant emergency or dangerous situation has been reported to the UCI Police Department that involves criminal activity or public safety, the UCI Police Department Watch Commander on-duty has primary responsibility to confirm that a reported emergency or dangerous situation is legitimate and poses an immediate threat to the UCI and/or UCI Medical Center campus communities. In addition to the Watch Commander on-duty, the UCI Police Department Patrol Division Lieutenant, Investigations Division Lieutenant, Assistant Chief of Police, and Chief of Police may also confirm that a significant emergency or dangerous situation exists. A confirmation decision will be made given all of the information that has been reported to the UCI Police Department and that is known at that time.

Additionally, confirmation of other significant emergency or dangerous situations may involve input and consultation from additional UCI and UCI Medical Center departments and personnel:

At UCI

- Significant emergencies or dangerous situations involving a disease or illness outbreak may be confirmed by members of the UCI Public Health Advisory Committee, UCI Student Health, UCI Emergency Services Manager, Orange County Health Care Agency (OCHCA) and/or UCI Environmental Health & Safety (EH&S).
- Significant emergencies or dangerous situations involving weather may be confirmed by the UCI Emergency Services Manager, the Orange County Operational Area, and/or sources from the National Oceanic and Atmospheric Administration (NOAA) and/or the National Weather Service (NWS).
- Significant emergencies or dangerous situations involving hazardous materials may be confirmed by UCI Environmental Health & Safety, Facilities Management, the UCI Emergency Services Manager, the UCI Police Department Watch Commander on-duty, and/or personnel from Orange County Fire Authority (OCFA).

At UCI Medical Center
- Significant emergencies or dangerous situations involving a disease or illness outbreak may be confirmed by members of the UCI Medical Center Environmental Health & Safety Department (EH&S), Epidemiology and Infection Program (EIP), Orange County Health Care Agency (OCHCA), the California Department of Public Health, and/or the Center for Health and Human Services.
- Significant emergencies or dangerous situations involving weather may be confirmed by the UCI Medical Center Environmental Health and Safety Department (EH&S), the Orange County Operational Area, and/or sources from the National Oceanic and Atmospheric Administration (NOAA) and/or the National Weather Service (NWS).
- Significant emergencies or dangerous situations involving hazardous materials may be confirmed by UCI Medical Center Environmental Health & Safety Department (EH&S), UCI Medical Center Facilities Management, the UCI Police Department Watch Commander on-duty, and/or personnel from Orange County Fire Authority (OCFA), City of Orange Fire Department or the City of Anaheim Fire & Rescue Department.

7.5 Procedure to Issue and Send Out zotALERT Notifications

Once the UCI Police Department Watch Commander on-duty, or other management personnel, has confirmed that an emergency or dangerous situation poses an immediate threat, the Watch Commander on-duty will order the Dispatcher(s) on-duty to draft the message and initiate the zotALERT notification system. Notification to the UCI Police Department Chain of Command is not necessary when time is of the essence. In the event of an exigent circumstance or other emergency situation, and as an absolute last resort, if the Dispatcher(s) on-duty is unable to draft and initiate sending out the zotALERT notification, additional personnel at the UCI Police Department may be contacted, in the following order, to assist with drafting and sending out the zotALERT notification: Director of Administrative Services, Dispatch Supervisor, Emergency Services Manager, and the Clery Act Compliance Coordinator.

zotALERT text messages are limited to 160 characters (including spaces) per message sent and therefore brevity is important. A second zotALERT message will be issued if more than 160 characters in the first zotALERT message are necessary. The Office of Information Technology (OIT) will automatically convert the text message and distribute it via email to all valid UCInetID email accounts.

7.6 Notification to Specific Segments of the UCI Community

While the Clery Act allows for flexibility in alerting only the segment of the UCI and/or UCI Medical Center campus population that is determined to be at risk, when a significant emergency or dangerous situation is confirmed that poses an immediate threat to the health or safety of students or employees, the zotALERT notification system by default notifies the entire UCI and/or UCI Medical Center campus communities via community-wide email and text messaging (for students, staff and faculty who have opted-in to receive text messages). The zotALERT system will not be segmented to send a notification only to a specific population within the community.

7.7 Content of the zotALERT

When a zotALERT notification is drafted, the following information may be included in the zotALERT message, if available: (a) the message will begin with the word, "zotALERT," (b) the type of emergency or dangerous situation that poses an immediate threat to the campus community will be listed, (c) the time and location of the incident, (d) action to take given the situation, and (e) suspect description information, if relevant and necessary. In accordance with federal law, no victim name or personally identifying information for or about the victim is allowed.

7.8 Responsibility for Issuing zotALERTS

The UCI Police Department is responsible for issuing zotALERT notifications to the UCI and/or UCI Medical Center campus communities. Specifically, the UCI Police Department Watch Commander on-duty has the primary responsibility for confirming that conditions exist for issuing a zotALERT notification. The UCI Police Department Dispatcher(s) on-duty have the responsibility to draft the zotALERT message and initiate the notification system. In addition to the Watch Commander on-duty, the Patrol Division Lieutenant, Investigations Lieutenant, Assistant Chief of Police and Chief of Police have the authority to make a determination as to whether a zotALERT notification needs to be issued. Once this determination has been made, additional personnel who have authority to draft and initiate the zotALERT notification procedures include the Director of Administrative Services, Dispatch Supervisor, Emergency Services Manager and the Clery Act Compliance Coordinator.

7.9 Follow Up Information and Closure Message

When a zotALERT notification is issued, additional notification messages will be issued if and when new information becomes available, until such time that a zotALERT closure message is issued. Once the UCI Police Department has determined that there is no longer an emergency or dangerous situation that poses an immediate threat to the UCI and/or UCI Medical Center campus communities, a zotALERT closure message will be sent out. This includes situations when there is no longer an immediate threat, the situation is under control, and/or the guidance provided in the zotALERT is no longer required.

7.10 Limited Exceptions to Issuing a zotALERT

As allowed by federal law, the only exceptions to issuing a zotALERT notification message are whether a notification will, in the judgment of the UCI Police Department first responders and/or UCI Police Department management team (i.e. Chain of Command), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. This exception to issuing zotALERT notification

messages will not be construed broadly and is a very narrow exception that may apply in limited circumstances.

7.11 *zotALERT Dissemination Methods*

zotALERT notification messages will be disseminated using the MIR3 mass notification system. Specifically, the zotALERT notification system sends an email message to "uci.edu" email addresses as well as a cell phone text message to all students, staff and faculty that have opted-in to receive text messages. This system is used to ensure that the zotALERT message is likely to be received by as broad of a group of community members at UCI and/or the UCI Medical Center as possible. Depending on the circumstances of each situation, additional emergency communication methods and systems may be used, as described in section 7.12.

7.12 *Other Emergency Communication Methods and Systems*

There are other emergency communication methods and systems in place, in addition to the zotALERT mass notification system. Such methods and systems include:

- Student portal announcements
- KUCI radio station
- WQTB 1690 AM / Zot radio
- ZotMail
- Marquee message boards
- Various UCI social media websites
- UCI homepage
- UCI Police Department social media websites including blog, Facebook, Twitter, Nixle, Google +
- Messages sent to smart classrooms
- (866) IRV-NEWS
- Call Experts call center.

Some or all of these additional methods of communication may be activated in the event of an emergency or dangerous situation that poses an immediate threat to the health or safety of students or employees occurring on the UCI and/or UCI Medical Center campus.

Moreover, the following communication methods are available to members of the larger community who are interested in receiving notification information regarding emergencies on the UCI campus:

- Zot Radio AM 1690
- KUCI Radio FM 88.9
- Facebook http://facebook.com/UCIrvinePD
- Twitter http://twitter.com/UCIrvinePD
- Nixle http://nixle.com/University-of-California-Irvine-Police-Department

8.0 Timely Warnings ("Crime Alerts")

8.1 *Crime Alert General Policy*

In order to help safeguard the UCI and UCI Medical Center communities, to increase crime awareness and to meet the Clery Act Timely Warning (Crime Alert) requirements, a Crime Alert may be issued following the reporting of a Clery Act crime to the UCI Police Department that meets the standard for issuance set forth below. Issuance of a Crime Alert is not required based on the same circumstances and factors as a zotALERT emergency notification.

8.2 *Reporting Clery Act Crimes to UCI Police Department*

All crimes should be reported immediately to the UCI Police Department on the UCI campus by dialing 9-1-1 (emergencies) or calling the UCI Police Department Dispatch Center 24/7 at (949) 824-5223 (non-emergencies) located at 410 East Peltason Drive, Irvine, CA 92697. On the UCI Medical Center campus, all crime reports should be made directly to the UCI Police Department. Clery Act crimes includes homicide/non-negligent manslaughter, negligent manslaughter, sex offenses (including rape, fondling, incest and statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, hate crimes, dating violence, domestic violence, and stalking.

8.3 *Responsibility for Issuing Crime Alerts*

The UCI Police Department has the responsibility for issuing Crime Alerts at UCI and at the UCI Medical Center campuses. UCI Police Department will alert the community to certain crimes in a manner that aids in the prevention of similar crimes. Although the Clery Act does not define the word "timely," because the intent of a warning regarding a criminal incident(s) is to allow people to take precautions for their personal safety, a Crime Alert should be issued as a soon as pertinent information about the crime is available. Therefore, even if not all of the facts surrounding a criminal incident(s) are available, UCI will issue a Crime Alert for any Clery Act crime that meets the criteria set forth below.

8.4 *Standard for Issuing Crime Alerts*

A Crime Alert is a notification to the UCI and/or UCI Medical Center campus communities of the report of a Clery Act crime where such crime is reported to the UCI Police Department or to a Campus Security Authority ("CSA"), who in turn reports such crime in a timely

manner to the UCI Police Department, and the crime is considered by the institution to represent a serious or continuing threat to students and employees at the time of the report. The determination to issue a Crime Alert is made on a case-by-case basis in light of all of the facts surrounding a reported crime including, but not limited to such factors as the nature of the crime, the continuing danger to the campus community and the possible risk of compromising law enforcement efforts.

8.5 Determination to Issue Crime Alerts

The decision to issue a Crime Alert should be determined by UCI Police Department personnel, in the following order (but may be made by any of the individuals listed below as deemed necessary under the circumstances) when a Clery Act crime is reported to the UCI Police Department: (1) Chief of Police, (2) Assistant Chief of Police, (3) Investigations Division Lieutenant, (4) Patrol Division Lieutenant, and (5) Director of Administrative Services.

The UCI Police Department may elect not issue a Crime Alert in very limited circumstances. First, if the UCI Police Department or other law enforcement agency apprehends the suspect(s) of a Clery Act crime and the serious or on-going threat to students and employees of the UCI community has been mitigated by the apprehension or arrest of such suspect(s), or if it is otherwise determined by the Chief of Police or his designee that a serious or on-going threat does not exist, a Crime Alert may not be issued. Second, if a report of a Clery Act crime was not reported to the UCI Police Department or if the UCI Police Department was not notified of a Clery Act crime report in a manner that would allow the UCI Police Department to issue a timely warning, a Crime Alert may not be issued. The UCI Police Department will follow the inter-departmental procedures set forth in the UCI Police Department policy regarding Crime Alerts in making these determinations.

The UCI Police Department will give consideration to notifying crime victims before Crime Alerts are issued to the UCI community.

8.6 Procedure for Drafting and Composing Crime Alerts

During normal business hours (Monday through Friday, 8:00 a.m. to 5:00 p.m.) any member of the UCI Police Department who learns of a Clery Act crime report will bring such crime to the attention to the Director of Administrative Services and/or the Clery Act Compliance Coordinator so that a Crime Alert determination may be made by the UCI Police Department Chief of Police or designee who has Crime Alert decision making authority. If the Director of Administrative Services and/or the Clery Act Compliance Coordinator is unavailable at the time of such report, another member of the UCI Police Department management team must be notified so that a Crime Alert determination may be made.

Once the determination is made to issue a Crime Alert, either the Director of Administrative Services or the Clery Act Compliance Coordinator will draft a Crime Alert based on all of the available information at that time. If either of these individuals are unavailable, another member of the UCI Police Department management team will draft the Crime Alert.

The following items of information will typically be included, if available, unless issuing any of this information would risk compromising law enforcement efforts: (1) description of the incident (type of crime, date occurred, time occurred, and general location), (2) physical description of the suspect, (3) possible connections to previous reported incidents, (4) information limited to whether the victim is affiliated/not affiliated with UCI or the UCI Medical Center, whether injuries/no injuries were sustained, and the gender of the victim (e.g. he/she), to the extent this information is relevant, (5) information and tips that will promote safety and potentially aid in the prevention of similar crimes, (6) date and time the Crime Alert was issued, (7) UCI Police Department contact information, and (8) any other information as deemed appropriate by the Chief of Police or designee and as allowed by federal law.

Once the Crime Alert draft has been prepared, it will be sent to the Chief of Police for review and approval (or other member of the UCI Police Department management team in the chain of command if the Chief of Police is otherwise unavailable) as well as the office of the Vice Chancellor, Administrative and Business Services (if time and circumstances permit).

After normal business hours, on weekends and during holidays, if a Clery Act crime is reported to the UCI Police Department, the Watch Commander on-duty will notify the Patrol Division Lieutenant. A Crime Alert determination will be made as soon as possible by the Patrol Division Lieutenant and, if warranted, a Crime Alert will be issued before normal business hours resume. If the Patrol Division Lieutenant is otherwise unavailable, the Watch Commander on-duty will contact the following individuals, in order, so that a Crime Alert determination may be made after normal business hours: (1) Investigations Division Lieutenant, (2) Director of Administrative Services, (3) Assistant Chief of Police, and (4) Chief of Police.

Once the Crime Alert draft has been reviewed, revised as necessary and approved, a UCI community-wide email containing the Crime Alert will be sent by email to the entire UCI and/or UCI Medical Center community via the UCI ZotMail email notification. Specific individuals who have authority and access to login and send ZotMail emails for approved Crime Alerts include: (1) Patrol Division Lieutenant, (2) Investigations Division Lieutenant, (3) Director of Administrative Services, (4) Clery Act Compliance Coordinator, (5) Emergency Services Manager, and (6) Office of the Vice Chancellor, Administrative and Business Services, Manager of Special Projects.

8.7 Crime Alert Distribution Methods

Each Crime Alert will be sent community-wide at the UCI campus and/or UCI Medical Center campus via ZotMail, which is UCI's mass email system.

The Crime Alert distribution process may also include physical postings of Crime Alert bulletins in impacted areas by local personnel and/or electronic postings on the UCI Police Department website at www.police.uci.edu (it is the general policy of the UCI Police Department to post Crime Alerts on the UCI Police Department website generally for a period of 3 years in an archived form, unless

determined otherwise by UCI Police Department management). Crime Alerts may be also be posted on social media pages, which include but are not limited to Facebook, Twitter, and Nixle accounts.

In certain circumstances, Crime Alerts may also be posted in campus buildings, when deemed necessary. When a Crime Alert is posted in campus buildings, it will be posted in general/common areas clearly visible to students/staff and in staff break rooms, etc., unless determined otherwise. Crime Alerts will also be made available to any students/staff that may not frequent the general/common areas in which Crime Alerts may be posted.

8.8 *Confidentiality of Victim Identifying Information*
All Crime Alerts will withhold as confidential the names and other identifying information of victims, as defined in section 40002(a)(20) of the Violence Against Women Act of 1994.

8.9 *Exemption for Pastoral and Professional Counselor Reporting*
Under the Clery Act, UCI is not required to provide a Crime Alert with respect to crimes reported to a pastoral counselor or professional counselor. Definitions of a pastoral counselor and professional counselor may be found in the *Other Defined Terms*, section 15.5 below.

8.10 *Community Advisories*
Depending upon the circumstances of the particular case, notification of particular crimes that are not one of the enumerated Clery Act reportable crimes, or reported incidents that do not rise to the level of issuing a Crime Alert may be made by the UCI Police Department to specific segments of the UCI or UCI Medical Center communities as deemed appropriate (e.g. crimes targeting campus resident students, crimes targeting research laboratories, crimes targeting specific campus populations, etc.). Community Advisory bulletins will be sent out to key department contact personnel for notification and distribution to their respective populations as deemed necessary by the UCI Police Department.

9.0 Sexual Violence Prevention – Overview of Policy and Procedures

UCI is committed to creating and maintaining an environment in which all persons who live, work, and learn in our campus community are free of all forms of harassment, exploitation, and intimidation. Sexual violence, which includes dating violence, domestic violence, sexual assault, and stalking, are prohibited by law and UCI policy. UCI will respond promptly and effectively to reports of sexual violence, and will take appropriate action to prevent, correct, and when necessary, discipline behavior that violates UCI policy. For purposes of the UCI Annual Security Report, the term "Sexual Violence" used throughout this section includes incidents of dating violence, domestic violence, sexual assault, and stalking.

In compliance with federal laws, UCI has adopted policies and procedures to prevent and respond to incidents of sexual assault, domestic violence, dating violence, and stalking involving members of our UCI community. More information about these policies is available in the *Guidelines for Reporting and Responding to Reports of Sex Offenses* ("*Guidelines*"). The *Guidelines*, along with other UCI policies about reporting other prohibited harassment and discrimination on campus, are available online at http://www.oeod.uci.edu/policy.html. Additional resources for victims of Sexual Violence at UCI are also available at http://sexualviolence.uci.edu/.

UCI's Title IX Officer is Kirsten Quanbeck in the Office of Equal Opportunity and Diversity ("OEOD"), (949) 824-5594, 103 Multipurpose Science and Technology Building, Suite 103, www.oeod.uci.edu.

9.1 *Immediate Assistance For Victims of Sexual Violence*
Victims of Sexual Violence are encouraged to take the following steps:

a. *Seek Immediate Assistance*. Victims of Sexual Violence are strongly encouraged to call the police to ensure physical safety.

b. *Preserve Evidence*. Even if a victim is not sure about pursuing an investigation or sanctions against the alleged perpetrator, s/he is encouraged to preserve evidence. It is important to preserve physical evidence because it can assist in criminal prosecution or obtaining a criminal protective order.

For example, victims of sexual assault should make every effort to save anything that might contain the perpetrator's DNA. Therefore, the victim should try not to bathe or shower, use the restroom or douche, change clothes, comb hair, clean up the crime scene or move anything the offender might have touched. Evidence of sexual assault is most effectively collected via a Sexual Assault Forensic Exam ("Exam") within approximately 96 hours after an assault. To obtain the Exam, a victim can call the police by dialing 9-1-1 or Community Support Services on its 24-hour hotline: (949) 250-0488 or (949) 752-1971. The Exam is conducted at the Anaheim Regional Medical Center. A police report is not required prior to obtaining the Exam, and the Exam by itself will not trigger an investigation.

Victims of Sexual Violence can also preserve evidence by saving text messages, instant messages, social networking pages, photographs, and other documents that could be useful to the police or UCI's investigators.

c. *Obtain Medical Attention*. Health care providers can examine and treat physical injuries, provide pregnancy tests, and test for sexually transmitted diseases. Victims may go to the hospital or see their primary care provider. Registered UCI students may visit the Student Health Center* located at 501 Student Health, Irvine, CA (949) 824-5301.

*Please note that the Student Health Center does not provide the Sexual Assault Forensic Exam. Information about how to obtain the Exam can be found in section 9.1(b) above.

9.2 *Reporting Options & Confidential Resources*
Below is a description of reporting and other resource options for victims of Sexual Violence.

a. ***Reporting to the UCI Police Department***. 410 E. Peltason Drive, Irvine, CA. 9-1-1 or (949) 824-5223 (non-emergencies)— available 24 hours a day, 7 days a week.

Victims are encouraged to report incidents of Sexual Violence to police. When a report is made to UCI Police Department, an investigating officer trained in these types of cases will be dispatched to the scene and explain police procedures. A Sexual Assault Forensic Exam may be obtained at this time. At the conclusion of the police investigation, the case may be forwarded for review to a district attorney's office for criminal prosecution. Criminal prosecution is at the discretion of the district attorney.

To encourage reporting by victims, the UCI Police Department is committed to the following investigation procedures--
- ✓ WE WILL meet with you privately at a location where you are comfortable when feasible.
- ✓ WE WILL only notify your parents*, spouse, or significant other if you ask us to.
- ✓ WE WILL treat you and your concerns with courtesy, sensitivity, dignity, understanding, and professionalism.
- ✓ WE WILL openly listen with no prejudgment and you will not be blamed for what occurred.
- ✓ WE WILL absolutely consider your case regardless of your gender, gender identity, sexual orientation, or the gender or status of the suspect.
- ✓ WE WILL assist you in arranging for any necessary hospital treatment or other medical needs. If needed, we also will assist you with the resources to obtain emergency housing.
- ✓ WE WILL assist you in coordinating advocacy support, privately contacting confidential counseling, and/or other available resources.
- ✓ WE WILL investigate your case, while keeping you regularly updated.
- ✓ WE WILL discuss and explain the criminal justice court process, as well as provide a video explaining all aspects of the investigation. Ultimately, it is your choice to participate in criminal prosecution.
- ✓ WE WILL continue to be available to answer your questions, to explain your options, and to explain your rights.

*If you are a minor aged 17 or younger, your parent may be notified.

Victim advocates from UCI's Campus Assault Resources and Education ("CARE") (949-824-7273) are available to assist victims in notifying law enforcement authorities if the victim so chooses.

Victims may also report any of these incidents to the local municipal police departments. Victims on the UCI campus may contact the Irvine Police Department, 1 Civic Center Plaza, Irvine, CA 92606 (949) 724-7200. Victims at the UCI Medical Center may contact the Orange Police Department, 1107 N. Batavia St., Orange, CA 92867 (714) 744-7444.

b. ***Reporting to the Title IX Coordinator and OEOD***. OEOD, 103 Multipurpose Science & Technology Building, Irvine, CA. (949) 824-5594—available Monday through Friday, 8:00 a.m. to 5:00 p.m.

UCI has a Title IX Office/Office of Equal Opportunity & Diversity ("OEOD") on campus to provide assistance and support, and to monitor and oversee overall compliance with laws and policies related to Sexual Violence. OEOD staff can explain and discuss all of a victim's rights and options—including the right to file a criminal complaint or administrative complaint; confidentiality; the investigation process; remedial and protective measures; support options; and other related matters.

OEOD is also the office on UCI's campus responsible for conducting neutral, administrative (i.e., non-criminal) investigations of all reports of Sexual Violence, harassment, discrimination, and retaliation. If a victim (aka "Complainant") chooses, s/he may request an OEOD investigation regardless whether the victim has made a police report against the alleged perpetrator (aka "Respondent"). Speaking with OEOD staff does not require a victim to file a formal Complaint. See Section 9.5 below for information about OEOD's investigation procedures.

c. ***Decline all reporting***. Although UCI encourages the timely reporting of all crimes, victims of Sexual Violence are not required to report to police, OEOD, or any other campus office.

d. ***Confidential resources***. Regardless whether a victim chooses to formally report Sexual Violence to law enforcement or UCI, the following on- and off-campus *confidential* support resources are available to help:

- **Campus Assault Resources and Education** ("CARE") (949-824-7273). CARE is a source for information, crisis intervention, and follow-up support regarding sexual assault, dating and domestic violence, and stalking on the UCI campus. G320 Student Center, Monday through Friday, 8:00 a.m. to 5:00 p.m., www.care.uci.edu.

- **The Counseling Center** (949-824-6457). The Counseling Center provides free crisis counseling by licensed mental health providers. 203 Student Services 1, Monday through Friday, 8:00 a.m. to 5:00 p.m., www.counseling.uci.edu.

- **Office of the Ombudsman** (949-824-7256). This office provides students, faculty, and staff a safe place to confidentially discuss concerns, explore options, and make informed decisions. 205 Multipurpose Science & Technology Building, Monday through Friday, 8:00 a.m. to 5:00 p.m., www.ombuds.uci.edu.

- **Employee Assistance Program** ("EAP") (1-888-UCI-EAP3 (824-3273) (TDD: 1-800-697-0353). EAP is a free, confidential counseling program for UCI employees. http://www.guidanceresources.com, Company ID: UCIEAP3.

- **Community Services Programs** ("CSP") (949-250-0488 or 949-752-1971). CSP provides sexual assault counselors 24 hours a day, 7 days a week, via a rape crisis hotline and its rape crisis centers.

- **Human Options** (877-854-3594). Human Options provides assistance, such as emergency shelter, counseling, and legal advocacy, to victims of domestic and dating violence.

9.3 *Written Notification of Rights and Options*

Any member of the UCI community who reports Sexual Violence regardless whether the offense occurred on or off campus, will be provided with a written explanation of his or her rights and resources, including options for and available assistance in counseling, accommodations, and protective measures including how to request changes to academic, living, transportation and/or working situations as provided under this policy.

9.4

Remedial Accommodations and Protective Measures

Regardless whether a victim of Sexual Violence pursues any formal action with police or OEOD, upon request, UCI Police Department, OEOD, and/or CARE personnel will help victims procure remedial accommodations and protective measures. Such accommodations and measures may include the following:

Remedial accommodations.

- Changes to the victim's course or work schedule;
- Tutoring, extensions, or withdrawals from courses;
- Changes to student housing assignments;
- Obtaining a work leave allowance;
- Securing counseling and therapy;
- An administrative stay-away or no-contact order;
- Safety escorts to walk with the victim on campus; and
- Information regarding available existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and student financial aid.

Protective orders.

No-contact and stay-away orders are also available to victims of Sexual Violence. Below is a general description of the types of orders available:

a. *Criminal order*. If a victim reports to law enforcement, UCI Police Department may assist him or her in obtaining a no-contact/stay-away order from a criminal court.
b. *Administrative stay-away order or no-contact order*. OEOD and CARE can help a student obtain a non-criminal, administrative UCI stay-away order or no contact order. Employees can also go to OEOD to obtain the same.
c. *Civil order*. Victims may contact a court directly to obtain a civil protective order. For complete information about civil protective orders and court locations and hours, visit the Orange County Superior Court's website at http://www.occourts.org/self-help/restrainingorders.

For more information about obtaining remedial accommodations and protective measures, contact OEOD (949-824-5594), the UCI Police Department (949) 824-5223, or CARE (949-824-7273).

9.5 *Reporting to OEOD – The Administrative Investigation*

UCI's procedures for internal investigation and disciplinary action in cases of Sexual Violence—including domestic violence, dating violence, sexual assault, and stalking—involve a prompt, fair, and impartial investigation and response. Once a report is made or brought to the attention of OEOD, it is reviewed to determine if a formal investigation should be conducted.

OEOD's formal investigation process for UCI students and employees entails the following:

a. ***An assigned investigator***. If formal investigation is warranted, it is assigned to a neutral investigator from OEOD who does not have a conflict of interest or bias for or against the Complainant or Respondent. OEOD investigators understand and apply the policies in the *Guidelines*. Investigators also receive annual training on issues related to Sexual Violence, including domestic violence, dating violence, sexual assault, and stalking and on how to conduct an investigation.

b. ***Notice***. Complainant and Respondent receive simultaneous notice of the alleged *Guidelines* violations within a reasonable period of time following the initiation of the investigation, typically within seven business days. Complainant and Respondent also receive written notice of confidential support services and safety and remedial measures.

c. ***Interviews***. The OEOD investigator meets separately with the parties to discuss the Complainant's complaint, gather evidence, and receive information related to the alleged violations. Both parties may submit the names of additional witnesses to be interviewed, as well as any other relevant evidence. Also, Complainant and Respondent may each have a support person of their choice present when they are interviewed. Other witnesses may have a support person or advisor present at the discretion of the investigator or as required by applicable UCI policy.

d. ***Timeline***. OEOD's investigation will be conducted as promptly as possible, and in most cases concluded within 60 business days of the complaint filing.

e. ***Report of findings***. Typically, an investigation results in a Report of Findings ("Findings Report"), which includes a statement of the allegations, summary of the evidence, findings of fact, and determination as to whether the *Guidelines* were violated. The standard of proof investigators apply in making findings is preponderance of the evidence.

f. ***Referral to disciplinary proceeding***. Findings involving students are submitted to the Office of Student Conduct. Findings involving employees are submitted to the UCI official with authority to implement the action necessary to resolve the complaint, typically the Respondent's supervisor.

g. ***Completion of investigation***. When an investigation is complete, the Complainant and Respondent are promptly and simultaneously informed in writing.

h. ***Available information.*** Complainant and Respondent are also informed about how to obtain a copy of the Findings Report. Findings Reports sent to parties are redacted to protect the identities of witnesses.

i. ***Non-retaliation policy***. Retaliation against a person who brings a complaint to OEOD, or anyone who participates in an OEOD investigation or resolution of a complaint, is strictly prohibited by the *Guidelines*. UCI will promptly respond to reports of retaliation and may take separate disciplinary action.

9.6 *Student Disciplinary Action*

Once OEOD completes its investigation, it submits its Findings Report to the Office of Student Conduct ("OSC"), which determines appropriate sanctions for student violations of the *Guidelines*. All OSC conduct proceedings, whether the conduct occurred on or off campus, are intended to provide a prompt, fair, impartial and timely resolution. In addition, the proceedings are conducted by personnel who receive annual training on issues related to Sexual Violence and on how to conduct hearing process proceedings.

Upon receipt of the Findings Report from OEOD that Sexual Violence occurred, OSC will review the Findings Report and take the following actions:

a. *Notice of Administrative Meeting*. If OEOD's Findings Report states that Respondent violated the *Guidelines*, Respondent and Complainant will be simultaneously notified in writing of the findings and initiation of the disciplinary process. The notices include:

   ✓ Notification of the alleged violation(s);
   ✓ A summary of the evidence relating to the alleged violation(s);
   ✓ Notice that they have seven (7) business days from the notice to contact the Student Conduct Officer to schedule an Administrative Meeting.
   ✓ Information about how to review case materials prior to the meeting (e.g. Report of Findings, police report, etc.).

b. *Extension of Deadlines*. All deadlines and time requirements in the student conduct process may be extended for good cause as determined by the Director of Student Conduct or Designee. Requests for extensions must be made in writing to the Director of Student Conduct or Designee, who will determine, based on the totality of the circumstances, whether the extension is granted.

c. *Administrative meeting*. The Administrative Meeting is a meeting between a Student Conduct Officer and the Complainant, or between the Student Conduct Officer and the Respondent, to review and discuss the findings in the OEOD Findings Report and the student's perspective. At the Administrative Meeting, the Student Conduct Officer will explain the student conduct process to the Complainant and Respondent. The Student Conduct Officer will also provide each party an opportunity to review the OEOD's Findings Report, explain the parties' rights, and review the range of sanctions. The following provisions apply to Administrative Meetings:

- *Attendance of an advisor*. Respondents and Complainants are entitled to be assisted by an advisor (a UC Irvine student, faculty member, staff member, attorney, or any other person) during the student conduct process. Advisors are allowed to be present at all administrative conduct meetings, but only to confer with their advisee. Advisors cannot speak on behalf of the student.

- *Confidentiality*. Administrative Meetings are closed to the public. No audio or video recording device is permitted for use by the Respondent, Complainant, witnesses, or advisors.

- *Failure to attend administrative meeting*. If, after proper and timely notice, the Complainant or Respondent do not appear at the scheduled date and/or time, the Student Conduct Officer may impose sanctions based on the information in the Student Conduct Officer's possession without the Complainant's and/or Respondent's participation.

d. *Sanctions*. Following the Administrative Meeting, the Respondent will be informed of his/her sanctions in writing. Sanctions are imposed only when a student is found responsible for violating the *Guidelines*. The primary goals of sanctions are to protect the safety of the University community, educate students about the concerns related to the inappropriateness of their misconduct, and provide opportunities for students to learn new behaviors.

Possible <u>administrative</u> sanctions for students:

- Warning and/or censure;
- Disciplinary probation;
- Loss of privileges and exclusion from activities;
- Interim Suspension;
- Suspension;
- Dismissal;
- Exclusion from areas of the campus or from official University functions;
- Revocation of the awarding of a degree (revocation of a degree is subject to the concurrence of the Academic Senate and review on appeal by the UCI Chancellor);
- Record holds;
- Removal from specific courses or activities (this may also be an interim measure for either party that could be undertaken during the investigative period); and/or
- No-contact and/or stay-away orders.

Possible <u>educational</u> outcomes for students:

- Attending classes and workshops; and/or
- Educational projects.

For more information, see *University Policy on Student Conduct and Discipline* at http://www.dos.uci.edu/conduct/uci_policy.php.

e. *Appeals*. The determination of responsibility or sanctions imposed after the Administrative Meeting is appealable by either the Complainant or Respondent. The type of appeals process that will apply depends on the severity of the sanctions imposed. Detailed information about appeal procedures is available online at http://www.dos.uci.edu/conduct/students/appeal-process.php.

f. *Notice of Sanction and Appeal Rights*. As part of UCI's procedures for administrative disciplinary action, both the Complainant and Respondent will receive simultaneous written notice of:

- ✓ The outcome of the disciplinary proceedings that arise from an allegation of Sexual Violence;
- ✓ UCI's procedures for the Respondent and Complainant to appeal the results of the disciplinary proceeding;

- ✓ Any changes to the results before they are final; and
- ✓ When the results of the disciplinary proceeding become final.

UCI will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by UCI against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

9.7 *Employee Disciplinary Action*

If an OEOD investigation determines that a UCI employee violated the *Guidelines*, OEOD notifies the parties simultaneously, in writing, of its findings. In addition, the Findings Report is submitted to a UCI official with authority to implement appropriate action, typically the Respondent's supervisor. The parties are also offered the opportunity to obtain a redacted copy of the Findings Report after the conclusion of the investigation. Possible sanctions for employees include:

- ▪ Reassignment or demotion;
- ▪ Counseling memorandum;
- ▪ Written warning;
- ▪ Suspension;
- ▪ Termination; and/or
- ▪ Investigatory leave (this may also be an interim measure for either party that could be undertaken during the investigative period).

9.8 *Protecting Victim Confidentiality*

UCI recognizes the sensitive nature of sexual assault, domestic violence, dating violence, and stalking incidents. UCI is committed to protecting the privacy of any individual who makes a report. Different officials and personnel are able to offer varying levels of privacy protection to victims.

a. <u>Reports made to confidential on-campus resources</u>. Professionals at CARE, the Counseling Center, the Campus Social Worker, the Office of the Ombudsman, and the Employee Assistance Program may talk to victims without revealing any identifying information about them to anyone else at the University, including the Title IX Officer or the UCI Police Department, without the victim's consent. Except under certain limited circumstances (such as risk of imminent harm to the victim or others), victims can seek assistance and support from these counselors and advocates without triggering a UCI or police investigation.

b. <u>Reports made to law enforcement</u>. A victim who reports to the UCI Police Department may request to be treated as confidential, which means that the victim's name and other identifying information will not appear in its public records.

c. <u>Reports made to OEOD</u>. OEOD makes every reasonable effort to protect the privacy of all individuals throughout all phases of the complaint resolution process. While OEOD cannot guarantee absolute confidentiality, disclosure of facts to parties and witnesses is limited to what is reasonably necessary to conduct a fair and thorough investigation or to deliver resources or support services to the parties. Also, any OEOD Findings Report shared with the parties is redacted to protect the identities of all witnesses.

d. <u>Protective Measures</u>. UCI will maintain as confidential any accommodation or protective measures provided to parties, to the extent such confidentiality does not impair UCI's ability to provide the accommodation or protective measures.

e. <u>Clery Act and Other Public Records</u>. Publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without including personally identifying information about the victim. Also, UCI does not publish the name of crime victims as part of its Clery-mandated reporting, nor does it house identifiable information regarding victims in the police department's daily crime and fire log or online. In addition, UCI policy regarding access to public records may require disclosure of certain information concerning the report of Sexual Violence. In such cases, every effort is made to redact or limit the record as appropriate to protect the privacy of all parties and witnesses.

9.9 *Prevention and Awareness Programs and Campaigns*

UCI is committed to increasing the awareness of and preventing Sexual Violence. All UCI students and employees are provided with programming, initiatives, strategies, and campaigns intended to prevent and end rape, acquaintance rape, sexual assault, domestic violence, dating violence and stalking before they occur through the changing of social norms and other approaches. UCI's educational programs and campaigns include (1) a clear statement that UCI prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking, (2) all applicable definitions of dating violence, domestic violence, sexual assault and stalking (3) the definition of consent, in reference to sexual activity, (4) a description of safe and positive options for bystander intervention, (4) information about risk reduction, and (5) UCI's policies and procedures for responding to these incidents and the subsequent investigatory and disciplinary proceedings involved..

UCI offers primary prevention and awareness programs for all incoming students and new employees as well as ongoing prevention and awareness campaigns for existing students and employees.

In 2014, UCI's primary and on-going prevention and awareness programs and campaigns included:

- Trainings during orientation for all first-year students;
- Completion of a required online training module for all first-year students;
- Online training offered to all new and current employees;
- Training for UCI police officers;
- Training for student conduct review board members;
- Training for all housing staff;
- Training for all professional housing staff;
- Training for investigatory staff;
- Training for counseling, advocacy, and social work staff;
- Training for student athletes and coaches;
- Training for Student Health Center staff;
- Training for assistant deans;
- Training for resident assistants;
- Training for teaching assistants;
- Training for student peer advisors;
- Training for various student groups and Greek organizations;
- Prevention and awareness campaigns for students and employees on dating violence, domestic violence, sexual assault and stalking.

9.10 *Comprehensive List of Resources*

UCI is committed to creating a safe and secure campus environment. Below is a comprehensive list of resources on campus and in the greater Orange County community for victims, students, employees, or anyone with questions or concerns about Sexual Violence.

University-Affiliated Resources

Campus Assault Resources and Education ("CARE")	(949) 824-7273
Victim Advocate	(949) 824-9080
Office of Equal Opportunity And Diversity ("OEOD")	(949) 824-5594
UCI Police Department	(949) 824-5223
UC Irvine Health Security & Parking Services Department	(714) 456-5493
Counseling Center	(949) 824-6457
Office of the Ombudsman	(949) 824-7256
Student Health Center	(949) 824-5301
Office of Student Conduct	(949) 824-5181
Dean of Students	(949) 824-5181
Guidance Resources Employee Assistance Program (free counseling, financial information, legal support, work-life solutions, and online information 24/7 for all UCI employees, retirees and dependents)	(844) 824-3273
UCI Environmental Health & Safety	(949) 824-6200
UCI Medical Center Environmental Health & Safety	(714) 456-6738
UCI Human Resources	(949) 824-5210
UCI Medical Center Human Resources	(714) 456-7896
Lesbian Gay Bisexual Transgender Resource Center (LGBTRC)	(949) 824-3277
Office of Financial Aid and Scholarships	(949) 824-8262
UCI International Center	(949) 824-7249

Greater Orange County Resources

Community Services Program ("CSP")	(949) 250-0488, (949) 752-1971
Human Options	(877) 854-3594
Domestic Violence Assistance Program	(714) 935-7956
Elder Abuse Hotline	(800) 451-5155
Orange County Child Abuse Registry Hotline	(800) 207-4464
UC Irvine Medical Center	(714) 456-7890
Anaheim Regional Medical Center	(714) 774-1450
City of Irvine	(949) 724-6650
Victim Assistance Center	(949) 476-4855

Other Resources

Rape, Abuse and Incest National Network ("RAINN").	(800) 656-HOPE (4673)
National Sexual Violence Resource Center....................................	(877) 739-3895
National Domestic Violence Hotline..	(800) 799-SAFE (7233)
California Attorney General's Victim Services Unit.......................	(877) 433-9069
California Department of Corrections and Rehabilitation	
Office of Victim and Survivor Rights and Resources.....................	(877) 256-OVSS (6877)
California Victims' Compensation Programs................................	(800) 777-9229
California Partnership to End Domestic Violence..........................	(916) 444-7163
National Center for Victims of Crime	(202) 467-8700

10.0 Registered Sex Offender Information

10.1 Sex Offender Registration Laws

More than fifty years ago, California began requiring sex offenders to register with their local law enforcement agency. This registration requirement gave local law enforcement the ability to keep track of convicted sex offenders who were in their community. In most instances, sex offender registration is a lifetime requirement. In October 2000, the Federal Campus Sex Crimes Prevention Act 20 U.S.C. § 1092(f)(1)(I) amended Section 170101 of the Violent Crime Control and Law Enforcement Act of 1994.In 2001, the California Legislature amended its registered sex offender laws to satisfy federal law requirements. Pursuant to 290.01(a) of the California Penal Code, registered sex offenders are required to provide notice of enrollment or employment at any institution of higher learning in the state where the offender resides, as well as notice of each change of enrollment or employment status at the institution of higher education.

On October 28, 2002, California's newest registered sex offender law became effective. While existing California law required student sex offenders who lived on campus to register with campus law enforcement, under 290.01(a) of the Penal Code, all campus affiliated sex offenders are required to register with campus law enforcement, not just student sex offenders who lived on campus.

10.2 Sex Offender Informational Data

This section describes where law enforcement agency information provided by a State under section 121 of the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921) concerning registered sex offenders may be obtained by the UCI community. Federal law requires all registered sex offenders who are enrolled at or employed at a postsecondary institution to provide this information to the state. The state then provides this information to designated local law enforcement authorities in the jurisdiction where the institution is located.

The California Department of Justice maintains an internet website with information concerning designated registered sex offenders in California. This website can be accessed at: http://www.meganslaw.ca.gov. This site displays home addresses on more than 41,186 offenders. An additional 11,470 offenders are included on the site with listing by zip code, city, and county.

Records are typically searched by zip code (street addresses are not available from these records). A search will provide the following information about registered sex offenders: name and any known aliases; age and sex; physical description (including any scars, marks and tattoos); photograph if available; specific crimes that resulted in registration; county of residence; and zip code of the sex registrant.

Beginning January 1, 2013, pursuant to Penal Code Section 290.03 - 290.09, the California Department of Justice is required by law to post static risk assessment scores for sex offender registrants who are eligible to be scored. For information relating to risk assessments, eligibility, and scoring, please visit the State Authorized Risk Assessment Tool for Sex Offenders ("SARATSO") website at www.saratso.org. Information contained in SARATSO website is based on information provided by local law enforcement agencies and other criminal justice entities. Pursuant to California law, the California Department of Justice is authorized to provide specified information on persons required to register in California as sex offenders. The Department of Justice cannot vouch for sex offender information disclosed on alternate websites. Some sex offender websites retrieve information from non-official sources which may contain out dated information. The information contained in this Department of Justice website is updated daily and extracted from the statewide database used exclusively by law enforcement.

10.3 Reporting Sex Offender Information to Department of Justice

Registrant information is provided to the California Department of Justice by the local law enforcement agency (i.e. the police or sheriff's department) having jurisdiction over the city or county where the offender resides and last registered. If you have information concerning a registrant who is in violation of their registration requirements, or if you believe that a listed address is inaccurate, you should notify your local law enforcement agency or the California Department of Justice. You can report information directly to the California Department of Justice at http://www.meganslaw.ca.gov/contact.aspx?lang=ENGLISH

California Department of Justice
Phone number (916) 227-4974
E-mail address - MegansLaw@doj.ca.gov

Mailing Address:
California Department of Justice Sex Offender Tracking Program
P. O. Box 903387
Sacramento, CA 94203-3870

For more information about Megan's Law and the California sex offender registration program, please visit the website of the Office of the Attorney General - State of California at: http://www.meganslaw.ca.gov/index.aspx?lang=ENGLISH

The information under Megan's Law may not be used to harass or commit any crime against a sex offender. Public safety is best served when registered sex offenders are not concealing their location to avoid harassment.

10.4 UCI and UCI Medical Center Sex Offender Registration Requirements

Every person who is required to register as a sex offender pursuant to California Penal Code Section 290 and who: (a) resides on UCI campus property (registrant must provide proof of residence); (b) has no residence, but who is "located" on UCI or UCI Medical Center campus property (i.e. transients); (c) is an enrolled student and who attends classes at the UCI or UCI Medical Center campus (including campus-only University Extension students); (d) is a full/part time employee at UCI or UCI Medical Center without compensation, including volunteers, (excluding non-campus locations), or (e) carries on a vocation at UCI or UCI Medical Center for more than fourteen days or for an aggregate period exceeding 30 days in a calendar year, must register with the UCI Police Department within 5 working days of commencing enrollment, or employment at UCI. The UCI Police Department is located at 410 East Peltason Drive, Irvine, CA 92694 and can be reached 24 hours a day, 7 days a week at (949) 824-5223.

Additionally, a campus affiliated sex offender shall also notify the UCI Police Department within 5 working days of ceasing to be enrolled or employed, ceasing to carry on a vocation at UCI, or change of address.

Every person adjudicated a sexually violent predator (as defined in Section 6600 Welfare Institutions Code) after being released from custody and who is a campus affiliated sex registrant, must verify his/her address with the UCI Police Department no less than once every 90 days.

10.5 UCI and UCI Medical Center Sex Offender Registration Procedures

UCI and UCI Medical Center affiliated registration of sex offenders must be conducted at the UCI Police Department located at 410 East Peltason Drive, Irvine, CA 92694. Persons required to register must do so in person at the UCI Police Department, Monday through Friday (excluding holidays), during the hours of 8:00 a.m. to 5:00 p.m. Registrations will be handled by appointment only. Please call (949) 824-5223 to schedule an appointment.

11.0 Campus Facilities Access and Security

11.1 Security of and Access to Campus Facilities

During normal business hours, UCI buildings and facilities (excluding certain housing facilities and administrative buildings) are   open to students, parents, employees, contractors, guests and invitees. During non-business hours, access to UCI campus buildings and other facilities may be limited and may only be accessible with proper identification. Some buildings and facilities at UCI may have individual hours, which could vary throughout the year. In these cases, the UCI campus buildings and facilities will be secured according to schedules developed by the department responsible for the building or facility.

The UCI campus utilizes multiple systems to maintain access control to campus buildings. These include physical keys, electronic locks programmed to open at pre-determined times, and proximity electronic keys. More sensitive areas of the campus utilize biometric locks, camera systems, and alarm systems that are directly linked to the UCI Police Department Dispatch Center. The UCI Police Department Officers conduct routine patrols to monitor security-related matters at UCI buildings and other facilities.

In order to ensure that only authorized individuals have access to UCI buildings and facilities, it is essential that students, staff and faculty work together to keep doors of all buildings and other facilities closed after hours. Do not leave doors propped open or unlocked after hours. Do not open the door for individuals you do not know. If your campus keys or other access cards are lost or stolen, report this information immediately to the issuing party/department or contact the UCI Police Department at (949) 824-5223.

Emergency situations may require changes or alterations to posted building and other facility schedules. Buildings, facilities and other areas at UCI that are reported or determined to be problematic in certain ways may have security surveys and assessments conducted, including lighting, landscaping, access control, alarm monitoring, and other assessments. Members of the UCI Police Department, UCI Facilities Management, and others may conduct security assessments for new construction, remodeling projects, and other areas conducted on an on-going basis or when requested.

UC Irvine Health maintains buildings and properties that by their nature are open and accessible to the public 24 hours per day (i.e. Non-Ambulatory Hospital and Emergency Department) or only during weekday business hours (i.e. Ambulatory Clinics). In accordance with various regulations, areas identified as "Sensitive" (as determined through Risk and Vulnerability Assessments) are provided with levels of access control supported by locking devices (i.e. key locks and key card access controls). Varying levels of clearances are assigned based on position, need for access to patient populations, and other medical related access requirements.

11.2 *Residential Facilities*

UCI is the size of a small city providing residential housing to UCI staff and faculty and approximately 16,000 students residing in on-campus student housing residential facilities. Student Housing facilities range from apartments designed for married students and employees with children, to multi-student apartments and residence halls. UCI Student Housing is comprised of ten different communities, six which are owned and operated by UCI Student Housing and four which are owned and operated by a third party company. Specifically, UCI Student Housing is comprised of the following housing communities: Middle Earth, Mesa Court, Campus Village, Arroyo Vista, Verano Place, and Palo Verde. American Campus Communities ("ACC") operates four additional student housing communities located on the UCI campus: Vista Del Campo, Vista Del Campo Norte, Camino Del Sol, and Puerta Del Sol.

The various off-campus apartment communities across the street and adjacent to the UCI campus house many UCI students and employees. However, these apartment communities are not affiliated with UCI and do not fall within UCI's Clery Act Geography for Clery Act crime reporting purposes. Security in residential areas is supplemented by Resident Advisors ("RAs") or Housing Assistants ("HAs"), or at ACC properties, with Community Assistants ("CA"). University owned and operated housing also utilizes live-on Residence Life Coordinators ("RLCs"), and ACC managed properties employ full time, live on staff members. Everyone in a community has a responsibility to maintain the safety and well-being of the individuals in the community. Students must report any violation of the UCI Student Housing policies and/or student code of conduct to an RA to the UCI Housing Office, or to ACC CA's or management staff. Students who are not actively involved in a UCI policy violation, but who accede to them, may be subject to the student conduct process. Be aware of what is happening in living areas and take responsibility for developing a positive environment. Any dangerous behavior should be reported to the community Housing Office and/or the UCI Police Department immediately and is subject to disciplinary action.

Access control to UCI on-campus student housing facilities is limited to building residents, their authorized guests, and other approved members of the university community. These on-campus student housing facilities are secured 24 hours a day, 7 days a week and require either a key or card key to access the facilities. Over extended breaks or during emergency situations, changes or alterations to any access control schedules may occur. Access or attempted access to a room or facility without authorization is not permitted. Also, access or attempted access through a window is not permitted. Students may not reproduce UCI or Student Housing keys, loan keys to another party, manipulate locks or door handles to gain entry without a key, or misuse a key or electronic key card. These are violations of the UCI student conduct code and a Student Housing contract. Residents are cautioned against permitting strangers to enter the buildings and are urged to require individuals seeking entry to use their approved access method to the building.

- Arroyo Vista Student Housing – all doors/access to houses are by card key and/or hard key for residents. Housing staff have access to houses for work related issues (i.e. repairs, cleaning, resident relations).
- Campus Village Student Housing – all doors to apartments are by hard key for residents. Housing staff have access to apartments for work related issues (i.e. repairs, cleaning, resident relations).
- Mesa Court Student Housing – all hall and resident room doors/access are by card key and/or hard key for residents. Housing staff have access to houses for work related issues (i.e. repairs, cleaning, resident relations).
- Middle Earth Student Housing – all hall and resident room doors/access are by card key for residents. Housing staff have access to houses for work related issues (i.e. repairs, cleaning, resident relations).
- Palo Verde Student Housing – all door access to apartments are by hard key for lease holders. Housing staff have access to apartments for work related issues (i.e. repairs, cleaning, resident relations)
- Verano Place Student Housing – all doors to apartments are by hard key for lease holders. Housing staff have access to apartments for work related issues (i.e. repairs, cleaning, resident relations).
- ACC Housing Communities – all doors to apartments are by hard key or electronic key for lease holders. ACC staff have access to apartments for work related issues (i.e. repairs, cleaning, resident relations).

Occasionally, residents may wish to have family members or friends visit or stay with them overnight. Overnight guest visitation in UCI Student Housing is restricted to no more than one person at a time for 3 days within a two-week period. ACC student resident overnight visitors are restricted to no more than 4 days per visit and no more than four days per term. Each resident is responsible for the behavior of their guests while on campus and in the housing communities. The host must be a resident and must receive the permission of his or

her roommates(s)/apartment-mates prior to inviting guests. Guests may not sleep in public common areas and must have identification on them at all times. Guests who cause a disruption or violate policies are the responsibility of their host. UCI Student Housing has the right to restrict specific guests if they have been disruptive or have violated UCI Student Housing or UCI policies. All residents are expected to respect the rights of people with whom they live. Residents and their guests must cooperate with and act respectfully toward UCI and ACC personnel who are acting in the performance of their duties. Residents and guests must show identification, when requested. This includes, but is not limited to, interactions with all UCI Student Housing staff (both professional and student staff), UCI Dining Service staff and the UCI Police Department.

Theft is the most prevalent crime that occurs in the residential areas. Residents are encouraged to be exercise prudence and caution with respect to their personal safety and security within UCI Student Housing. UCI Police Department encourages all residents, guests and other visitors at UCI to be aware of their surroundings and the presence of unknown persons in your communities. All residents are encouraged not to leave their belongings unattended. All residents and lease holders in all UCI on-campus student housing facilities are reminded to lock all doors and windows throughout the year.

11.3   Solicitors

Door-to-door solicitation of products, services or other items is prohibited at UCI. Residents are encouraged to report the presence of solicitors to residential life personnel and/or the UCI Police Department. Residents are also advised to keep their resident hall or apartment doors locked at all times. Residents are encouraged to ask for assistance from any residential life staff member, Resident Advisor (RA), Community Assistant (CA) or UCI Police Department Officer. Additionally, residents may not operate a business or sell products or services for personal profit from housing facilities, unless it is part of a pre-approved, UCI Student Housing sponsored event.

11.4   Shuttle Bus Service

Anteater Express shuttle buses provide safe transportation around the UCI campus and from satellite UCI parking lots for residents, commuters, and visitors. Shuttle bus drivers provide additional eyes and ears for the UCI Police Department. Anteater Express operates a variety of shuttle routes during the Fall, Winter, Spring, and Summer quarters. For general information on the Anteater Express shuttle, shuttle routes, and shuttle stops, please visit http://www.shuttle.uci.edu or call (949) 824-5547.

UC Irvine Medical Center operates a shuttle service provided through the Parking and Transportation Services ("PTS") Program for patients, visitors, students and employees. A shuttle service between the UCI Medical Center and UCI campus is also provided in support of the campus and UCI Medical Center's Rideshare Alternatives Program initiative.

11.5   Parking Lots, Structures, and Services

UCI Transportation and Distribution Services manages all parking-related services on the UCI main campus. UCI maintains specific parking lots with dedicated parking stalls for those students living in on-campus student housing facilities who have a valid parking permit.

UCI also has 5 parking structures http://www.parking.uci.edu/parking/kiosks.cfm/, each containing more than 1,000 parking spaces. These parking structures include Anteater Parking Structure, Student Center Parking Structure, Social Science Parking Structure, Mesa Parking Structure and East Campus Parking Structure.

UCI Transportation operates a Motorist Assist Program / VIP Service Program, 7 days a week, from 7:00 a.m. to 11:00 p.m. This service is provided on the UCI campus at no charge to all UCI affiliates. Services include jump-starts, tire sealant for your vehicle or bicycle, lockout service, use of a gas can, and an emergency ride home program from the UCI campus. Service limitations may apply. You may call (949) 824-VIPS (8477) for more information or to request use of this service.

In order to reduce the chance of property loss while your vehicle is parked at UCI, never leave your vehicle running, unlocked, keys in the ignition or the windows rolled down. Keep all valuables out of sight. Use security devices such as a car alarm, steering wheel lock and/or a fuel/electric cut-off switch. When approaching your vehicle, have the keys in your hand and remember to look inside your vehicle before you get in. For emergencies, each parking structure has blue light emergency call boxes located on each level. Each blue light emergency call box directly connects to the UCI Police Department.

11.6   Security Considerations in Maintenance of Campus Facilities

UCI and UCI Medical Center Facilities Management, as well as ACC maintenance staff, are responsible for providing campus buildings and grounds that meet the University's requirements, have an environmentally acceptable atmosphere for students, faculty and staff, and ensure the health and safety of all personnel. Facilities and landscaping are maintained in a manner that minimizes hazardous conditions.

Additionally, the UCI Police Department Community Service Officer ("CSO") program works in conjunction with UCI Facilities Management to perform lighting checks of the entire UCI campus on a quarterly basis. Additionally, UCI Police Department officers regularly patrol the UCI campus, ACC managed housing properties and UCI Medical Center campus and report malfunctioning lights, poorly lit areas, security deficiencies and other unsafe physical conditions. This information is forwarded to UCI Facilities Management. Also, the CSO program performs quarterly checks of the emergency blue light communication system across the UCI campus and ACC managed properties. Emergency blue light terminals are inspected to ensure they are functioning properly.

UCI Transportation Parking Enforcement Representatives conduct safety checks in the UCI parking structures on a nightly basis in an

attempt to locate and address anything that may be of concern. Moreover, UCI Transportation and Distribution Services staff perform site assessments of parking lots and parking structures on an as needed basis, these staff address issues with respect to lighting and structural issues as well as roadway hazards, crosswalk enhancements and placement of signage.

The UC Irvine Health Security & Parking Services Department regularly monitors insufficient lighting and trip hazards reporting deficiencies through Maintenance Connection. Security officers will conduct lighting studies if needed based on a risk and vulnerability assessment or if requested by UC Irvine Health administration.

Other members of the UCI community are encouraged to report building, facility and equipment problems or unsafe conditions by contacting the Facilities Service Desk at 949-824-5444 between the hours of 7:00 a.m. and 4:30 p.m. After hours, please call the UCI Central Plant directly at 949-824-5520. Additionally, the UCI Facilities Management Lock and Security Shop maintain access control systems for campus buildings and facilities on the UCI campus and can be reached at (949) 824-4870.

12.0   Illegal Weapons

California state law and UCI policy prohibit the possession or control of any firearms, deadly weapons, explosive devices, fireworks, nunchakus, metal knuckles, shurikens, billy clubs, saps, or any other deadly weapons or prohibited knives, while on any UCI property or building facility, including the UCI Medical Center, except as required in the lawful course of business or as authorized by the UCI Chief of Police. Anyone found in violation of the university's policies will be subject to the disciplinary policies and procedures applicable to students, staff and faculty, and/or criminal prosecution by the appropriate jurisdiction.

A weapon is basically anything somebody could use to hurt somebody else. Weapons could include a gun, knife, pepper spray, hands, fists, feet, and any available object that could be used to hurt another person. Specifically, California Penal Code section 626.9 prohibits any person from bringing or possessing a firearm upon the grounds of a University of California campus, or any property owned or operated by the University of California, without written permission. Similarly, California Penal Code section 626.10 prohibits any person who brings or possesses any dirk, dagger, ice pick, or knife having a fixed blade longer than 2.5 inches upon the grounds of the University of California. Moreover, pursuant to California Penal Code section 16590, the possession of an undetectable firearm, cane gun, wallet gun, zip gun, belt buckle knife, blackjack, etc. is prohibited by law. Under California Penal Code section 417, it is illegal for any person to exhibit a firearm or any deadly weapon in a rude, angry, or threatening manner, or unlawfully using the same in any fight or quarrel. Any person found to be in violation of any weapons law is subject to arrest, prosecution and imprisonment.

13.0   Alcohol, Drug and Substance Abuse Policies

The possession, use, and sale of alcoholic beverages is prohibited at UCI and the UCI Medical Center and enforcement of California underage drinking laws will be enforced by the UCI Police Department. Additionally, the possession, use, and sale of illegal drugs is prohibited at UCI and the UCI Medical Center and enforcement of both State and Federal drug laws will be enforced by the UCI Police Department.

13.1   *UCI Policy on and Enforcement of the Possession, Use and Sale of Illegal Drugs*
The UCI campus and the UCI Medical Center campus has been designated *Drug Free*. The possession, sale, manufacture and distribution of any controlled substance is illegal under both state and federal laws. These laws are strictly enforced by the UCI Police Department. Violators of these laws are subject to UCI disciplinary action (for affiliated members of the institution), criminal prosecution, fine and imprisonment.

13.2   *UCI Policy on and Enforcement of Possession, Use and Sale of Alcoholic Beverages*
The possession, use and sale of alcohol on the UCI campus is governed by UCI Alcohol Policy and California state law. Law regarding the possession, use, sale, consumption, and furnishing of alcohol is controlled by the California Department of Alcohol and Beverage Control (ABC). The enforcement of alcohol laws on the UCI campus and the UCI Medical Center campus is the primary responsibility of the UCI Police Department. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. These laws are strictly enforced by the UCI Police Department. Violators are subject to UCI disciplinary action (if affiliated with the institution), criminal prosecution, fine and imprisonment. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of the UCI Alcohol Policy for anyone to consume or possess alcohol in any   public/private area of the campuses without prior University approval. Organizations or groups violating alcohol/substance policies or laws may be subject to sanctions by the University.

The service and consumption of alcoholic beverages is permitted only in UCI facilities licensed to serve alcoholic beverages and at UCI events for which a "Request to Serve or Sell Alcoholic Beverages" has been approved by UCI Hospitality & Dining Services (HDS). Approval of the Request will be contingent upon completion of other requirements, such as obtaining liquor liability insurance and providing Certified Professional Servers.

A completed Request Form ("Request") with the signatures of an Approving Authority and an Event Location Approver must be submitted to HDS for each event at least 20 business days prior to each event. A diagram of all serving areas must be attached. After HDS approves the Request, HDS will send a copy of each Request to the Primary Event Representative, the Event Location Approver, and the UCI Police Department.

In addition to UCI requirements for the serving and consumption of alcoholic beverages, Sponsoring Organizations must also comply with state requirements when selling alcoholic beverages. An alcoholic beverage license from the ABC is required under all circumstances.

For more information regarding the UCI Alcohol Policy please visit http://www.policies.uci.edu/policies/pols/900-13.html

13.3 *Drug and Alcohol-Abuse Education Programs*

UCI students and employees with substance abuse problems (including alcohol) create a health and safety risk for themselves and for others. Such abuses can also result in a wide range of serious emotional and behavioral problems. UCI and the UCI Medical Center make available to students and employees a wide variety of alcohol and substance abuse programs. These programs are designed to discourage the use of illegal substances and to educate students and others as to the merits of legal and responsible alcohol consumption.

UCI Counseling Services and Alcohol/Other Drug (AOD) Task Force provide counseling and referral services to students who suffer from a substance abuse problem. Group and individual counseling sessions are available to students at no cost. All information regarding any contact or counseling is confidential and will be treated in accordance with UCI policies, state and federal laws. A student's decision to seek assistance will not be used in connection with any academic determination or as a basis for disciplinary action.

The Health Education Center (Center) offers a comprehensive alcohol and other drug prevention program. The Center also provides a wide variety of trainings and workshops on the topic of AOD issues. For more information, contact the Center at (949) 824-9355 or visit the Center's website at www.HealthEducation.uci.edu. The Center also promotes safe practices, responsibility and awareness around alcohol consumption and other drugs. A professional health educator or trained peer educators are available to provide presentations on alcohol and other drug topics. In addition to alcohol and other drugs, the Center has developed programs on topics such as General Health & Wellness, Body Image and Eating Disorders, Mental Health Awareness, Nutrition, Sexual Health, and Stress and Time Management.

UCI and UCI Medical Center employees who have substance abuse problems are encouraged to seek assistance through the UCI Guidance Resources Program, which is an Employee Assistance Program (EAP) and provides comprehensive Work-Life services. For more information please call 1-844-UCI-EAP3 (824-3273) to speak to a master's or doctoral level professional who will guide you to the appropriate services you require. Additionally, you may visit Guidance Resources online at www.guidanceresources.com and enter UCI's Company ID: UCIEAP3.

In compliance with the *Drug-Free Schools and Communities Act of 1989*, UCI offers various drug and alcohol abuse prevention and education programs that are made available to students, staff and faculty. Below is a list and brief description of the programs that are offered throughout the year:

Intervention / Strategy	Brief Description
AOD Consultation	One-on-one consultation using brief motivational techniques focusing on violations for use of substances other than alcohol including marijuana, prescription drugs and illicit drugs. The goal of the consultation is to educate students about the effects of illicit drug use, to promote self-evaluation of drug use habits and to facilitate the acquisition of effective coping strategies to make informed decisions and reduce the risk and harm associated with drug use.
Alcohol Awareness Class	Two session class assigned as a first-level sanction for alcohol policy violations. This class uses interactive journaling and motivational interviewing techniques. The goals of the class are to educate students about the effects of alcohol use, to encourage students to implement the skills of alcohol-related risk reduction and to facilitate the acquisition of effective coping strategies so that students can make informed decisions and reduce their alcohol-related risk and harm.
BASICS	Brief Alcohol Screening and Intervention for College Students (BASICS) is an evidence-based strategy utilizing brief motivational interviewing techniques. It is generally assigned as a sanction for higher level first violations or as a follow-up to the Alcohol Awareness Class for second violations. The goal of BASICS is to educate students about the effects of alcohol, to promote self-evaluation of drinking habits and to facilitate the acquisition of effective coping strategies to make informed decisions and reduce the risk and harm associated with drug use.
E-CHUG	A brief online assessment for personal alcohol use that provides individualized feedback, some based on campus and national norms. This intervention is generally assigned as part of a sanction, but all students can access the assessment and use it if they choose.
E-TOKE	A brief online assessment for personal marijuana use that provides individualized feedback, some based on campus and national norms. This intervention is generally assigned as part of a sanction, but all students can access the assessment and use it if they choose.
Tobacco/ Smoking Cessation	Tobacco/Smoking cessation services are available to students, faculty and staff through the Center for Student Wellness & Health Promotion (for students) and by community partners who come to campus to provide workshops open to students, faculty and staff.
Smoke Free Tobacco Free Task Force	The campus has a Smoke/Tobacco-Free Task Force that works on the implementation strategies of the UC system-wide smoke/tobacco free policy that went into effect at UCI on January 1, 2014.

Smoke Free Tobacco Free Policy	Along with the rest of the UC system, UCI implemented a smoke/tobacco free policy on January 1, 2014. This policy bans all tobacco and related products (including smokeless tobacco, e-cigarettes and vaping products) on all campus property.
AOD Task Force	A comprehensive coalition/task force made up of campus and community partners that meets quarterly to address the needs and concerns of both the campus and community on AOD issues.
Campus Social Host Ordinance	UCI Police Department implemented a campus version of the social host ordinance. The intent is to provide a means to hold those accountable for hosting social events that require a response by the UCI Police Department and/or have violations of campus policy or laws that occur.
Community Social Host Ordinances	Several communities in the UCI area, including the City of Irvine, have implemented new social host and/or loud/disruptive social gathering ordinances to address social gathering that require some sort of response by law enforcement. These ordinances hold the host responsible for the costs of calls/response and any violations that occur/cited.
TiPS Training	TiPS training is a standardized training (developed by Health Communications, Inc.) geared toward training servers of alcohol. It focuses on recognizing basic signs of intoxication, how to intervene appropriately to prevent intoxication and/or handle someone who is already intoxicated, and how to create an environment that supports responsible social behavior and environments where alcohol is present. The specific TiPS University program is designed to train students on the role they can take with their peers in social environments. TiPS training is used to train catering and concessions staff, UCI campus pub staff, and selected student groups including Peer Health Educators.
Greek Bus Program	This program is designed to address the issue of off campus events/parties hosted by Greek letter organizations. These large events involve students going to an off-campus venue for an organized social event. The goal is to minimize the occurrence and potential consequences from impaired driving. By organizing alternative transportation, and a sober designated driver (i.e. the bus driver), students attending these events would not be driving drunk and/or riding with a drunk driver.
Educational Workshops	Educational workshops focus on providing educational information, normative information and skill training including how to party safe, create a plan when socializing and access to resources on and off campus.
Educational Programming	A wide variety of large and small scale educational events and programs including speakers, tabling and videos to relay educational information, provide skill training and refer students to resources on and off campus.
FIRST Module	First-year Internet Required Safety Training (FIRST) is a 20-minute online module that covers basic alcohol education, campus policies and resources on alcohol and sexual assault. Completion of this training is required for all incoming freshmen and transfer students.
OTS/RADD Grant	The OTS/RADD Grant (2009-2014) is a statewide initiative involving multiple campuses across California. The California College DUI Awareness Project partners with the non-profit agency RADD to recruit establishments where students socialize who are willing to reward designated drivers with an incentive (usually free non-alcoholic drinks, appetizers, desserts, etc.). The partner establishments are then promoted to students to use when they go out in groups to socialize, encouraging them designate a sober driver who will receive the benefits from the partner establishments.
Peer Education Program	The AOD Programs Manager trains selected student volunteers on AOD trends, campus norms and address campus needs around AOD. Students learn to facilitate workshops, develop programs and conduct outreach. The goal of the peer health educator program is to empower students to motivate their peers to make healthy lifestyle choices and connect students to resources for help.

14.0 Preparation of the Annual Security Report ("ASR") and Annual Fire Safety Report ("AFSR")

14.1 Purpose of the ASR and AFSR

Under the Clery Act, UCI and the UCI Medical Center have immediate, on-going, and annual requirements. This ASR is updated and published annually and contains safety and security-related policy statements, procedures and crime statistics (crime statistics for the last three calendar years). UCI and the UCI Medical Center distribute the ASR and AFSR to all current students, staff and faculty. UCI and UCI Medical Center also inform prospective students, staff and faculty about the availability of these reports.

14.2 ASR and AFSR Annual Notification Requirement and Distribution

The ASR and AFSR are distributed in compliance with the requirements of the Clery Act. Specifically, both reports are distributed to all currently enrolled students and all current employees by October 1 each year. Both reports are also distributed to prospective students (i.e. any individuals who have contacted UCI requesting information about admission) and prospective employees (i.e. any individuals who have contacted UCI and the UCI Medical Center requesting information concerning employment) upon request.

UCI Police Department distributes an individual notice about the ASR and the AFSR to each student and employee by October 1 of each year via various publication outlets and mediums. The notice generally includes a statement of the reports' availability, a brief description of the information contained within the reports, a direct link to the internet website at which the report is posted and information regarding where paper copies of the reports may be obtained upon request.

The ASR and the AFSR are distributed as two separate report documents. The AFSR may be directly accessed by visiting the following website: http://www.ehs.uci.edu/programs/fire/UCI_HEOA_Report.pdf.

14.3 ASR and AFSR Preparation Process

The UCI Police Department has primary responsibility for coordinating and compiling the information contained within the ASR by working with various individuals and departments from around UCI and the UCI Medical Center. Input from a variety of individuals is important in order to convey the latest and most updated information. In addition to reviewing all UCI Police Department police reports, the UCI Police Department coordinates with the UCI Office of Student Conduct, UCI Housing Student Conduct and Governance Office, and each of the American Campus Community ("ACC") student housing properties to collect and reconcile Disciplinary Referral statistic data related to liquor law violations, drug law violations and weapon law violation reportable data. The UCI Police Department also coordinates the collection and reconciliation of all UCI and UCI Medical Center Campus Security Authority ("CSA") reports to ensure proper classification of crime reports.

The Environmental Health & Safety (EH&S) Fire Marshal on the UCI campus has primary responsibility for coordinating and compiling the information contained within the AFSR. The UCI campus Fire Marshal works closely with the UCI Police Department in reconciling all reported fires within UCI on-campus student housing facilities as well as the investigation of arson crime statistics reported within the ASR crime statistic data.

Moreover, the following systems are available to members of the larger community who are interested in receiving notification information regarding emergencies on the UCI campus:

- Zot Radio AM 1690
- KUCI Radio FM 88.9
- Facebook http://facebook.com/UCIrvinePD
- Twitter http://twitter.com/UCIrvinePD
- Nixle http://nixle.com/University-of-California-Irvine-Police-Department

15.0 Clery Crime Statistics

15.1 *Clery Crime Statistics, Sources and Unfounded Crime Reports*

Pursuant to Clery Act requirements, the UCI Police Department has the responsibility to collect, classify, score and report crime statistics to the U.S. Department of Education and the UCI and UCI Medical Center current and prospective students, faculty and staff. Clery crimes are reported to the Department of Education via a web-based online reporting tool and to the campus communities in the ASR. Statistical crime reporting requirements vary depending upon the governmental recipient. Mandated reporting requirements regarding crime statistic data to the FBI is different from the mandated federal U.S. Department of Education Clery crime reporting requirements. For example, Clery crime reporting requires the reporting of disciplinary referral data for drug, weapon and liquor law violations that is not required by either state or federal law enforcement entities who also mandate certain reporting. Clery crime statistic data is also collected from non-law enforcement personnel called Campus Security Authorities ("CSA") as well as outside law enforcement agencies who may have jurisdiction over certain UCI and UCI Medical Center locations classified as "non-campus buildings and property."

This section of the ASR contains Clery crime statistic data that has been compiled from the 2014 calendar year, which is the most recent calendar year that the Clery Act requires crime statistic data to be reported. This section also contains crime statistic data from calendar years 2013 and 2012, the previous two most recent calendar years in which crime statistic data was reported. Crime statistic under the Clery Act is disclosed based on where a crime occurs, to whom the crimes were reported, the types of crimes that were reported, and the year in which the crimes were reported.

Many crimes are not directly reported to the UCI Police Department. As such, by collecting Clery Act crime statistic data through established guidelines from other sources, UCI is able to obtain a more accurate count of crimes on the UCI Campus, UCI Medical Center campus, as well as all affiliated public property and non-campus building and property locations.

A crime is reported for Clery Act purposes when a witness, a victim, a third party or the offender, regardless of that person's affiliation, brings a crime allegation to the attention of law enforcement or a Campus Security Authority ("CSA"), including the UCI Police Department. In turn, UCI discloses crimes in the statistical portion of this ASR regardless of whether the crimes have been investigated by the police, and regardless of whether a finding of guilt or responsibility has been assigned or any case has been forwarded or assigned to the District Attorney's office.

Clery crime statistic data has been compiled from UCI Police Department records, UC Irvine Health Security & Parking Services Department records, data from non-law enforcement personnel identified as CSAs and outside law enforcement agencies that have jurisdiction over UCI and UCI Medical Center Clery reporting geography known as "non-campus buildings and property." It is important to note that some of the requests from outside law enforcement agencies that have jurisdiction over non-campus locations, returned 2014 statistical data that was not available in a usable format for Clery reporting.

Clery Act Crimes
UCI and the UCI Medical Center report to the U.S. Department of Education, and disclose in the ASR, Clery crime statistics for the 3 most recent calendar years concerning the number of each of the following crimes that occurred on or within the UCI Clery Act Geography and that are reported to local police agencies or to CSAs:

- Primary crimes: (1) Murder and non-negligent manslaughter; (2) Negligent manslaughter; (3) Rape; (4) Fondling; (5) Incest; (6) Statutory rape; (7) Robbery; (7) Aggravated assault; (8) Burglary; (9) Motor vehicle theft; and (10) Arson.

- Arrests and referrals for disciplinary action: (1) Arrests for liquor law violations, drug law violations, and illegal weapons possession; (2) Persons affiliated with UCI or UCI Medical Center who are referred for campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.
- Hate crimes: (1) The number of each type of crime above that is determined to be a hate crime; and (2) The number of the following crimes that are determined to be hate crimes: (a) Larceny-theft, (b) Simple assault, (c) Intimidation, and (d) Destruction/damage/vandalism of property.
- Crimes added by the Violence Against Women Act ("VAWA"): (1) Dating violence, (2) Domestic violence, and (3) Stalking.

Unfounded Crime Reports

A reported Clery crime to UCI Police Department may not be withheld or subsequently removed from the Clery crime statistics data based on a decision by a court, coroner, jury, prosecutor, or other similar non-campus official. However, a reported crime may be withheld or subsequently removed from the crime statistics in the rare situation where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of a full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore "unfounded." Only sworn or commissioned law enforcement personnel may "unfound" a crime report. It is important to note that the recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution, or the failure to make an arrest do not "unfound" a crime report.

As of 2015, UCI and UCI Medical Center will report to the U.S. Department of Education, and disclose in the ASR crime statistics the total number of Clery Act crime reports that were "unfounded" and subsequently withheld from the crime statistics, beginning with 2014 calendar year Clery crime statistics.

UCI Campus – 2014 Clery Crime Statistics

Clery Crime Offense (Crimes Reported By Hierarchy)	Year	UCI - On Campus Property			UCI -Non-Campus Property			UCI - Public Property			Grand Total	Residential Facilities*	Unfounded Crimes
		UCI PD	Other PD	CSA Report	UCI PD	Other PD	CSA Report	UCI PD	Other PD	CSA Report			
Murder/Non Negligent Manslaughter	2014	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	2014	0	0	0	0	0	0	0	0	0	0	0	0
Rape	2014	6	0	1	0	0	1	0	0	0	8	5	0
Fondling	2014	5	0	0	0	0	0	0	0	0	5	1	0
Incest	2014	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	2014	0	0	0	0	0	0	0	0	0	0	0	1
Robbery	2014	0	0	0	0	1	0	0	0	0	1	0	0
Aggravated Assault	2014	6	0	0	0	0	1	0	1	0	8	2	0
Burglary	2014	25	0	2	0	2	0	0	0	0	29	16	0
Motor Vehicle Theft	2014	14	0	1	1	7	0	0	0	0	23	0	0
Liquor Law Arrests	2014	23	0	0	0	0	0	2	0	0	25	1	0
Drug Law Arrests	2014	30	0	0	0	8	0	3	0	0	41	4	0
Weapons Law Arrests	2014	10	0	0	0	0	0	1	0	0	11	2	0
Liquor Law Violations Referred for Disciplinary Action	2014	38	0	514	0	0	0	0	0	0	552	527	0
Drug Law Violations Referred for Disciplinary Action	2014	19	0	15	0	0	0	3	0	0	37	26	0
Weapons Law Violations Referred for Disciplinary Action	2014	2	0	0	0	0	0	0	0	0	2	2	0

Clery Crime Offense (Crimes Not Reported By Hierarchy)	Year	UCI - On Campus Property			UCI - Non-Campus Property			UCI -Public Property			Grand Total	Residential Facilities*	Unfounded Crimes
		UCI PD	Other PD	CSA Report	UCI PD	Other PD	CSA Report	UCI PD	Other PD	CSA Report			
Arson	2014	2	0	0	0	0	0	0	0	0	2	1	0
Domestic Violence	2014	10	0	0	0	2	0	0	0	0	12	8	0
Dating Violence	2014	8	0	1	0	0	0	0	0	0	9	6	0
Stalking	2014	7	0	3	1	0	0	0	0	0	11	1	0

Note: Residential Facility Crime Statistics are a subset of the On Campus Category. These statistics are counted in both categories.

UCI Campus Hate Crime Reporting – 2014 Clery Hate Crime Statistics

There were no hate crimes reported for the UCI campus during calendar year 2014.

UCI Medical Center ("UCIMC") – 2014 Clery Crime Statistics

Clery Crime Offense (Crimes Reported By Hierarchy)	Year	UCIMC - On Campus Property			UCIMC - Non-Campus Property			UCIMC - Public Property			Grand Total	Residential Facilities*	Unfounded Crimes
		UCI PD	Other PD	CSA Report	UCI PD	Other PD	CSA Report	UCI PD	Other PD	CSA Report			
Murder/Non Negligent Manslaughter	2014	0	0	0	0	0	0	0	0	0	0	N/A	0
Negligent Manslaughter	2014	0	0	0	0	0	0	0	0	0	0	N/A	0
Rape	2014	3	0	0	0	0	0	0	0	0	3	N/A	0
Fondling	2014	3	0	0	0	0	0	0	0	0	3	N/A	0
Incest	2014	0	0	0	0	0	0	0	0	0	0	N/A	0
Statutory Rape	2014	0	0	0	0	0	0	0	0	0	0	N/A	0
Robbery	2014	0	0	0	0	1	0	0	0	0	1	N/A	0
Aggravated Assault	2014	0	0	0	0	0	0	0	0	0	0	N/A	0
Burglary	2014	0	0	0	0	3	0	0	0	0	3	N/A	0
Motor Vehicle Theft	2014	7	0	0	0	1	0	0	0	0	8	N/A	1
Liquor Law Arrests	2014	0	0	0	0	0	0	0	0	0	0	N/A	0
Drug Law Arrests	2014	7	0	0	0	0	0	0	0	0	7	N/A	0
Weapons Law Arrests	2014	1	0	0	0	0	0	0	0	0	1	N/A	0
Liquor Law Violations Referred for Disciplinary Action	2014	0	0	0	0	0	0	0	0	0	0	N/A	0
Drug Law Violations Referred for Disciplinary Action	2014	0	0	0	0	0	0	0	0	0	0	N/A	0
Weapons Law Violations Referred for Disciplinary Action	2014	0	0	0	0	0	0	0	0	0	0	N/A	0

*Note: Residential Facility Crime Statistics are a subset of the On Campus Category. These statistics are counted in both categories. The UCI Medical Center does not have Residential Facilities on their campus, thus the designation in each category under "UCIMC – Residential Facilities" is "N/A" indicating "Not Applicable".

Clery Crime Offense (Crimes Not Reported By Hierarchy)	Year	UCIMC - On Campus Property			UCIMC - Non-Campus Property			UCIMC - Public Property			Grand Total	Residential Facilities*	Unfounded Crimes
		UCI PD	Other PD	CSA Report	UCI PD	Other PD	CSA Report	UCI PD	Other PD	CSA Report			
Arson	2014	0	0	0	0	0	0	0	0	0	**0**	N/A	0
Domestic Violence	2014	0	0	0	0	0	0	0	0	0	**0**	N/A	0
Dating Violence	2014	2	0	0	0	0	0	0	0	0	**2**	N/A	0
Stalking	2014	2	0	0	0	0	0	0	0	0	**2**	N/A	0

*Note: Residential Facility Crime Statistics are a subset of the On Campus Category. These statistics are counted in both categories. The UCI Medical Center does not have Residential Facilities on their campus, thus the designation in each category under "UCIMC – Residential Facilities" is "N/A" indicating "Not Applicable".

UCI Medical Center (UCIMC) – 2014 Clery Hate Crime Statistics

There were no hate crimes reported for the UCI Medical Center (UCIMC) during calendar year 2014.

UCI Campus – 2013 Clery Crime Statistics

UCI Campus - 2013 Clery Crime Statistics	On-Campus Property				Non-Campus Property				Public Property				Grand Total	Student Housing Facilities		
Criminal Offenses	UCIPD	Local PD	Non-Police	Sub-Total	UCIPD	Local PD	Non-Police	Sub-Total	UCIPD	Local PD	Non-Police	Sub-Total		UCIPD	Local PD	Non-Police
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0
Aggravated Assault	1	0	0	1	0	0	0	0	0	1	0	1	2	0	0	0
Burglary	30	0	0	30	0	13	0	13	0	0	0	0	43	18	0	0
Motor Vehicle Theft	16	0	0	16	0	6	0	6	0	0	0	0	22	0	0	0
Arson	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0
Sex Offenses																
Rape	7	0	1	8	0	0	0	0	0	0	0	0	8	7	0	1
Forcible Fondling	3	0	2	5	0	2	0	2	0	0	0	0	7	2	0	2
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Criminal Offenses added by Violence Against Women Act																
Dating Violence	14	0	0	14	0	0	0	0	0	0	0	0	14	9	0	0
Domestic Violence	7	0	0	7	0	0	0	0	0	0	0	0	7	4	0	0
Stalking	1	0	0	1	0	0	0	0	0	0	0	0	1	1	0	0
Arrests and Referrals																
Liquor Law Arrest	29	0		29	0	0		0	7	0		7	36	0	0	
Liquor Law Violation Referred for Disciplinary Action	21		427	448	0		0	0	0		0	0	448	0		424
Drug Law Arrest	60	0		60	0	2		2	16	3		19	81	12	0	
Drug Law Violation Referred for Disciplinary Action	19		26	45	0		0	0	0		0	0	45	19		26
Illegal Weapons Possession Arrest	7	0		7	0	0		0	0	0		0	7	1	0	
Illegal Weapons Possession Referred for Disciplinary Action	1		1	2	0		0	0	0		0	0	2	1		1
The Student Housing Facilities section is a subset of the On-Campus Property category which is specific to student dormitories and other student residential facilities.																

UCI Campus Hate Crime Reporting – 2013 Clery Crime Statistics

There were no hate crimes reported for the UCI campus during calendar year 2013.

UCI Medical Center (UCIMC) – 2013 Clery Crime Statistics

University of California, Irvine Medical Center Campus - 2013	On-Campus Property				Non-Campus Property				Public Property				Grand Total
Criminal Offenses	UCIPD	Local PD	Non-Police	Sub-Total	UCIPD	Local PD	Non-Police	Sub-Total	UCIPD	Local PD	Non-Police	Sub-Total	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	1	0	0	1	0	0	0	0	0	0	0	0	1
Burglary	2	0	0	2	0	1	0	1	0	0	0	0	3
Motor Vehicle Theft	1	0	0	1	0	2	0	2	0	0	0	0	3
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses													
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Fondling	5	0	0	5	0	0	0	0	0	0	0	0	5
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0
Criminal Offenses added by Violence Against Women Act													
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	2	0	0	2	0	0	0	0	0	0	0	0	2
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests and Referrals													
Liquor Law Arrest	0	0		0	0	0		0	0	1		1	1
Liquor Law Violation Referred for Disciplinary Action	0		0	0	0		0	0	0		0	0	0
Drug Law Arrest	1	0		1	0	1		1	0	3		3	5
Drug Law Violation Referred for Disciplinary Action	0		0	0	0		0	0	0		0	0	0
Illegal Weapons Possession Arrest	0	0		0	0	1		1	0	2		2	3
Illegal Weapons Possession Referred for Disciplinary Action	0		0	0	0		0	0	0		0	0	0

UCI Campus Hate Crime Reporting – 2013 Clery Crime Statistics

There were no hate crimes reported for the UCI Medical Center (UCIMC) during calendar year 2013.

UCI Campus and UCI Medical Center Campus – 2012 Clery Crime Statistics

University of California, Irvine and UCI Medical Center 2012	On-Campus Property				Non-Campus Property				Public Property				Grand Total	Student Housing Facilities		
Criminal Offenses	UCIPD	Local PD	Non-Police	Sub-Total	UCIPD	Local PD	Non-Police	Sub-Total	UCIPD	Local PD	Non-Police	Sub-Total		UCIPD	Local PD	Non-Police
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	2	0	0	2	0	0	0	0	0	0	0	0	2	1	0	0
Aggravated Assault	3	0	0	3	3	0	0	3	0	0	0	0	6	3	0	0
Burglary	44	0	0	44	0	2	0	2	0	0	0	0	46	27	0	0
Motor Vehicle Theft	12	0	0	12	2	0	0	2	0	0	0	0	14	0	0	0
Arson	3	0	0	3	0	0	0	0	0	0	0	0	3	1	0	0
Sex Offenses, Forcible																
Forcible Rape	5	0	1	6	0	0	0	0	0	0	0	0	6	5	0	1
Forcible Sodomy	2	0	0	2	0	0	0	0	0	0	0	0	2	1	0	0
Sexual Assault w/ Object	0	0	0	0	1	0	0	1	0	0	0	0	1	0	0	0
Forcible Fondling	2	0	2	4	2	0	0	2	0	0	0	0	6	0	0	1
Sex Offenses, Non-forcible																
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests and Referrals																
Liquor Law Arrest	25	0	0	25	0	0	0	0	0	0	0	0	25	1	0	0
Liquor Law Violation Referred for Disciplinary Action	56		551	607	0		0	0	9		0	9	616	1		538
Drug Law Arrest	37	0	0	37	2	1	0	3	1	0	0	1	41	9	0	0
Drug Law Violation Referred for Disciplinary Action	11		17	28	0		0	0	0		0	0	28	4		14
Illegal Weapons Possession Arrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Referred for Disciplinary Action	1		0	1	1		0	1	0		0	0	2	1		0

The Student Housing Facilities section is a subset of the On-Campus Property category which is specific to student dormitories and other student residential facilities.

Please note: The table above represents **combined** crime statistics from the UCI campus and the UCI Medical Center (UCIMC).

UCI Campus Hate Crime Reporting – 2012 Clery Crime Statistics

There were no hate crimes reported for the UCI Campus during calendar year 2012.

UCI Medical Center (UCIMC) Hate Crime Reporting – 2012 Clery Crime Statistics

There was one (1) UCI Medical Center (UCIMC) on-campus simple assault crime characterized by racial bias during calendar year 2012.

Clery Crime Hierarchy Counting Rules – FBI Uniform Crime Reporting Program

In cases where more than one crime offense occurs in an incident, only the highest ranking offense is counted pursuant to the FBI Uniform Crime Reporting (UCR) Program standards that are followed under the Clery Act.

- **The Clery crimes hierarchy rule is**:
    - (1) Criminal Homicide
        - (1)(a) Murder and Non-Negligent Manslaughter
        - (1)(b) Negligent Manslaughter
    - (2) Sex Offenses
        - (2)(a) Rape
        - (2)(b) Fondling
    - (3) Non-Forcible Sex Offenses
        - (3)(a) Incest
        - (3)(b) Statutory Rape
    - (4) Robbery
    - (5) Aggravated Assault
    - (6) Burglary
    - (7) Motor Vehicle Theft
    - (8) Arrests: Liquor, Drug, and Weapon Law Violations
    - (9) Disciplinary Referrals: Liquor, Drug and Weapon Law Violations

- **Exceptions to the Hierarchy Rule**: These offenses always count in multiple-offense situations in addition to the most serious crime in the Hierarchy:
    - (1) Domestic Violence
    - (2) Dating Violence (except Domestic Violence supersedes Dating Violence when both present in the same incident)
    - (3) Stalking
    - (4) Arson
    - (5) Hate Crimes

- **Exception to the Hierarchy Rule:** Any Murder/Non-Negligent manslaughter case that also involves a sex offense (rape, fondling, incest, or statutory rape) is counted in both crime categories and is an exception to the hierarchy rule.

Clery crime statistic data is reported based on the calendar year in which a crime report is received by the Clery Act Compliance Coordinator and/or the UCI Police Department. The collection process of Clery crimes is facilitated by the UCI Police Department Clery Act Compliance Coordinator, who works within the UCI Police Department. UCI Campus Security Authorities ("CSAs") report allegations of Clery crimes that have been reported to them in good faith. Any crime reported to a CSA must be immediately transmitted to the UCI Police Department either via email to Clery@uci.edu, via fax at (949) 824-0150, via campus mail Zot Code 4900 or delivered in-person at the UCI Police Department located at 410 East Peltason Drive, Irvine, CA 92697.

All crime reports received at the UCI Police Department (the official Clery crime reporting structure established by UCI and the UCI Medical Center) are reviewed, classified, and analyzed by the Clery Act Compliance Coordinator, Director of Administrative Services and/or the Chief of Police. Each crime report is then organized by crime offense according to the crime definitions and elements contained in the latest FBI Uniform Crime Report ("UCR") Summary Reporting System ("SRS"), the FBI Hate Crime Reporting Handbook, and/or the FBI National Incident Based Reporting System ("NIBRS"). Additionally, each crime report is organized by geographic location, according to the geographic reporting definitions contained within the Clery Act. Once classified, crimes are then tallied and placed in the appropriate Clery geographic locations within the Clery crime reporting tables above.

Clery Act geographic locations include: on-campus property, non-campus property, public property, and residential housing facilities, as defined. Separate crime statistic tables are prepared for the UCI campus and the UCI Medical Center campus since each is deemed to be its own "Separate Campus" for purposes of the Clery Act.

Stalking offenses include a statistic for each year in which the stalking course of conduct is reported. Stalking reports are recorded as occurring either at the first location within the Clery Act Geography where the stalking course of conduct occurred or the location where the victim first became aware of the stalking course of conduct.

Hate crime Reporting is a crucial component in the development of a more tolerant society and a hate free campus environment. If you have been the target of a hate crime or hate bias motivated incident, you are encouraged to report the occurrence to the UCI Police Department or to any designated Campus Security Authority ("CSA"). Under the Clery Act, the U.S. Department of Education does not collect hate crime statistics for crimes other than the enumerated Clery crimes as well as for the crimes of Larceny-Theft, Motor Vehicle Theft, Arson, Simple Assault, and intimidation/destruction/vandalism of property that has been committed based on the victim's actual or perceived race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, disability. A hate or bias related crime is not a separate, distinct crime. Rather, it is the commission of a criminal offense which is proven through investigation to be motivated by the offender's bias. A crime is considered a hate crime if sufficient objective facts are present to conclude that the offender's actions in whole or part were motivated by

bias. Each case is assessed separately and investigators are alert to misleading or feigned facts, meant to give false impression of bias. Investigators do not count an incident as a hate crime based on the victim's perception alone. The Clery Act does not collect statistics regarding hate motivated incidents. However, the UCI Police Department does collect and maintain statistics on all reported hate bias motivated crimes and incidents, separate from Clery Act crime reporting requirements.

15.2 *Clery Act Crime Reportable Geography*

The Clery Act mandates the collection, classification and reporting of crime reports that are then translated into Clery crime statistic data organized into specific geographic categories known as "UCI Clery Act Geography." Below is a description of each Clery Act geographic location as it appears in the crime statistic tables for both UCI and the UCI Medical Center. Please reference the Clery Act Geographic maps for additional detail located in the *Attachments* section of this document.

- **On-Campus:** (i) any building or property owned or controlled by UCI or the UCI Medical Center within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and (ii) any building or property that is within or reasonably contiguous to the area identified in (i) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendors).

- **Student Housing Facilities / Residential Facilities:** any student housing facility that is owned or controlled by UCI or the UCI Medical Center, or is located on any property that is owned or controlled by UCI or the UCI Medical Center, and is within the reasonably contiguous geographic area that makes up the campus, is considered an on-campus student housing facility. Only the UCI campus contains Student Housing Facilities/Residential Facilities that would be classified in the UCI Clery Act Geography.

- **Non-Campus Building or Property:** (i) any UCI or UCI Medical Center building or property owned or controlled by a student organization that is officially recognized by the institution; or (ii) any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

- **Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

The following communities have been identified as Student Housing Facilities/Residential Facilities on the UCI campus:
- Middle Earth (UCI Student Housing)
- Mesa Court (UCI Student Housing)
- Arroyo Vista (UCI Student Housing)
- Campus Village (UCI Student Housing)
- Palo Verde (UCI Student Housing)
- Verano Place (UCI Student Housing)
- Puerta del Sol (ACC Student Housing)
- Camino del Sol (ACC Student Housing)
- Vista Del Campo (ACC Student Housing)
- Vista Del Campo Norte (ACC Student Housing)

15.3 *Clery Crime Definitions*

The Clery Act applies the crime definitions from the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Program when classifying and counting Clery crimes. The definitions for *murder/non-negligent manslaughter, negligent manslaughter, rape, robbery, aggravated assault, burglary, motor vehicle theft, weapon law violations, drug law violations, and liquor law violations* are derived from the "Summary Reporting System (SRS) User Manual" from the FBI's UCR Program. The definitions of *fondling, incest and statutory rape* are from the "National Incident-Based Reporting System (NIBRS) User Manual" from the FBI's UCR Program. The definitions of *larceny-theft* (except *motor-vehicle theft*), *simple assault, intimidation,* and *destruction/damage/vandalism of property* are from the "Hate Crime Data Collection Guidelines and Training Manual" from the FBI's UCR Program. The definitions of *dating violence, domestic violence, and stalking* (for purposes of Clery crime statistics) are from the Code of Federal Regulations (Clery Regulations) section 668.46(a). It should be noted that Clery crime definitions used in the compiling Clery crime statistics are different than California state crime definitions that may be used by law enforcement authorities and prosecutorial agencies as well as UCI administrative policy definitions of certain crimes.

The Clery crime definitions are as follows:

Murder/Non-Negligent Manslaughter: The willful killing of one human being by another.

Negligent Manslaughter: The killing of another person through gross negligence.

Sex Offenses: Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. This definition includes male and female victims.

- a. **Rape:** Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim, including when the victim is incapable of giving consent because

of temporary or permanent mental/physical incapacity. This definition includes any gender of victim or perpetrator. This definition of Rape now includes "Sodomy" and "Sexual Assault with an Object" crime definitions.

b. **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification without consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or temporary or permanent mental or physical incapacity.

c. **Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

d. **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear (includes attempts).

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury (includes attempts and whether or not an injury has occurred).

Burglary: The unlawful entry of a structure to commit a felony or a theft (excludes burglary from vehicles). An incident must meet three conditions to be classified as a burglary: (1) there must be evidence of unlawful entry (trespass). Both forcible entry and unlawful entry - no force are counted; (2) the unlawful entry must occur within a structure (four walls, a roof and a door); and (3) the unlawful entry into a structure must show evidence that the entry was made in order to commit a felony or theft. If the intent was not to commit a felony or theft, or if the intent cannot be determined, the proper classification is "Larceny" (which is not a Clery reportable crime).

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. This applies to automobiles, trucks/buses, motorcycles, motorized carts, and other vehicles (includes all joy-riding incidents and attempts).

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft or personal property of another (includes attempts). Only fires that have been determined through an official arson investigation to have been willfully or maliciously set are counted as arson.

Domestic Violence: The term ''domestic violence'' includes felony or misdemeanor crimes of violence committed by (a) a current or former spouse or intimate partner of the victim, (b) by a person with whom the victim shares a child in common, (c) by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, (d) by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred (e) or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating violence: The term ''dating violence'' means violence committed by a person (acts that are considered "Domestic Violence" are excluded under this definition):

A. who is or has been in a social relationship of a romantic or intimate nature with the victim; and
B. where the existence of such a relationship shall be determined based on a consideration of the following factors and on the reporting party's statement:
- The length of the relationship.
- The type of relationship.
- The frequency of interaction between the persons involved in the relationship.

Stalking: The term ''stalking'' means engaging in a course of conduct (two or more acts) directed at a specific person that would cause a reasonable person to:

(A) fear for the person's safety or the safety of others; or
(B) suffer substantial emotional distress.

Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Hate Crime: A hate crime is a criminal offense committed against a person or property (any Part 1 Crime and additional crime below) which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability based upon the perception that the person or group has one or more of those characteristics. Hate Crimes must be collected and reported according to the category of bias for all Clery Part 1 Crimes as well as Additional Crimes noted below. Hate crimes are not reported for Arrests/Disciplinary Referrals for Liquor, Drug, and Weapon law violations for Dating Violence, Domestic Violence and Stalking:

A. **Clery Part 1 Crimes:** Murder, Manslaughter, Sex Offenses (Rape, Fondling, Incest, Statutory Rape), Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, and Arson.

B. **Additional Crimes** that only apply to Clery statistics IF there is a finding of a hate crime bias based on investigation:
- Larceny-Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Examples include pocket picking, purse snatching, shoplifting, theft from building, and theft from motor vehicles.
- Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.
- Intimidation: To unlawfully place another person in reasonable fear of bodily harm through

the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

- Destruction/Damage/Vandalism of Property: To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

Drug/Narcotic Law Violations: The unlawful possession, sale, use, transportation, growing, cultivation, manufacturing, making, distribution, purchase, importation of any controlled drug or narcotic substance. Also, violations of laws prohibiting the use of the equipment or devices utilized in their preparation and/or use.

Alcohol Law Violations: The unlawful possession, sale, transportation, manufacturing, purchase, use of alcoholic beverages as well as furnishing alcohol to a minor (under 21 years), maintaining unlawful drinking places, bootlegging and operating a still, using a vehicle for illegal transportation of liquor, and attempts to commit any of the above.

Weapon Law Violations: The unlawful possession or control of any firearm, deadly weapon, (including nunchakus or billy club) illegal knife or explosive device while on the property of the University of California except as required in the lawful course of business or as authorized by the UCI Chief of Police. Additionally, the unlawful manufacture, sale, purchase, transportation, possession, concealment or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.

15.4   *Other Defined Terms*

These additional defined terms are set forth in the Clery Act regulations and other sources as required:

Business Day: Monday through Friday, excluding any day when the institution is closed.

Campus: (i) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and (ii) Any building or property that is within or reasonably contiguous to the area identified in paragraph (i) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Campus Security Authority ("CSA"): (i) a campus police department or a campus security department of an institution. (ii) Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph (i) of this definition, such as an individual who is responsible for monitoring entrance into institutional property. (iii) Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses. (iv) an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. If such an official is a pastoral or professional counselor as defined below, the official is not considered a campus security authority when acting as a pastoral or professional counselor.

UCI Clery Act Geography: (i) For the purpose of collecting statistics on the crimes listed in paragraph (c) of this section for submission to the Department and inclusion in an institution's annual security report, Clery geography includes— (A) Buildings and property that are part of the institution's campus; (B) The institution's non-campus buildings and property; and (C) Public property within or immediately adjacent to and accessible from the campus. (ii) For the purposes of maintaining the crime log required in paragraph (f) of this section, Clery geography includes, in addition to the locations in paragraph (i) of this definition, areas within the patrol jurisdiction of the campus police or the campus security department.

Federal Bureau of Investigation's ("FBI") Uniform Crime Reporting ("UCR") Program: Nationwide, cooperative statistical effort in which city, university and college, county, State, Tribal, and federal law enforcement agencies voluntarily report data on crimes brought to their attention. The UCR program also serves as the basis for the definitions of crimes in the Clery Act and the requirements for classifying Clery Act crimes.

Hierarchy Rule: A requirement in the FBI's UCR program that, for purposes of reporting crimes in that system, when more than one criminal offense was committed during a single incident, only the most serious offense be counted.

Non-Campus Building or Property: (i) any building or property owned or controlled by a student organization that is officially recognized by the institution; or (ii) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Pastoral Counselor: A person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor: A person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of the counselor's license or certification.

Programs to Prevent Dating Violence, Domestic Violence, Sexual Assault, and Stalking: (i) Comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that— (A) Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and (B) Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels. (ii) Programs to prevent dating violence, domestic violence, sexual assault, and stalking include both primary prevention and awareness programs directed at incoming students and new employees and ongoing prevention and awareness campaigns directed at students and employees, as defined in paragraph (j)(2) of this section.

Public Property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Referred for Campus Disciplinary Action: The referral of any person to any campus official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

Test: Regularly scheduled drills, exercises, and appropriate follow through activities, designed for assessment and evaluation of emergency plans and capabilities.

Awareness Programs: Community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

Bystander Intervention: Safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Ongoing Prevention and Awareness Campaigns: Programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution.

Primary Prevention Programs: Programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

Risk Reduction: Options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

Domestic Violence (Definition under California Penal Code §273.5): Section 273.5(a) Any person who willfully inflicts corporal injury resulting in a traumatic condition upon a victim described in subdivision (b) is guilty of a felony, and upon conviction thereof shall be punished by imprisonment in the state prison for two, three, or four years, or in a county jail for not more than one year, or by a fine of up to six thousand dollars ($6,000), or by both that fine and imprisonment. (b) Subdivision (a) shall apply if the victim is or was one or more of the following:
    (1) The offender's spouse or former spouse.
    (2) The offender's cohabitant or former cohabitant.
    (3) The offender's fiancé or fiancée, or someone with whom the offender has, or previously had, an engagement or dating relationship, as defined in paragraph (10) of subdivision (f) of Section 243.
    (4) The mother or father of the offender's child.

Domestic Violence (UCI Administrative Policy Definition, UC Sexual Harassment & Sexual Violence Policy): Abuse committed against an adult or a minor who is a spouse or former spouse, cohabitant or former cohabitant, or someone with whom the abuser has a child, has an existing dating or engagement relationship, or has had a former dating or engagement relationship.

Domestic Violence (Clery Act Definition under Section 668.46(a)): The term ''domestic violence'' includes felony or misdemeanor crimes of violence committed by (a) a current or former spouse or intimate partner of the victim, (b) by a person with whom the victim shares a child in common, (c) by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, (d) by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred (e) or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating Violence (Definition under California Penal Code): "Dating Violence" is not defined under California law in the criminal code.

Dating Violence (UCI Administrative Policy Definition, UC Sexual Harassment & Sexual Violence Policy): Abuse committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

Dating Violence (Clery Act Definition under Section 668.46(a): Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. (i) The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. (ii) For the purposes of this definition— (A) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. (B) Dating violence does not include acts covered under the definition of domestic violence. (iii) For the purposes of complying with the requirements of this section and § 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Stalking (Definition Under California Penal Code §646.9): (a) Any person who willfully, maliciously, and repeatedly follows or willfully and maliciously harasses another person and who makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her immediate family is guilty of the crime of stalking, punishable by imprisonment in a county jail for not more than one year, or by a fine of not more than one thousand dollars ($1,000), or by both that fine and imprisonment, or by imprisonment in the state prison.

Stalking (UCI Administrative Policy Definition, UC Sexual Harassment & Sexual Violence Policy): Behavior in which a person repeatedly engages in conduct directed at a specific person that places that person in reasonable fear of his or her safety or the safety of others.

Stalking (Clery Act Definition under Section 668.46(a): (i) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to— (A) Fear for the person's safety or the safety of others; or (B) Suffer substantial emotional distress.

Sexual Assault (UCI Administrative Policy Definition, UC Sexual Harassment & Sexual Violence Policy): Occurs when physical sexual activity is engaged without the consent of the other person or when the other person is unable to consent to the activity. The activity or conduct may include physical force, violence, threat, or intimidation, ignoring the objections of the other person, causing the other person's intoxication or incapacitation through the use of drugs or alcohol, or taking advantage of the other person's incapacitation (including voluntary intoxication).

Sexual Assault (Clery Act Definition under Section 668.46(a): An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's UCR program and included in Appendix A of this subpart.

Consent (California Penal Code §261.6): Positive cooperation in act or attitude pursuant to an exercise of free will. The person must act freely and voluntarily and have knowledge of the nature of the act or transaction involved. A current or previous dating or marital relationship shall not be sufficient to constitute consent. Consent is *informed*. Consent is an affirmative, unambiguous, and conscious decision by each participant to engage in mutually agreed-upon sexual activity. Consent is *voluntary*. It must be given without coercion, force, threats, or intimidation. Consent means positive cooperation in the act or expression of intent to engage in the act pursuant to an exercise of free will.
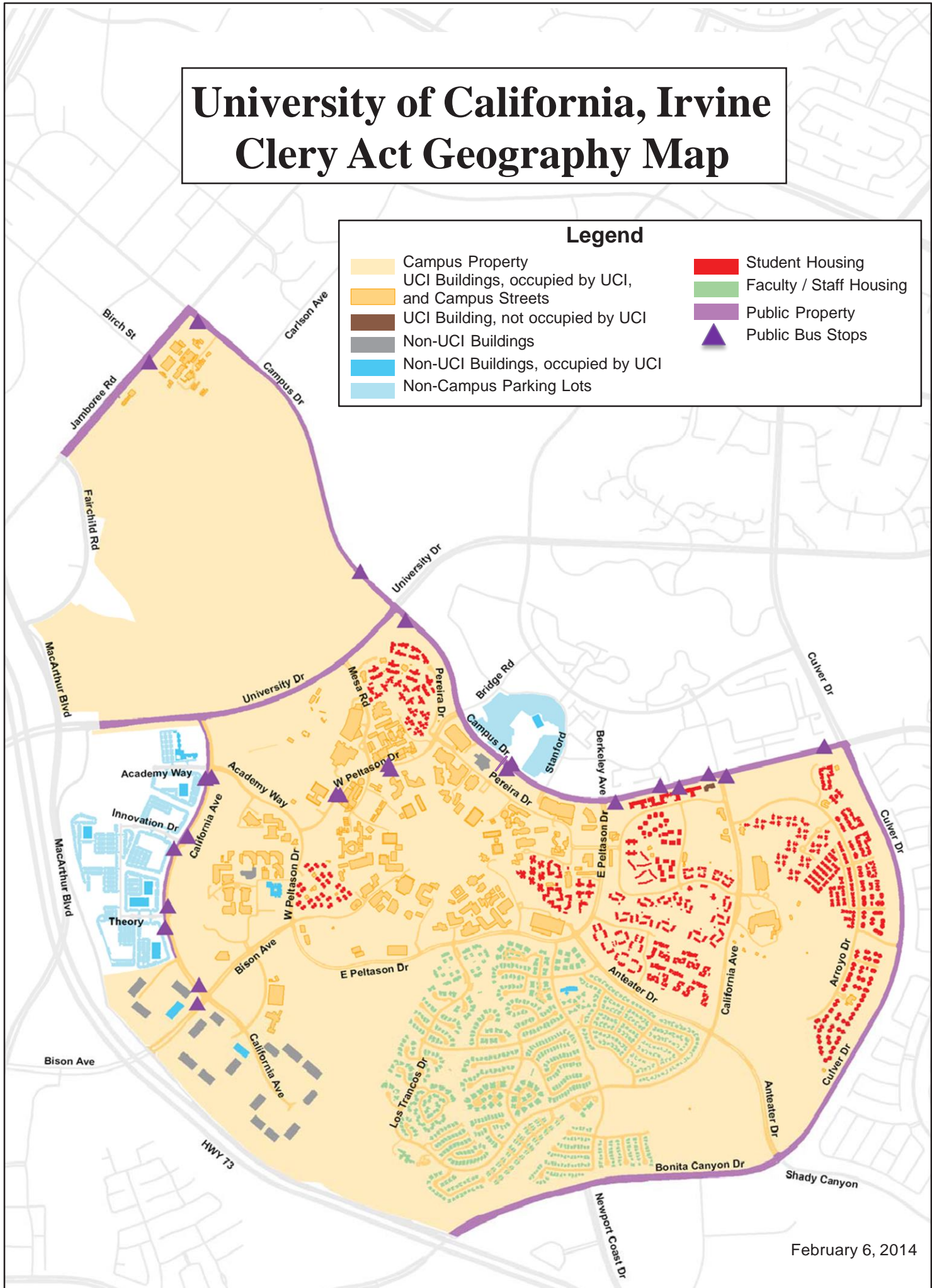
Consent (UCI Administrative Policy Definition, UC Sexual Harassment & Sexual Violence Policy): Consent is *revocable*. Consent to some form of sexual activity does not imply consent to other forms of sexual activity. Consent to sexual activity on one occasion is not consent to engage in sexual activity on another occasion. A current or previous dating or sexual relationship, by itself, is not sufficient to constitute consent. Even in the context of a relationship, there must be mutual consent to engage in sexual activity. Consent must be ongoing throughout a sexual encounter and can be revoked at any time. Once consent is withdrawn, the sexual activity must stop immediately. Consent cannot be given when a person is *incapacitated*. A person cannot consent if s/he is unconscious or coming in and out of consciousness. A person cannot consent if s/he is under the threat of violence, bodily injury or other forms of coercion. A person cannot consent if his/her understanding of the act is affected by a physical or mental impairment. For purposes of this *Policy,* the age of consent is consistent with California Penal Code Section 261.5.

University of California, Irvine
Clery Act Geography Map

Legend

- Campus Property
- UCI Buildings, occupied by UCI, and Campus Streets
- UCI Building, not occupied by UCI
- Non-UCI Buildings
- Non-UCI Buildings, occupied by UCI
- Non-Campus Parking Lots
- Student Housing
- Faculty / Staff Housing
- Public Property
- ▲ Public Bus Stops

Birch St

Carlson Ave

Campus Dr

Jamboree Rd

Fairchild Rd

MacArthur Blvd

University Dr

University Dr

Mesa Rd

Pereira Dr

Bridge Rd

Campus Dr

Stanford

Culver Dr

Berkeley Ave

Academy Way

Academy Way

W Peltason Dr

Pereira Dr

E Peltason Dr

California Ave

Innovation Dr

W Peltason Dr

California Ave

Theory

Arroyo Dr

Culver Dr

MacArthur Blvd

Bison Ave

E Peltason Dr

Anteater Dr

California Ave

Bison Ave

California Ave

Los Trancos Dr

Anteater Dr

Culver Dr

HWY 73

Bonita Canyon Dr

Shady Canyon

Newport Coast Dr

February 6, 2014

University of California, Irvine Police Department Jurisdiction

Legend

UCIPD Jurisdiction

Birch St

Carlson Ave

Campus Dr

Jamboree Rd

Fairchild Rd

University Dr

MacArthur Blvd

University Dr

Mesa Rd

Pereira Dr

Bridge Rd

Campus Dr

Culver Dr

Stanford

Berkeley Ave

Academy Way

Academy Way

W Peltason Dr

Pereira Dr

E Peltason Dr

California Ave

Innovation Dr

W Peltason Dr

E Peltason Dr

Culver Dr

MacArthur Blvd

Theory

Bison Ave

E Peltason Dr

Anteater Dr

California Ave

Arroyo Dr

California Ave

Bison Ave

Los Trancos Dr

Anteater Dr

Culver Dr

HWY 73

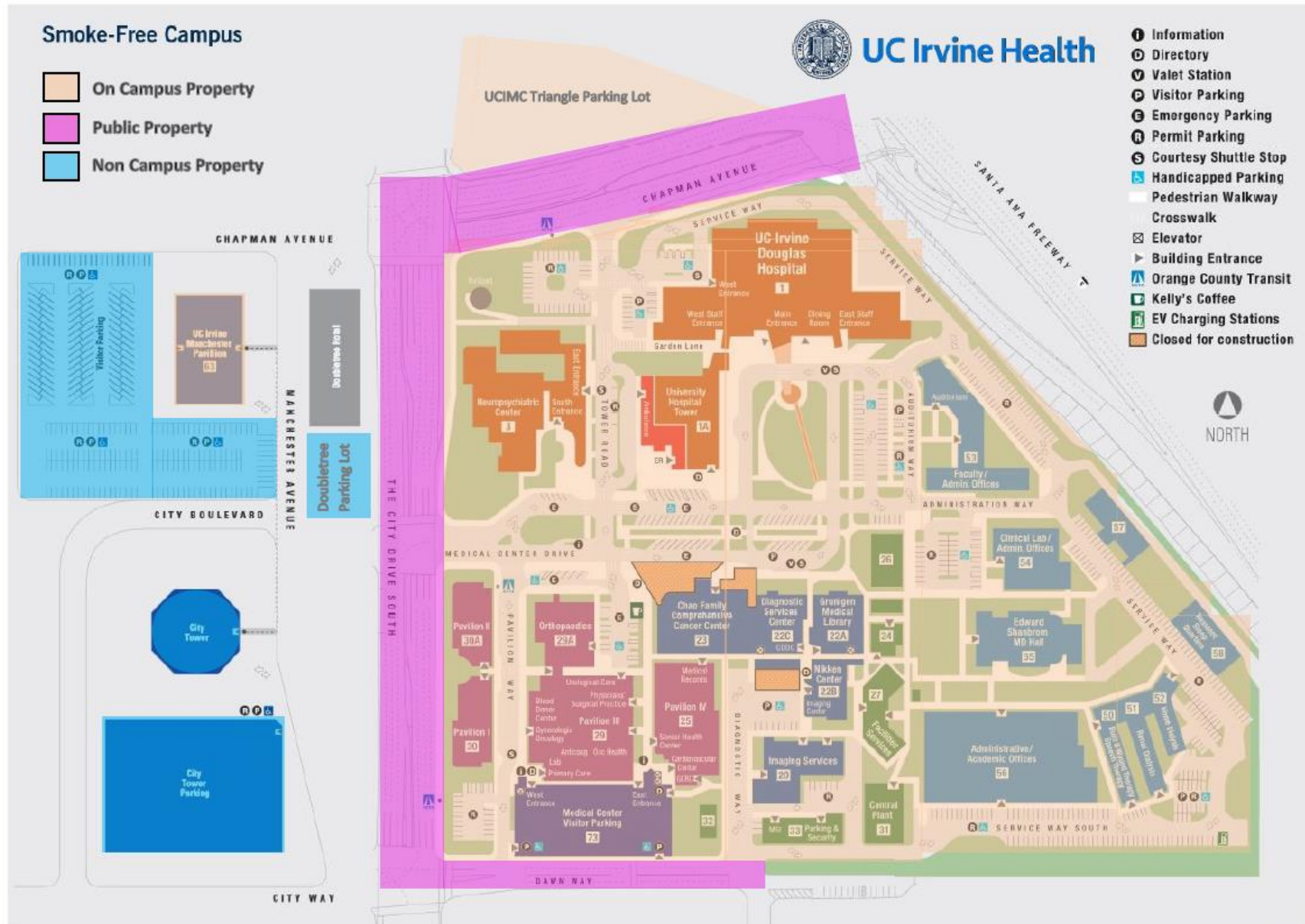Bonita Canyon Dr

Shady Canyon

Newport Coast Dr

May 13, 2014

UCI Medical Center Clery Geography Map

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