Emergency Numbers

DANFORTH CAMPUS
Ambulance • Fire • Police (314) 935-5555
Emergency Health Service (314) 935-5555

NORTH CAMPUS, SOUTH CAMPUS, WEST CAMPUS, TYSON RESEARCH CENTER
Ambulance • Fire • Police 911

MEDICAL CAMPUS
Ambulance • Fire • Police (314) 362-HELP (4357)
Dear Students, Faculty, and Staff,

Washington University in St. Louis is committed to providing a safe environment for all members of our community to learn, live, teach, and work. The safety of our students, faculty, staff, and visitors is one of our highest priorities.

We continue to work hard to make the campus safe and secure, but here, as elsewhere, the responsibility for the safety of everyone in our community belongs to each of us individually. Each of us must become familiar with services provided by the University, participate in security programs, and follow basic personal and property crime prevention procedures. With your active involvement in your safety and the safety of your neighbors, Washington University will remain a desirable and safe community.

Safety and security—your own and others’—are issues about which all of us at the University should continue to be vigilant. Thank you for all that you do to make Washington University a better and safer place.

Mark S. Wrighton
Chancellor
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University at a Glance

WASHINGTON UNIVERSITY IS TOBACCO FREE.

DANFORTH CAMPUS
The Danforth Campus is the University’s main campus. It is a 169-acre site bordered by Skinker Boulevard, Forest Park Parkway, Big Bend Boulevard, and Wydown Boulevard.

The grounds are patrolled by the Washington University Police Department (WUPD).

Access to academic and administrative facilities is readily available weekdays 8:30 a.m. to 5:00 p.m. Access to most facilities is limited after normal working hours and on weekends.

The Danforth Campus residence halls are locked 24 hours a day. Access is controlled by electronic card readers. To gain entrance, an individual must have permission and use an authorized Washington University identification card. This system is monitored by the WUPD 24-hours a day.

Firearms are prohibited on all University owned, leased, managed, or maintained property.

To contact ambulance, fire, or police while at the Danforth Campus, call (314)935-5555

NORTH CAMPUS
The University’s North Campus is located at 700 Rosedale in St. Louis. North Campus houses a variety of administrative offices for the University, including Parking and Transportation, Quadrangle Housing, ROTC, the Family Learning Center and other University departments.

The grounds are patrolled by St. Louis City Police, a private security contractor, and WUPD.

Hours of operation: Public access is available weekdays from 8:30 a.m. to 5:00 p.m.

To contact ambulance, fire, or police while at the North Campus, call 911.

SOUTH CAMPUS
The University’s South Campus is located in the 6500 block of Clayton Road in Clayton, Missouri. The 8.2 acre site contains eight buildings, providing 169,000 square feet of interior space. The grounds include an athletic field, a track, tennis courts, and a 150 space parking lot. For additional information, contact the Intramural Sports office at the Athletic Complex on the Danforth Campus.

Entry to the facility is controlled by card access, with special authorization required.

The grounds are patrolled by Clayton Police Department, a private security contractor, and WUPD. Hours of operation vary.

Phone: (314) 935-5193

To contact ambulance, fire, or police while at the South Campus, call 911.

WEST CAMPUS
The University’s West Campus is located at 7425 Forsyth Boulevard in Clayton, Missouri. West Campus houses administrative offices, a conference center, commercial retailers, and the West Campus Library.

The grounds are patrolled by Clayton and University City police, a private security contractor, and WUPD.

Hours of operation vary.

To contact ambulance, fire, or police while at the West Campus, call 911.

MEDICAL CAMPUS
The University’s Medical Campus is located east of the Danforth Campus at 660 South Euclid in the City of St. Louis. The Medical Campus is home to the WU School of Medicine and its affiliated hospitals.

The grounds are patrolled by the Medical School Protective Services.

Hours of operation: Public access varies.

The Olin Residence Hall on the medical campus is staffed 24/7. The first floor is open Monday – Saturday from 7 a.m. to 7:00 p.m. and on Sunday from 1:00 p.m. to 5:00 p.m. The residential portion of the building is locked 24 hours per day.

Phone: (314) 362-3100

To contact ambulance, fire, or police while at the Medical Campus, call (314) 362-HELP (4357).
TYSON RESEARCH CENTER
Washington University Tyson Research Center is a 2,000 acre field station that provides numerous unique opportunities for research, environmental studies, preservation, and education. Tyson is situated near the Meramec River, just outside the St. Louis metropolitan area. It is a member of the Organization of Biological Field Stations (OBFS) network and is surrounded and buffered by an additional 6,000 acres of protected park land.

The physical facilities include a central administrative office, lecture room, laboratories, and classrooms. A gate house monitors those entering the grounds. Tyson has a telescope and observatory managed by the Washington University Physics Department.

Entry to Tyson is carefully regulated to protect the environment from uncontrolled disturbances and to safeguard research and teaching projects. All regular users must obtain an entry permit and identification card to operate at Tyson. A Washington University identification card may suffice. Those requesting a Tyson identification card must contact the Tyson Administrative office:

Phone: (314) 935-8430
To contact ambulance, fire, or police while at Tyson, call 911

CASTLEREAGH APARTMENTS
The Castlereagh Apartments is a six story building located in the Delmar Loop Neighborhood in University City. The building houses 60 undergraduate students, with two Residential Advisors living on the premises. There is an attached garage as well as a welllit parking lot on the property for student use. It also has a laundry facility and inside bike storage. The first floor lobby area is a comfortable place for students to study or just visit with friends.

The building is locked 24 hours per day with electronic access control. There is a security desk which is staffed 24/7 by AlliedBarton Security. Additionally, the grounds are patrolled by University City Police and the Washington University Police Neighborhood Services Bureau.

Address: 6820 Delmar Blvd
Phone: (314) 935-2888
To contact ambulance, fire, or police while at The Castlereagh, call 911

560 MUSIC CENTER
The 560 Music Center is located at 560 Trinity in University City. It is part of the Department of Music and houses office space, practice rooms, and a variety of performance venues including the 1,100 seat E. Desmond Lee Concert Hall.

The grounds are patrolled by University City Police, WUPD, WU Neighborhood Security Patrol (NSP), and a private security contractor.

Hours of operation: Public access varies.
Phone: (314) 935-5574
To contact ambulance, fire, or police while at the 560 Music Center, call 911.

LEWIS CENTER
The Lewis Center, located at 725 Kingsland Avenue in University City, is part of the College & Graduate School of Art, and offers classroom and studio space.

The grounds are patrolled by University City Police, WUPD, WU Neighborhood Security Patrol (NSP), and a private security contractor.

Hours of operation: Public access varies.
(314) 935-8400
To contact ambulance, fire, or police while at the Lewis Center, call 911.

THE LOFTS OF WASHINGTON UNIVERSITY
The Lofts of Washington University is a four-building mixed-use complex in the Delmar Loop Neighborhood in University City. Primarily a residential complex, the facility houses approximately 414 undergraduate students in loft-style apartments. Common areas open to all residents include lounges, meeting rooms, laundry facilities and a 2nd floor terrace overlooking Delmar Boulevard. One the ground level of the two buildings fronting Delmar, there is approximately 22,000 sq. ft. of retail space. The commercial spaces are currently leased to United Provisions (a local grocer), and The Loop Peacock Diner.

Each of the four buildings are locked 24 hours per day with electronic access control. There are two security desks staffed 24/7 by Allied Security. Additionally, the grounds are patrolled by University City Police, WUPD, WU Neighborhood Security Patrol (NSP).

Addresses: 6255 Delmar Blvd.
6263 Delmar Blvd.
6200 Enright Ave.
6300 Enright Ave.

Phone: (314) 935-0099
To contact ambulance, fire, or police while at The Lofts, call 911.
Facilities

Washington University comprises many buildings and several off-campus locations that serve varied functions and satisfy the diverse needs of its students, faculty, and staff. Access to University facilities is described above; however, emergencies may necessitate changes or alterations to any posted schedules. The University’s Safety and Security Committee conducts a semiannual review of the campus to make recommendations on lighting, emergency phones, landscaping, signage, and other safety and security issues and prepares an annual report, and upon request, special reports to the University Administration as necessary.

If a classroom, office, or meeting space is physically inaccessible, contact:
Disability Resource Center
Phone: (314) 935-4062 (VOICE/TTY)

CLOSED CIRCUIT TELEVISION (CCTV)
Washington University is committed to providing a safe environment for our students, faculty, staff, and guests by integrating the best security practices with state-of-the-art technology. A critical component of a comprehensive security plan is Closed Circuit Television (CCTV), which allows for remote recording of activity throughout campus for the purpose of deterring crime and safeguarding the security of both persons and property within the University community. Cameras are deployed at various locations throughout campus including parking garages, building/campus entrances and exits, and in locations containing sensitive or valuable property. Although every camera is not monitored at all times, the footage recorded by the CCTV cameras can be utilized to assist the University police in their investigation of incidents on campus. Pursuant to University policy, camera placement and use is carefully designed to ensure that it does not violate a reasonable expectation of privacy.

Parking and Transportation Services

BICYCLES, MOPEDS, AND MOTORCYCLES
For many, bicycling or operating a motorcycle, motorbike, motor scooter, or moped is the preferred mode of travel to campus. When operating one of these vehicles, please exercise care and follow the rules of the road and of the University. Accidents involving these vehicles can cause serious injuries to their riders and to pedestrians.

Steps to follow for the lawful operation of a bicycle, motorcycle, motorbike, motor scooter, or moped:

1. Comply with the rules of Washington University; the regulations of the state of Missouri relating to the operation of bicycles, motorcycles, motorbikes, motor scooters, or mopeds; and the rules of the road.

2. Register motorcycles, motorbikes, motor scooters, and mopeds with Parking and Transportation Services. You must have a permit to park any motor vehicle on campus. These vehicles can park only in areas marked “Motorcycle Parking Only.”

3. Bicycles may be parked outside campus buildings in racks or in areas clearly not subject to pedestrian traffic. Do not secure bicycles to ramp railings where they may interfere with wheelchair access. Improperly parked or secured bicycles may be removed.

4. Motorcycles, motorbikes, motor scooters, and mopeds are not permitted on University sidewalks.

5. Accord the right of way to pedestrians on sidewalks, on the road, at street intersections, or in marked crosswalks.

6. You must wear a certified safety helmet when operating a motorcycle, motorbike, motor scooter, or moped. Bicyclists are strongly encouraged to wear a safety helmet.

PARKING - DANFORTH CAMPUS
You must have a parking permit or pay a meter to park at Washington University. Visitors may park at meters or in yellow zones with a daily pass. All others may park by permit only. Color-coded permits are designated for distinct groups of the University community and distinct areas of the Danforth Campus. Complete permit information and parking rules and regulations are available through Parking and Transportation Services and are also posted on their website, www.parking.wustl.edu.

Automobile parking on the Danforth Campus is very limited. Because of increasing demand for on-campus parking, the University has adopted a policy of strict enforcement, including the use of fines and towing to better protect the rights of those parkers who observe the regulations. The University reserves the right to tow any vehicle parked in violation of University regulations, at the owner’s expense.

Firearms (concealed or otherwise) are prohibited on all Washington University owned property. Firearms may not be stowed in vehicles parked in University lots, garages, or metered spaces.

Daily, monthly, and annual permits may be purchased at the office of Parking & Transportation Services, located at the North Campus at 700 Rosedale Avenue, from 8:30 a.m. to 5 p.m. Monday through Friday. Daily permits for visitors are also available for sale at the Campus Bookstore in Mallinckrodt Center. Annual permits for faculty, staff, and students may be purchased online at www.parking.wustl.edu.
PARKING - MEDICAL CAMPUS

Parking for faculty, staff and students on the School of Medicine Campus can be setup initially by by visiting the Facilities Integrated Service Center (FISC) on the First Floor of the Spencer T. Olin Residence Hall, 4550 Scott Avenue, St. Louis, MO 63110. Unless special circumstances exist, most faculty, staff and students will be offered parking in Clayton Garage. The garage is located at the intersection of Clayton and S. Taylor Avenue.

The parking rules and regulations at Washington University School of Medicine are enforced at all times. All vehicles on campus are subject to Washington University’s parking regulations. Each operator is responsible for knowing and abiding by these rules. Firearms (concealed or otherwise) are prohibited on all university-owned property. Firearms may NOT be stowed in vehicles parked in university parking lots, garages or metered spaces.

TRANSPORTATION SERVICES

Washington University in St. Louis offers a comprehensive transportation program. The U Pass program utilizes Metro, the regional public transportation agency. The U Pass program provides free Metro passes for full-time students, benefits eligible faculty and staff, and full-time employees of qualified service providers. This program provides students and other members of the university community much greater access to the St. Louis metropolitan region on public transit. In addition to the greater access to the region, there are three bus routes that specifically target areas on and around campus, making it easy to move around campus and between campuses. These routes also serve nearby shopping areas and neighborhoods.

For more information on the U Pass program and Washington University Transportation Services, visit www.parking.wustl.edu or call (314) 935-4140.

You can also pick up a shuttle schedule and maps at the Information Desk in the Danforth University Center.

CAMPUS2HOME

The Campus2Home shuttle will provide a safe ride home from 7:00 p.m.–4:00 a.m. seven days a week for those living in four designated areas off campus — Skinker-DeBaliviere, Loop South, North of the Loop, and just South of the Campus.

The shuttle leaves from both the Mallinckrodt Center and the Brookings Hall staircase and takes passengers directly to the front doors of their buildings. Shuttle drivers will wait and watch to make sure passengers enter their buildings safely.

The shuttle leaves Mallinckrodt every 30 minutes, at the top and bottom of every hour during operating hours, and stops next at the Brookings Hall staircase. Service is one-way from campus to homes.

Students, faculty, and staff wishing to use the shuttles will be required to show their Washington University IDs or contractor affiliate work IDs. The boundaries for the designated areas are as follows:

SKINKER-DEBALIVIERE
Northern boundary: Kingsbury Avenue
Southern boundary: Forest Park Parkway
Western boundary: Skinker Boulevard
Eastern boundary: DesPeres Avenue

LOOP SOUTH
Northern boundary: Delmar Boulevard
Southern boundary: Forest Park Parkway
Western boundary: Trinity Avenue
Eastern boundary: Melville Avenue

NORTH OF THE LOOP
Northern boundary: Vernon Avenue and North Drive
Southern boundary: Enright Avenue
Western boundary: Kingsland Avenue
Eastern boundary: Eastgate Avenue

SOUTH OF CAMPUS
Northern boundary: Forsyth Boulevard
Southern boundary: Clayton Road
Western boundary: Big Bend Boulevard
Eastern boundary: Skinker Boulevard

WUSM RIDE HOME SERVICE

The Washington University School of Medicine offers a one-way ride home service Monday – Friday from 5:00 p.m – 1:00 a.m. into the Central West End and DeBaliviere neighborhoods. This shuttle service departs Olin Circle each half hour and departs from the Barnes Hospital south entrance before heading into these neighborhoods. This service is not available on Saturday or Sunday evenings. This shuttle is a 15 passenger van with a sign reading DEB/CWE. The shuttle will wait up to 10 minutes past the half hour and then begin its destination(s). All riders are required to have a WUSM ID in order to ride.

You may call Protective Services at (314) 3624357 for all other escort services.

FOR MORE INFORMATION, CONTACT

Bear Facts Resource Desk (314) 935-4664
Campus2Home (314) 935-4140
Metro Information (314) 231-2345
www.metrostlouis.org
transitinformation@metrostlouis.org
Parking Services (314) 935-5601
www.parking.wustl.edu
Transportation Services (314) 935-4140
www.parking.wustl.edu
WUPD (314) 935-5555
WUSM Protective Services (314) 362-HELP (4357)
WUSM Parking (314) 362-3100
Police and Protective Services

WASHINGTON UNIVERSITY POLICE MISSION STATEMENT
The mission of the Washington University Police Department (WUPD) is to work in partnership with our campus community to cultivate a safe learning environment by providing high-quality police service to all in a fair, sensitive, and professional manner, while promoting crime prevention awareness.

POLICE SERVICES ON THE DANFORTH CAMPUS
The WUPD provides law enforcement services on the Danforth Campus 24 hours a day, 365 days a year. Officers patrol the campus on foot, on bicycles, and in cars. The staff of 57 includes 33 deputized police officers who have been trained in accordance with county and state requirements at the St. Louis County Police Academy. WUPD officers have received the same training as their counterparts in both St. Louis City and St. Louis County, meeting state requirements for police certification. They are armed and authorized to make arrests, investigate criminal and noncriminal incidents, and cooperate in the criminal justice process. On campus, WUPD officers possess the same authority as do St. Louis County police officers.

The University’s Danforth Campus is geographically located in four different police venues. Although the primary venue is unincorporated St. Louis County, buildings are also located in St. Louis City, University City, and Clayton; WUPD maintains liaison with these venues through contacts with the police departments. While there is no written Memorandum of Understanding between the University and any local law enforcement agencies regarding investigation of alleged crimes, St. Louis City, University City, and Clayton police departments often provide the WUPD with reports of incidents occurring in their respective venues. In addition, the WUPD maintains close liaison with other police departments through membership in police associations at the county, state, and national levels.

PROTECTIVE SERVICES ON THE MEDICAL CAMPUS
The Medical Campus and certain off-campus properties owned by Washington University in the surrounding area are protected 24 hours a day, 365 days a year by the Protective Services Department (“Protective Services”), a combined force of Response Officers, Communications Officers, Public Safety Officers, and Contract Security Officers. Patrol of the Medical Campus is performed on foot, in marked patrol vehicles, and on specially equipped bikes. All of the Response Officers, Public Safety Officers, and contract security officers are licensed by the Private Security Section of the St. Louis Metropolitan Police Department in conjunction with the St. Louis County Police Department, and in-house officers are granted the powers of arrest and search and seizure, among others, on licensed premises during on-duty hours. Some officers are authorized to carry firearms and personal protection devices.

The Medical Campus is located within the Fifth Police District of the City of St. Louis. Liaison is maintained with the St. Louis Metropolitan Police Department through direct contact by Protective Services to share information about crimes committed in the area.

Participation with organizations such as the Ninth District Security Directors, Central West End Neighborhood Security Initiative, Forest Park Southeast Neighborhood Association, and Metro Campus Investigators provide additional sources of information.

POLICE SERVICE AT OTHER CAMPUS AND OFF-CAMPUS LOCATIONS
Police services at off-campus apartments and facilities are provided by the local municipal police departments. In an emergency, call 911 or use a Blue Light Emergency Telephone. (Nonemergency numbers are listed under Resources, beginning on page 43 of this brochure.) Washington University has established the Neighborhood Security Patrol (NSP) to provide high-visibility nighttime security patrols to neighborhoods where the University owns off-campus housing. The NSP unit is comprised of six security officers supervised by two WUPD sergeants. Through the use of these patrols, the University seeks to enhance safety and to assist in addressing student behavioral issues that may impact the quality of life for all residents of the area.

In addition, the University provides nighttime contract security services at the West Campus, North Campus, South Campus, 560 Music Center, and Lewis Center facilities. WUPD contracts with a private security contractor to provide additional patrols.

BEAR PATROL
Through a University workstudy program, students are employed as members of the Danforth Campus Bear Patrol. The members patrol the Danforth Campus at night as additional eyes and ears for the community, as well as providing escorts to fellow students, faculty, and staff. The Bear Patrol members all wear distinctive vests and are equipped with radios to maintain contact with the WUPD.

FURTHER INQUIRIES
The WUPD and Protective Services work in partnership with students, faculty, and staff to maintain a safe and secure environment conducive to excellence in teaching, learning, and research. If you have a complaint about our services, we wish to address and resolve it quickly and appropriately. We would also like to hear from you if you would like to commend one of our staff members.

Please contact Don Strom, Chief of WUPD at (314) 935-5514 or email at don_strom@wustl.edu

For Protective Services, please contact John Ursch at (314) 362-HELP (4357) or email at jursch@wustl.edu
Crime Prevention Tips

Your personal safety and the security of your property while on campus are shared responsibilities.

Washington University has made safety and security a priority through our commitment to a full-time, professional police department, adequate lighting, CCTV, shuttle services, emergency telephones, and ongoing educational safety awareness programs. The vast majority of crimes occurring on college campuses are crimes of opportunity that can be prevented. You can help by taking away the opportunity. We have prepared these safety tips to help reduce the opportunity for you to become a victim of crime.

Always remember...

• Prepare yourself physically and mentally for any emergency.

• If you have been personally threatened or if you have heard anyone at school mention the idea of committing acts of violence, take it seriously. Inform the University Police or other campus officials.

• Avoid working or studying alone in a campus building.

• Never leave your laptop computer, textbooks, cellular telephone, book bag, purse, or other valuables unattended or out of your sight in dining areas, the library, common study areas, or outdoor spaces.

• While working, do not leave purses, cellular telephones, or other valuables unattended under desks or in unlocked offices. Place valuables in a locked file cabinet or drawer.

• Avoid isolated corridors, hallways, stairwells, and restrooms.

• Identify your personal property by either labeling it with your name or registering it with the WUPD.

• When using athletic facilities, always secure your property in a locker with a working, operational lock. Never leave your property unattended in hallways or common areas.

RESIDENTIAL SECURITY

You can take several important steps to help protect yourself and your personal property:

• Lock your door when you are not in your room or suite.

• Lock your door while you are also in your room. Utilize your peep holes.

• Lock your windows. If applicable, secure sliding glass doors.

• Never prop open exterior doors. If you see a door propped, close it.

• Don’t allow people you do not know to “tailgate” behind you into the building! Every person who is authorized to be in your building should have either card access or a key. Politely tell them that you cannot allow them in and that they should go to the Office of Residential Life to gain access. If someone follows you anyway, call the police immediately when you get to a safe place.

• If you see a suspicious person or someone you don’t believe should be in or around the building, call the police immediately.

• Never loan your access card or keys to anyone. If you misplace your identification/access card, report the loss to the police immediately.

• Record the serial numbers of valuable personal property or register your items online at www.police.wustl.edu. The WUPD offers a handy inventory card to help you record this vital information. Give the card to your family and ask them to store the information in a safe location. The WUPD also has an electric engraver that you may use to engrave your license number or other identifying marks on your valuables. (Do not use your Social Security number.)

ADDITIONAL SECURITY MEASURES FOR OFF-CAMPUS RESIDENTS

• Be alert to your surroundings. If you suspect you are being followed, run in a different direction; go to the other side of the street, and yell or whistle for help; or head quickly to a lighted area, a group of people, or an Emergency Telephone.

• Utilize the Campus2Home Shuttle.

• Lock your windows. If applicable, secure sliding glass doors.

• If your doors are not equipped with a deadbolt lock, ask your landlord to install one.

• Have a peep hole installed.

• Make sure your building has outside lighting. Report broken or burned out lights to your landlord.

• Become acquainted with neighbors. Know who belongs in your building.

• Don’t put names on your answering machine or voicemail recorded greeting.

• When you are away from your residence, leave your interior lights on. Use a timer if you will be gone for more than one day.

• Don’t hide a spare key outside your door.

• If you see a suspicious person, notify the police immediately by calling 911.

• If you arrive home to find your door ajar, hear unusual sounds, or believe your apartment has been broken into, DON’T GO IN! Get to a safe place and call the police.

WHEN SOMEONE KNOCKS AT YOUR DOOR

• Don’t open the door unless you know your visitor.

• If the person is a maintenance person, or University representative, ask for identification and credentials. Call the employer to verify the name and business and to confirm that maintenance work was scheduled to be performed. Refuse to deal with anyone who will not comply with this request.
WHEN YOU ARE AWAY FROM YOUR HOME FOR HOLIDAYS/BREAKS

• Take valuable items with you or put them in a secure location.
• Discontinue your newspaper and other deliveries ahead of time. Do not leave notes that would indicate you are away.
• Notify the post office to hold or forward your mail.
• Check the WUPD website at police.wustl.edu to obtain a complete apartment security checklist.

SAFETY WHILE WALKING OR JOGGING

• Avoid walking or jogging alone, especially after dark.
• Always walk or jog in a familiar area.
• If you must travel alone at night, use the Campus Circulator or other available safe modes of transportation. For more information, go to www.parking.wustl.edu.
• Tell someone where you are going and when you can be expected to return.
• Always choose a well-lit path, and avoid dark or vacant areas.
• Take note of the locations of Emergency Telephones along your route.
• Carry a whistle to summon help when you walk or run. The WUPD offers free whistles—just stop by our office on the South 40 to pick yours up!
• Carry a cellular telephone and use it if you feel uncomfortable.
• If you exercise outdoors on a regular basis, vary your route and schedule.
• Have your access card or keys ready when returning to your residence hall or apartment.
• Try not to overload yourself with packages or other items. Keep your hands as free as possible.
• Do not wear music headphones while walking or jogging.
• If you carry a purse, carry it close to your body, preferably in front. If it has a shoulder strap, be prepared to let it go if snatched.
• If you are confronted by a thief, give the thief what they want. Don’t pursue the thief. Try to get a detailed description and call the police immediately.
• Participate in the WUPD’s Rape Aggression Defense (RAD) self-defense class. For more information, call (314) 935-5043 or visit our website at police.wustl.edu.

LAPTOP SECURITY

Laptop computers have become one of the most popular targets for both the casual and experienced thief.

• Always keep it in sight! Avoid leaving your computer unattended in any public space for any amount of time.
• In your residence hall room, lock your laptop in a drawer when not in use or secure it to the desktop with a cable lock. Remember to always lock your door when you leave your room, even if it’s just for a short time.
• When at the library, take your laptop whenever you leave your workstation, even if you are leaving for a short period of time.
• Lock doors to labs and office spaces whenever your laptop is left unattended. If possible, store the laptop in a locked file cabinet.
• If you nap in public spaces such as the library or on campus grounds, use your laptop as a pillow or place the strap over your shoulder.
• Back up critical files frequently. The cost of not doing this can be very high.

Contact the WUPD to have your computer marked with a STOP tag. This is a special tag for laptops that, if removed, leaves a tattoo displaying the text “Stolen Property: Call…” You can get more information at the WUPD website, police.wustl.edu.

BICYCLE SECURITY

Most bicycles are easily stolen because they are not locked correctly or not locked at all. For example, a lightweight cable or a small, dogcollartype chain can be easily pried open or cut. Proper use of a strong, reliable lock will make a difference!

• Always lock your bike to a fixed, immovable object like one of the many bicycle racks on campus. Park it in a visible and well-lit place.
• If a “U”lock is used, position the bicycle frame and wheels so that as much open space as possible within the Uportion of the lock is filled or taken up. This makes it more difficult for a thief to use tools to attack the lock. “Kryptonite”ULocks are available for purchase through the WUPD at our office on the South 40.
• Register your bicycle with the WUPD to ensure there is a record of all the vital information: make, model, color, serial number, etc. Register online at police.wustl.edu.
• Accessories that can be removed easily, like quick release wheels and seats, also should be secured with a lock.
• Don’t lock your bike to trees, handrails, lamp posts, aluminum or wooden posts, or fences.
• Don’t lock your bike to a disabled accessible ramp.
• Don’t lock your bike to itself. If a thief wants your bike, it can easily be lifted up and carried away.
IDENTITY THEFT AND FRAUD
Identity theft is one of the fastest-growing, and most profitable, crimes in the United States. Criminals may use your identity to open up a new credit card or bank account. Here are a few tips to help protect your personal information:

Never provide personal information (Social Security number, credit card number, address, etc.) to anyone unless you initiate the contact and are familiar with the business.

- Limit the amount of confidential or personal information you carry in your wallet or purse.
- Do not carry bank account numbers, personal identification numbers (PINs), passports, etc.
- Destroy—preferably shred—credit card applications you receive in the mail and don’t use.
- Review your credit card bills and your checking account statements as soon as they are received to ensure that no fraudulent activity has taken place.
- If you believe you have been the victim of identity theft, report the crime to police immediately.

CREDIT CARD SECURITY
The fraudulent use of credit cards is not limited to simply the loss or theft of actual credit cards. A thief only needs to know your credit card number to make fraudulent charges, including cash withdrawals, against your account. Here are a few tips to guard against the illegal use of credit cards:

- Carry only the minimum number of credit cards actually needed and never leave them unattended.
- Avoid signing a blank receipt whenever possible. Draw a line through blank spaces above the total when you sign card receipts.
- Never leave receipts at banks, ATMs, gas pumps, and checkouts. Shred all receipts before disposing of them.
- Unless you initiate the purchase, never give your credit card account number over the telephone or online.
- If you receive a letter stating that you should have received a credit card in the mail and you have not received the card, notify the company or lending institution immediately.
- In the event your card is lost or stolen, immediately notify the credit card company. Most fraudulent purchases are made a short time after the theft. Most issuing banks or companies can be reached 24 hours a day, 365 days a year.

ATM SAFETY
- When approaching the ATM, be alert for anything suspicious, especially someone who appears to be “hanging around” the area, or two or more people in a nearby vehicle, particularly if no one else is at the ATM.
- If at all possible, avoid using ATMs at night. If you must use one at night, select one that is well-lit and is not in a secluded, low visibility area. Particularly after dark, take a companion along, and park close to the ATM, if at all possible.
- At a drive-up ATM, keep all windows closed, except the one you are using, and all vehicle doors locked. Keep the vehicle running and be watchful of the vehicle’s front, rear, and sides. If someone approaches your vehicle on foot, cancel the transaction and leave.
- Before you approach the ATM, have your card ready, know your code, and, if anything such as a deposit slip needs to be filled out, have it completed.
- Protect your personal identification number (PIN). Memorize your PIN, and do not write it on your ATM card.
- When you are using the ATM and someone is closer to you than you would like, cancel your transaction and go to a safe location until that person leaves.
- When your ATM transaction is completed, take your property and put it in your pocket, wallet, or purse, and leave immediately. Never stand and count your money. Always have your head up and be aware of your surroundings when you leave the ATM. If you feel or sense that someone is following you, call the police.

VEHICLE SAFETY WHILE DRIVING
Carry your car keys when approaching your vehicle so you can enter quickly. If you see someone loitering near your car, don’t stop; walk to an area where there are other people. If you use a keyless entry remote, do not unlock your doors until you can see your vehicle.

- Try not to walk close to other parked vehicles and stay in the center of the access way. Try to walk against the direction of traffic.
- Travel and park on well-lit streets.
- Keep your doors locked and windows closed.
- Always carry your cellular phone.
- Keep packages, purse, valuables, etc., in the trunk or out of plain view.
- When stopping in traffic, leave enough distance between your vehicle and the one in front of you so you can pull away quickly if necessary.
- If involved in an accident, call the police.
- Be extra cautious if someone approaches your car.
- When returning home at night, call ahead and ask someone to watch for you while you walk from your car to your residence.
- Be aware of your surroundings before you get out of your vehicle. Have your whistle handy to summon help if necessary.
- If you are confronted by someone or pulled from your vehicle while you are stopped, cooperate and move away quickly.
VEHICLE THEFT PREVENTION
Do not leave valuables or expensive property such as iPods, laptops, cellular phones, CDs, purses, GPS devices, and radar detectors in plain view in your vehicle. Lock them in your trunk, or take them into your residence.

- Lock your vehicle and secure the keys.
- Don’t leave the keys in the ignition or in your vehicle.
- Whenever possible, park in well-lit and busy areas.
- Never hide a second set of keys in the vehicle. Extra keys can easily be found if the thief takes time to look.
- On cold mornings, never leave your motor vehicle unattended while running it to warm it up.
- Periodically check your license plates to make sure they haven’t been stolen or the renewal tag removed.
- For added motor vehicle security, the WUPD offers “The Club” at a significantly discounted rate. Contact the WUPD for information on The Club purchase program or visit the police website at police.wustl.edu.

The WUPD or Protective Services officers are available, by prior arrangement, to speak to student, faculty, and staff groups and organizations. For further information, contact the WUPD at (314) 935-5084 or visit the WUPD website at police.wustl.edu on the Danforth Campus. On the Medical Campus, contact Protective Services at (314) 362-4357 or visit the Protective Services website at wusmproserv.wustl.edu.

The WUPD and/or Protective Services also direct you to the following programs, which may assist you in protecting your property and personal safety:

PROPERTY REGISTRATION AND IDENTIFICATION
Washington University offers online property registration to faculty, staff, and students. To register items of personal property, the item must have a serial number. This information will remain on file for five years and is free of charge. Go to police.wustl.edu to register property or to obtain additional information.

WUPD offers inscribing devices at the Police Department that allow you to etch identifiers on your valuables (do not use your Social Security Number).

BICYCLE LOCKS AND REGISTRATION
The WUPD offers high-quality “Kryptonite” bicycle locks for $25. These “U” bolt locks are among the best for securing your bicycle.

You also can register your bicycle free of charge by visiting the WUPD in person, or at our website, police.wustl.edu.

COMPUTER SECURITY
With the application of STOP tags, the WUPD offers a simple, low-cost solution to help prevent the theft of your computer or other valuable items. For a fee of $10, a security plate is sealed to your computer case (requiring up to 800 pounds of pressure to remove). The plate bears a unique ID number, a message, and an 800 number to call for ownership verification. Under the plate a permanent tattoo also bearing the toll-free number is chemically etched into the equipment. The combination of the security plate and the tattoo acts to deter theft.

To schedule an appointment with the WUPD call:

WUPD
(314) 935-5084

SAFE TRANSACTION ZONE
In an effort to ensure safety during Craigslist or other online transactions, community members can meet the other party at the Police Department to finalize transactions between the hours of 8:00 a.m. - 10:00 p.m. Transactions may be completed on the sidewalk in front of the Police Department or in the lobby.
THE CLUB
For added motor vehicle security, the WUPD offers The Club at a significantly discounted rate of $10. Highly visible, this strong visual deterrent alerts a potential thief that your car is protected. Virtually impossible to defeat—time and effort are a thief’s enemies. New and improved solid steel hooks provide even greater security. Vinyl coated—helps protect your steering wheel and your vehicle’s interior. For More information call:

WUPD Crime Prevention Office
(314) 935-5084

BLUE LIGHT EMERGENCY TELEPHONES AND INTERCOMS
Blue Light Emergency Telephones are available at more than 200 locations, including the Danforth Campus, the South 40 residential area, off-campus residential property, Medical Campus, West Campus, North Campus, and some other areas frequented by students. They are easily recognizable at night by the bright blue light mounted above the telephone. When activated, a connection is made directly to a dispatcher. The dispatcher knows the exact location of the telephone and can send help immediately, even if the caller is unable to speak. These telephones may be used any time assistance is needed from the Police Department. Blue Light Emergency Telephones located off campus are directly linked with that local law enforcement office.

On the Medical Campus, two-way intercom systems have been installed at several card access entrances to campus buildings and may be used to communicate directly to the on-duty Communications Officer.

SAFETY ESCORT SERVICES - DANFORTH CAMPUS

CAMPUS2HOME SHUTTLE SERVICE
The Campus2Home Shuttle will provide a safe ride home for those living in four designated areas off campus: Skinker-DeBaliviere, Loop South, South of Campus, and North of the Loop. The shuttle operates from 7:00 p.m. – 4:00 a.m., seven days a week. The shuttle leaves from the Mallinckrodt Center every 30 minutes, continues to the Brookings Drive steps, and takes passengers directly to the front doors of their buildings. For more information call:

Campus2Home Shuttle Service
(314) 935-4140

WALKING ESCORT SERVICE
To provide safe travel within the University community, Washington University provides “Bear Patrol,” a free walking escort service for students, staff, faculty, and visitors to or from any location on campus during the academic year from 8 p.m. – 2:00 a.m. The escort service is designed to enhance your safety and peace of mind if you must walk after dark. To request this service, call:

Campus Walking Escort Service office
(314) 935-5555

MEDICAL ESCORT SERVICE
The Medical Escort is provided to meet the special transportation needs of students and others in the University community with a disability or medical condition requiring a more specialized service during the academic year. Pre-authorization from the Habif Health & Wellness Center is required to utilize this service. The Medical Escort operates Monday through Friday 8:30 a.m. to 5:20 p.m. For more information call:

Habif Health and Wellness Center
(314) 935-6666

SAFETY ESCORT SERVICES - WEST CAMPUS, NORTH CAMPUS, AND LEWIS CENTER

Escorts at the West Campus, North Campus, and Lewis Center are provided by contract security personnel and may be obtained by calling the WUPD.

SAFETY ESCORT SERVICES - MEDICAL CAMPUS

WALKING OR VEHICLE ESCORT SERVICES
The Protective Services Department provides escorts for employees and Medical Campus students by vehicle. Walking escorts are also available. An officer will transport in a vehicle or walk with the requesting party to campus garages or parking lots and from one building to another. Campus personnel should take advantage of the campus shuttle bus system for routine rides to their campus destinations. Vehicle escorts off-campus will only be conducted at the discretion of the on-duty Supervisor. To request a personal safety escort, call:

Protective Services
(314) 362-HELP (4357)

ONEWAY RIDE HOME SERVICE
The Washington University School of Medicine offers a one-way ride home service Monday – Friday from 5:00 p.m. – 1:00 a.m. into the Central West End and DeBaliviere neighborhoods. This shuttle service departs Olin Circle each half hour and departs from the Barnes Hospital south entrance before heading into these neighborhoods. This service is not available on Saturday or Sunday evenings. This shuttle is a 15 passenger van with a sign reading DEB/CWE. The shuttle will wait up to 10 minutes past the half hour and then begin its destination(s). All riders are required to have a WUSM ID in order to ride. For all other escort services, you may call:

Protective Services
(314) 362-4357
RAPE AGGRESSION DEFENSE SYSTEMS (R.A.D.)
CLASSES FOR WOMEN AND MEN
Rape Aggression Defense Systems is a premier self defense program taught throughout the United States, Japan, and Canada. The R.A.D. System comprises easy to learn, effective physical defense techniques. Women’s classes are offered every semester and men’s classes are available upon request. This is a dynamic, hands-on, 12 hour program and is designed for anyone who wants to learn how to defend him/herself. It begins with risk reduction, avoidance, and prevention. Basic techniques are taught by certified instructors.

Currently, there are no fees for the class or class materials. Plus, there is a free lifetime return and practice policy. Classes are limited to 20 people. They consist of four 3 hour sessions. You must attend all sessions to complete the course. Modest dress is required. Shoes must have good support for lateral movement (no jogging shoes). For more information, contact the R.A.D. coordinator:
Lt. Gwen Patton, WUPD
(314) 935-5043
police.wustl.edu

WHISTLES
We offer free metal whistles that can be attached to a key ring. The blast of the whistle, a universal signal of distress, should attract attention during an emergency. Here’s how it’s used:
When in need of aid, blow the whistle.
Anyone who hears the whistle should immediately call the WUPD at (314) 935-5555 or use the nearest emergency telephone.
Remember: The whistle is not considered a toy and should only be used in an emergency.

VEHICLE INSPECTIONS FOR TRAVELERS
Washington University Parking Services and the WUPD sponsor free “Vehicle Inspections for Travelers” once each semester. The inspections are designed to help students, faculty, and staff ensure their vehicles are safe prior to traveling for holidays or spring break. Each vehicle will have checks conducted on the oil and other fluids, tire pressure, headlights, brake lights, windshield wipers, and more.

Watch for dates or check our websites at:
parking.wustl.edu
police.wustl.edu.

MOTORIST ASSIST PROGRAM (MAP)
Washington University Parking Services and the WUPD have initiated a service for stranded motorists on the Danforth, Medical, North, South, and West campuses. MAP—Motorist Assist Program—provides free battery jump starts and vehicle unlocking services 24 hours a day.

Stranded motorists can contact the WUPD by calling (314) 935-5555 or by using an emergency telephone on campus. Medical Campus students and personnel should contact Protective Services at (314) 362-HELP (4357).

Parking or WUPD/Protective Services personnel will be dispatched to assist with a dead battery or lockout. Vehicle operators will be requested to sign a Waiver of Liability form and produce identification to show they are authorized to have access to the vehicle. In the event Parking or WUPD/Protective Services personnel cannot assist with the problem, the motorist will be provided information on other services available in the area.

For more information about these and other crime prevention programs offered by the WUPD or Protective Services, call:
WUPD Crime Prevention Office
(314) 935-5084
WUSM Protective Services
(314) 362-HELP (4357)
police.wustl.edu
wusmproserv.wustl.edu

OVERSEAS TRAVEL ADVISORIES
The WUPD has a service available for members of the campus community looking for safety travel advisories as they plan overseas trips. The WUPD is a subscriber to the U.S. State Department’s Electronic Data Base (EDB), which provides current and authoritative information about overseas security conditions.

Among the categories of information available from the EDB:
Department of State overseas travel advisories listed by country
Reports on security and crime incidents listed by country
Updates on new or unusual situations overseas
Addresses and telephone numbers of U.S. diplomatic and consular posts overseas
Police emergency telephone numbers listed by country
General crime information on foreign cities and countries

Members of the campus community who would like to request information about a locality prior to traveling may contact the WUPD. Information about traveling abroad can also be found online at www.dsosac.org. For further information, contact:
Wendy Oloteo
(314) 935-7698
wendy_oloteo@wustl.edu
INTERNATIONAL TRAVEL POLICY
Members of the campus community should review the International Travel Policy at global.wustl.edu and register with the University’s Travel Registry, which can also be accessed at: global.wustl.edu

HOMELAND SECURITY
The WUPD posts information on its website regarding security alerts issued by the Department of Homeland Security. Please see our website at: police.wustl.edu

It is important that all members of our community play a role in protecting our campus. We encourage members of the community to make note of unusual or suspicious behavior/circumstances and report observations to police in a timely manner.

GENERAL PRECAUTIONS
Wherever you are, be aware of your surroundings.

Take precautions when traveling. Be aware of conspicuous or unusual behavior. Do not accept packages from strangers.

Do not leave bags or luggage unattended. Unusual behavior, suspicious packages, and strange devices should be promptly reported to police or other security personnel.

Do not be afraid to move or leave an area if you feel uncomfortable or something does not seem right.

Learn where emergency exits are located in buildings you frequent. Notice where exits are when you enter unfamiliar buildings. Plan how to get out of a building, congested public area, or traffic.

The following lists include things the campus community should be attentive to and report to the:

WUPD (314) 935-5555

SUSPICIOUS BEHAVIOR/CIRCUMSTANCES
Please be on the lookout for suspicious behavior, and if you believe you are observing concerning behavior, please contact WUPD or WUSMPS immediately:

People in buildings or other areas who do not appear to be conducting legitimate business.

People monitoring or photographing areas, buildings, or entrances.

Unauthorized persons in restricted, sensitive, or private areas.

People requesting information with no apparent need for that information.

People wearing clothing not consistent with the weather conditions at events with large populations (e.g., a bulky coat in warm weather).

Abandoned parcels or other items in unusual locations or high traffic areas.

Individuals attempting to access utility locations such as power, telecommunications, information systems, etc.

Be alert to abandoned vehicles.

Unexpected or unfamiliar delivery trucks. Unfamiliar vehicles parked for long periods.

Vehicles containing unusual/suspicious parcels or materials.

Vehicles arriving or being left behind at odd hours. Substances leaking or spilling from vehicles.

BUILDING AND OFFICE SECURITY
Lock your door whenever you leave—even if it’s for a short time.

Account for and secure keys. Don’t leave them unattended or give them to unauthorized persons. Report lost keys to your building manager or department head immediately.

Account for and secure all sensitive material/ information when it will be unattended.

Account for and secure sensitive deliveries in a timely manner.

Be aware of unfamiliar persons in your office, lab, or residence house.

Report suspicious tampering with physical security (doors, lock, etc.).

For more information, visit the federal government’s Homeland Security website:
www.whitehouse.gov/homeland

WASHINGTON UNIVERSITY MOBILE APP
We want to make sure you know where to find information in an emergency. Knowing that for many students, smartphones and mobile devices will often be conveniently on hand, WUPD uses Washington University’s official mobile app, WUSTL Mobile, to provide easy access to updates and instructions in the event of an emergency. With the app, you’ll see emergency updates, crime alerts and other current information about safety and security. We strongly encourage everyone to download the WUSTL Mobile app, which is available in the iTunes store, in the Google Play store, at www.wustl.edu/apps, and at police.wustl.edu. Please note: the updated Android version of the WUSTL Mobile app to include all campus safety functions is forthcoming.

For further information on the above police services and programs, contact:

WUPD (314) 935-5555
police.wustl.edu

Medical Campus Protective Services Department
(314) 362HELP(4357)
wusmproserv.wustl.edu

Parking and Transportation Services
(314) 935-5601
parking.wustl.edu
Community involvement is the key to any quality, community oriented policing program. The University encourages the accurate, prompt, informative, and responsible reporting of criminal incidents and suspicious activity or any other emergency to the WUPD or Protective Services (or other appropriate law enforcement agencies) by community members, as this is essential to a timely, effective, and efficient response.

If you are the victim of a crime or a witness to one or if a victim is unable to make a report, you should do the following:

1. Call police immediately. If on the Danforth Campus, dial (314) 935-5555. If on the Medical Campus, dial (314) 362-HELP (4357). You may also use any of the emergency telephones or intercoms to contact the WUPD or Protective Services Department. For all other locations dial 911 for municipal police.

2. Obtain description. Attempt to obtain a description of the offender(s), including gender, age, race, hair, clothing, and distinguishing features. Also attempt to obtain a description and license number of any vehicle(s) involved. Note the direction of travel of any offender(s) or vehicle(s), and report these to the police.

3. Preserve the crime scene. Do not touch any items involved in the incident. Close off the area of the incident, and do not allow anyone in the crime area until police arrive.

4. Consider counseling. Consider contacting the Habif Health & Wellness Center at (314) 935-6666. The Student Health Services may be able to help you manage the experience of being a crime victim or witness.

In addition to the WUPD or Protective Services, you may report a crime to the following individuals or their designees:

- Associate Dean of Students and Director of the Office of Student Conduct
  (314) 935-4174
- Associate Vice Chancellor and Dean of Students
  (314) 935-5081
- Associate Vice Chancellor and Director of First Year Center
  (314) 935-8081
- Human Resources (Danforth Campus)
  (314) 935-7746
- Human Resources (Medical Campus)
  (314) 362-7196
- Director of Housing at the Medical Campus Olin Residence Hall
  (314) 362-3230
- Associate Dean for Student Affairs at WU School of Medicine
  (314) 362-6843

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1. Call police immediately. If on the Danforth Campus, dial (314) 935-5555. If on the Medical Campus, dial (314) 362-HELP (4357). You may also use any of the emergency telephones or intercoms to contact the WUPD or Protective Services Department. For all other locations dial 911 for municipal police.

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- Human Resources (Danforth Campus)
  (314) 935-7746
- Human Resources (Medical Campus)
  (314) 362-7196
- Director of Housing at the Medical Campus Olin Residence Hall
  (314) 362-3230
- Associate Dean for Student Affairs at WU School of Medicine
  (314) 362-6843

**CONFIDENTIAL AND ANONYMOUS REPORTING**

While the University urges the campus community to contact the WUPD or Protective Services, an individual may wish to submit a confidential report or remain, at times, anonymous and separate from the University’s student conduct or law enforcement process. If you are the victim of or witness to a crime and do not want to file a report directly with WUPD or Protective Services, you may still want to consider making a confidential or anonymous report through the Silent Witness program, available at police.wustl.edu. The program uses an encrypted server to maintain anonymity.

While the University may be limited in its ability to respond to such confidential and/or anonymous reports submitted to WUPD or Protective Services in this manner, the incidents and crimes reported are included in the University’s disclosure of its annual crime statistics if applicable.

The University also encourages professional or pastoral counselors to provide victims and witnesses the above information on reporting crimes on a voluntary, confidential basis to WUPD or Protective Services, if and when the counselor deems it appropriate, for inclusion in the University’s annual disclosure of crime statistics. A confidential report may be made to the Director of the Relationship and Sexual Violence Prevention Center at:

Kim Webb
(314) 935-8761

**REPORTING SUSPICIOUS PERSON(S) OR ACTIVITY**

If you see any suspicious activity or person(s) on or near the University’s Danforth Campus, immediately call the WUPD at (314) 935-5555 or from any Blue Light Emergency Telephone to report what you have seen.

If you see any suspicious activity or person(s) on or near the University’s Medical Campus, immediately call the Protective Services Department at (314) 362-HELP(4357) or from any Emergency Telephone or Intercom to report what you have seen.

Do not assume that what you see is innocent activity or that another individual has already reported it to the police. Do not worry about being embarrassed; rather, think about what could happen if you do not act.

Call police if you observe someone exhibiting any of the following examples of behavior:

- Persons loitering around offices, classrooms, laboratories, etc., who do not appear to be going anywhere specific
- Persons in the parking area, loitering at or near vehicles, who do not appear to be walking toward any particular vehicle or building
- Persons looking into office areas, storage rooms, or student areas, or persons going room to room trying doorknobs
- Persons who open your dorm room door without knocking, then leave when they see it’s occupied
- Persons loitering at unusual hours or locations
- Persons running from or in a building or carrying property that seems suspicious
- Persons loitering in parking lots, garages, or stairwells
WHAT ARE SUSPICIOUS VEHICLES?
Vehicles that are slowly moving through parking areas that have vacant parking spaces
Vehicles occupied by one or more persons that are parked in outlying parking areas away from the buildings or streets
Vehicles that are parked near buildings after campus buildings are closed

WHAT ARE OTHER SUSPICIOUS SITUATIONS?
Open or broken doors or windows
Persons who attempt to hide their face from view
Persons exhibiting unusual mental or physical symptoms
Persons who appear to be having a difficult time or spend a long time unlocking a bicycle

BOMB THREATS
If you receive or know of a bomb threat, immediately contact the WUPD at (314) 935-5555 or WUSM Protective Services at (314) 362-HELP (4357). For off-campus locations, call 911. Notify your supervisor, department head, or Resident Advisor, and wait for further instructions. If the threat was by telephone, write down as much information about the call as you can remember. The WUPD provides a Bomb Threat Checklist to assist in the collection of information on telephone threats. To obtain a copy, contact the Crime Prevention Office at:
(314) 935-5084

SEX CRIMES
If you are a sex crime victim, report it to the police immediately. Preserve the physical evidence. Do not bathe, brush your teeth, use personal cleansers, use the toilet, or change clothing. If you are the victim of a rape or other sex crime, you should seek medical treatment immediately, regardless of whether you report the matter to the police. (See Sexual Assault and Other Sex Crimes on page 33.)
Exposing one’s self is a crime in Missouri. If you observe someone doing this on the Danforth Campus, contact:
WUPD
(314) 935-5555
If you observe someone doing this on the Medical Campus, contact Protective Services at:
(314) 362-HELP (4357)
If off campus, call the municipal police.
(See Resources on page 43.)

HARASSING COMMUNICATIONS
Hang up if the caller says nothing, utters an obscenity, or fails to identify him or herself clearly.
If harassing communications persist or are threatening, call:
WUPD
(314) 935-5555
Protective Services
(314) 362-HELP (4357)
If the harassment is received off campus, contact your local police department or your phone company. Your phone company has options such as Call Tracing, Caller I.D., and Call Blocker; there may be a usage fee for these services.

WHAT SHOULD YOU DO IF YOU BELIEVE YOU ARE BEING STALKED?
If you feel safe and comfortable, tell the stalker to leave you alone clearly and firmly and then end all communication. Never negotiate with your stalker.
Keep a log of incidents with the date and time. Save any letters, emails, packages, and gifts.
Keep all addresses confidential, including your local address or residence hall, as well as your permanent address.
Screen all calls with a caller ID and answering machine. Program your phone to refuse unidentified callers. Save messages, including voicemail and text messages.
Identify safe locations for emergencies.
Inform your RA, Residential College/Community Director (RCD), Title IX Coordinator, family members, and/or trusted friends that you are being stalked. Provide them a photo of the stalker if you have one.
Report the incidents to the police, even if you are unsure about prosecution.
Contact WUPD to obtain details and/or assistance with obtaining an Order of Protection.

Timely Warnings
The Washington University Police Department (“WUPD”) and, depending on the location of the crime, the Washington University School of Medicine Protective Services Department (“Protective Services”) are responsible for issuing timely warnings in compliance with the Jeanne Clery Act, 20 U.S.C. 1092(f) et seq.
The decision to issue a timely warning will be made on a case-by-case basis after consideration of the available facts. Factors that will be considered in determining whether an alert will be issued include: whether there is a serious ongoing or continuing threat to students or employees; whether an alert would compromise law enforcement efforts; and whether the University has reliable information that, if disseminated, could help prevent similar crimes.
A timely warning will be considered whenever a campus security authority receives a report that a crime in one of the following classifications has occurred on or near campus or when a local
We also offer inscribing devices at the police department, which allows you to etch identifiers on your valuables (do not use your Social Security Number).

### Medical Emergencies

**STEPS TO TAKE IN A MEDICAL EMERGENCY**
1. Do not move the patient unless his or her life is in danger in the existing location.
2. Have someone stay with the patient until help arrives.
3. If on the Danforth Campus or South 40, call:
   - **WUPD**
   - (314) 935-5555
   - if at the Medical School, call:
     - **Protective Services**
     - (314) 362-HELP (4357)

   **For all other locations, dial:**
   - 911

   Tell them your name, your exact location, and a brief description of the problem. Do not hang up until told to do so.
4. If possible, have someone meet emergency personnel to guide them to the patient.

**MEDICAL ILLNESS AND INJURIES (STUDENTS)**
The Habif Health and Wellness Center is open Monday through Friday for student medical care. After-hours services may be obtained by calling (314) 935-6666.

Daily office visits are available during the fall and spring semesters, Monday, Tuesday, and Thursday 8 a.m. to 6 p.m., Wednesday 10 a.m. to 6 p.m., and Friday 8 a.m. to 5 p.m., on a walk-in or scheduled basis. Saturday hours are available from 9 a.m. to 1 p.m. for walk-in care during the academic year. A clinician is available during these times.

- **Habif Health and Wellness Center**
  - (314) 935-6666
  - shs.wustl.edu

In an emergency, on campus dial:
- **WUPD**
  - (314) 935-5555

Off-campus, dial:
- 911

The Student Health Service on the Medical Campus provides on-site medical, mental health, and health promotion services to medical campus students. The Student Health Service office is located on the 3rd Floor of the East Building, 4525 Scott Avenue, Suite #3420.

Their hours are 8:00 a.m. – 4:00 p.m., Monday through Friday.

- **Student Health Service on the Medical Campus**
  - (314) 362-3523
  - (314) 362-0058 (fax)
  - wusmhealth.wustl.edu

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**Lost and Found**

**DANFORTH CAMPUS**
The Danforth Campus Lost and Found is located at WUPD. All buildings and offices are encouraged to promptly forward any “found” items to the WUPD in order to maintain a central location for persons seeking lost property. A database of items reported missing is kept and crosschecked with items turned in. You may access this database at police.wustl.edu. Owners identified will be notified promptly and arrangements made to return the property. Any unidentifiable or unclaimed property will be held for 45 days and then disposed of or donated to charity.

Inquiries can be made during normal business hours. Items may be sent to Campus Box 1038.

Lost and Found
- police.wustl.edu

**MEDICAL CAMPUS**
The Medical Campus Lost and Found is located at the Department of Protective Services. All buildings and offices are encouraged to promptly forward any “found” items to Protective Services in order to maintain a central location for persons seeking lost property. Owners identified will be notified promptly and arrangements made to return the property. Any unidentifiable or unclaimed property will be held for 60 days and then disposed of or donated to charity.

**PROPERTY REGISTRATION AND IDENTIFICATION**

Washington University offers online property registration to faculty, staff, and students. To register items of personal property, the item must have a serial number. This information will remain on file for five years. Go to police.wustl.edu to register property.
MEDICAL ILLNESS AND INJURIES (FACULTY AND STAFF)

LIFE THREATENING
If on the Danforth Campus or South 40, call:
WUPD (314) 935-5555
If at the Medical School, call:
Protective Services (314) 362-HELP (4357)
For all other locations, dial 911 immediately for transportation to the Barnes-Jewish Hospital (BJH) Emergency Room, 400 N. Kingshighway, St. Louis, Missouri.
Send the completed “Report of Injury or Illness” form to the Washington University Worker’s Compensation office at Campus Box 1084. For a copy of the form, visit:
hr.wustl.edu
or call (314) 935-5547

NONLIFE THREATENING
To arrange for transportation to BarnesCare:
If on the Danforth Campus or South 40, call:
WUPD (314) 935-5555
If on the Medical School Campus, call:
Protective Services (314) 362-HELP (4357)
If after hours (between 4:30 p.m. and 8:00 a.m.), you will need to be transported to the BJH Emergency Room, call:
Worker’s Compensation Office (314) 935-5547
For authorization to treat the employee at BarnesCare and to request a “Report of Injury or Illness” form.
Send the completed “Report of Injury or Illness” form with the injured/ill employee to BarnesCare.

EMERGENCY SUPPORT TEAM
The Washington University Emergency Support Team (EST) is a volunteer student organization that provides 24-hour emergency medical care to the Danforth Campus during the academic year. Approximately half of the members are licensed Emergency Medical Technicians (EMTs), and the other half are certified in standard first aid. EST additionally offers classes in CPR and first aid, provides first aid for special campus events, and co-sponsors an EMT class each spring.

What Can I Do? Recognizing and Helping Students in Distress
Appendices G and H contain information for faculty, administrators, and staff from the Danforth and Washington University School of Medicine Student Health Services on recognizing and helping students in distress. Additional resources may be found below.

CONTACT INFORMATION
Student Health Services (Danforth Campus General Information)
• Make an appointment with a counselor or psychiatrist (314) 935-6695
• First appointments can be made online at studenthealth.wustl.edu
• Regular Mental Health Services office hours during the academic year are Monday, Tuesday and Thursday (8:00 a.m. 6:00 p.m.), Wednesday (10:00 a.m. 6:00 p.m.), and Friday (8:00 a.m. 5:00 p.m.)
Habif Health and Wellness Center Nathan Dardick House (Located on Garden Level)
• After Hours Emergencies (314) 935-6666 (Listen to the menu for instructions.)
Student Health Services (Medical Campus)
• (314) 362-3523
• To speak with a counselor and/or make an appointment
• After Hours Emergencies (314) 362-3526

ADDITIONAL CAMPUS RESOURCES
WU Suicide Prevention Training Program
AskListenRefer.org/washu
Kim Webb, Director of the Relationship and Sexual Violence Prevention Center (314) 935-8761
After-hours WUPD (314) 935-5555
Washington University Police Department (314) 935-5555
Christine Dolan, LGBT Student Involvement and Leadership Coordinator (314) 935-8029
Jessica Kennedy, Title IX Coordinator  
(314) 935-3118

Uncle Joe’s Peer Counseling and Resource Center  
(314) 935-5099
Student-run, confidential peer counseling and referral service. Available during the fall and spring semesters, 24 hours per day, by pager or for walk-in counseling, 10 p.m. – 1 a.m. each evening—Gregg House, exterior first floor entrance. For life-threatening concerns, please contact the police or:

SHS  
(314) 935-6666

Sexual Assault and Rape Anonymous Helpline (SARAH)  
(314) 935-8080
24-hour, student-staffed crisis counseling and resource phone service addressing the issues of sexual harassment, sexual abuse, sexual assault, rape, and relationship violence. Available during the fall and spring semesters.

Cornerstone: The Center for Advanced Learning  
(314) 935-5970
Provides tutoring, academic advising, and assistance with time management, test-taking strategies, and developing effective study skills.
Approves and arranges services and accommodations for students with disabilities.

CAMPUS MINISTERS
For additional resources, members of the Interfaith Campus Ministries Association are available to talk with students. For more information, call:
Dr. Alan Glass  
(314) 935-9626

Emergency Preparedness and Notification
NOTIFICATION PROCEDURES
All students, staff, and faculty are encouraged to immediately report any emergency or dangerous situation affecting the campus to the Washington University Police Department, Washington University School of Medicine Protective Services Department, or other University departments in sentinel roles (Student Health Services, Facilities, Environmental Health and Safety (EH&S), Residential Life, Fraternity and Sorority Life and Student Affairs on the Danforth and Medical Campuses).
Department personnel will either confirm the emergency directly or, without delay, contact University personnel with appropriate expertise to confirm the emergency situation.

If University personnel confirm the existence of an emergency or dangerous situation that is an immediate threat to the health and safety of the campus community, they will immediately report that situation to University officials who are authorized to initiate emergency notifications (unless the person confirming the situation is so authorized).

The University will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

University officials authorized to issue emergency notifications will make an effort to consult with one or more of their counterparts regarding the content and audience of emergency notifications. However, in exigent circumstances, any one of the authorized individuals may determine the content of the notification and the segment of the campus community that should receive notification. Where time permits, the authorized University officials may consult with members of the University’s Crisis Management Team (CMT) regarding the content and target audience of an emergency notification. University officials authorized to initiate campus-wide emergency notifications include the following: The Chancellor, the Provost, the Assistant Vice Chancellor and Chief of Police, the Director of Protective Services at the School of Medicine, the Chief of Staff to the Chancellor, the WUSTL Director of Emergency Management, a representative of Public Affairs, the Associate Vice Chancellor of Medical Public Affairs, the WUSM Emergency Management Program Director, and the Assistant Vice Chancellor for EH&S.

During an emergency or crisis, the University’s Office of Public Affairs, through its Vice Chancellor and Associate Vice Chancellors, works with the CMT to create messages on behalf of the University and to distribute information and messages to the designated segments of the campus community as quickly as possible. In the event of a campus-wide emergency, these individuals will work to distribute information and messages as widely as possible through traditional news media and social media channels to reach internal and external audiences.

The University uses the Emergency Email Broadcast System (EEBS) to distribute email notifications of an emergency. EEBS is capable of sending email to all members of the University community with a WUSTL.edu address. Emergency notifications can also be sent through the WU Emergency Notification System (ENS), called WUSTL Alerts, which is capable of sending out notifications via multiple modes such as: voice messaging to cellular, work and home phones, text message to cellular and paging devices, email messages, conference call bridges, fax, Alert Beacons, Desktop pop up notifications, WUSTL App push notifications, cable television...
override, and indoor/outdoor public address notifications. Emergency.wustl.edu serves as the main web-based information source for both general and incident specific emergency information. In the event of an emergency affecting the campus community, emergency.wustl.edu will be updated regularly by the Office of Public Affairs to provide incident-specific emergency information. Additionally, the University provides incident-specific emergency information through various forms of social media such as Facebook and Twitter.

Finally, the University maintains a system of emergency warning sirens around the Danforth Campus that may be triggered in the event of a campus emergency or dangerous situation that is an immediate threat to the health and safety of the campus community.

The University conducts many tests and drills each year in connection with its emergency response and evacuation procedures. Information pertaining to each of the tests and drills performed during 2014 can be found at Appendix B.

KNOW “WHERE TO GO” IN AN EMERGENCY
Washington University in St. Louis is committed to protecting the safety and security of our community. The following information will tell you where to go for information in an emergency, where to go on campus, how to report an emergency, how to respond when an emergency occurs, and how to prepare for an emergency.

Emergencies or disasters can happen at any time and usually occur without warning. When an emergency strikes at Washington University, our safe and prompt recovery will depend on existing levels of preparedness and a thoughtful response among students, faculty, staff, and visitors.

WHERE TO GO FOR INFORMATION WHEN A CRISIS OCCURS
You will have multiple ways to obtain information about the status of a crisis, should one take place at Washington University.

Website: Visit the University’s website, emergency.wustl.edu. New information will be posted to the site continuously. If there is no current emergency, the site will say so.

Hotline: You can listen to updated voice messages by calling:
University hotline
(314) 935-9000 (5-9000 from a campus phone)
888-234-2863 (out of area)

E-mail: Check your email for updated information.

WHERE TO GO WHEN A CRISIS OCCURS
Buildings on all campuses of Washington University have Emergency Assembly Points, which will be marked with the “Where to go” symbol. Look for the designated assembly point for your location. To preview the location of Emergency Assembly Points, visit emergency.wustl.edu, or see Appendix A.

HOW TO REPORT AN EMERGENCY
If you witness an emergency situation, to get help and report the emergency to the Washington University Police Department (WUPD) or Protective Services on the Medical Campus, please call

Danforth Campus:
WUPD
(314) 935-5555

North Campus, South Campus, West Campus, or Tyson Research Center:
911
then WUPD
(314) 935-5555

Medical Campus:
Protective Services
(314) 362-HELP (4357)

Off Campus:
911
then WUPD
(314) 935-5555

OUTDOOR WARNING SIRENS
Washington University in St. Louis has added three outdoor warning sirens on the Danforth Campus that are used to alert our campus community about severe weather and tornado warnings. They can also be used to convey emergency information for other crises. The sirens are tested monthly. These tests take place on the first Monday of each month in conjunction with St. Louis County’s outdoor warning siren test at 11 a.m. The tests will last approximately three minutes, weather permitting.

HERE IS WHAT YOU NEED TO KNOW TO PREPARE FOR AN EMERGENCY
Family preparedness: You will be much more effective in responding to an emergency that takes place at Washington University if you know your family and loved ones are safe. For tips on how to prepare your family for an emergency, go to the following website: www.dhss.mo.gov/Ready_in_3.

Emergency messages: Washington University has established a service (WUSTL Alerts) for sending emergency messages in text and voice formats to cellular phones, email addresses, and traditional phones. If you have not already done so, update your information at emergency.wustl.edu

Keep your information current: Washington University can only get emergency information to you if the University knows how to reach you. Confirm that your contact information is correct, including home phone number, cell phone number, campus address, and who to contact if you are ever injured:

Faculty & staff: Confirm your information on HRMS at hr.wustl.edu
Students: Confirm your information on SIS at aisweb.wustl.edu/studentrecords/home.nsf

Emergency Notification System: The University has established a mass notification system to communicate critical information to the campus community in a time of urgency. The Emergency Email Broadcast System (EEBS) is the result of a collaborative effort by the University’s various email system managers to create an efficient means of transmitting email messages to the entire campus.

Preparing well in advance of emergencies is one of the most effective ways to deal with any disaster. Please review precautions, and take the steps recommended here.

How to respond to specific emergencies

FIRE SAFETY
Preparing for emergencies well in advance is one of the most effective ways to deal with potential disasters.

Review the following precautions and prepare to take the steps recommended.

STEPS TO FOLLOW IF YOU SEE A FIRE
1. Manually activate the fire alarm system (pull station).
2. Call appropriate emergency number to report a fire.
   If on the Danforth Campus or South 40, call: WUPD (314) 935-5555
   If at the Medical School, call: Protective Services (314) 362-HELP (4357)
   For all other locations, dial: 911
3. Immediately exit the building and, if not in immediate danger, close doors behind you.
4. DO NOT use elevators.
5. Gather outside at the designated Emergency Assembly Point (EAP) and do not attempt to re enter the building until instructed to do so by fire fighters or University public safety staff.

STEPS TO FOLLOW IF A FIRE ALARM IS ACTIVATED
1. Walk to the nearest exit.
2. DO NOT use elevators.
3. Assist persons with functional needs.
4. Notify firefighters or University public safety staff if there is someone trapped inside the building.
5. Gather outside at the designated Emergency Assembly Point (EAP) and do not attempt to re enter the building until instructed to do so by fire fighters or University public safety staff.

STEPS TO FOLLOW IF YOU ARE TRAPPED IN A FIRE
1. Remain calm.
2. Before opening a door, feel it with the back of your hand. If it is hot:
   a. Do not open the door.
   b. Open the windows. If possible, lower the top half of the window to let out heat and smoke, and raise the lower half to let in fresh air.
   c. Seal cracks around the door with towels, linens, or clothes. Soak these items in water if possible.
   d. To attract attention, hang objects out the window. Shout for help. If you have access to a phone, call the appropriate emergency number.
   e. Keep low to the ground with your head six to eight inches off the floor. Take short breaths to avoid inhaling smoke. Place a wet towel over your nose and mouth.
3. If the door is not hot, brace yourself against the door and open it slowly. If hot air or fire rushes in, close the door and refer to step 2a.
4. If you can leave, close all doors behind you and proceed to the nearest safe exit. Go to your assembly area and stay there until you are told to return to your building by someone in charge.

STEPS TO FOLLOW FOR FIRE PREVENTION
1. Know every regular and emergency exit from the building you are in. Know how to activate the alarm system and what it sounds like. Know the location of fire extinguishers and how to operate them.
2. Arrange the contents of your room with fire safety in mind. Maintain clear and unobstructed access to your room door, from both the inside and out side.
3. Do not overload electrical outlets. Do not use broken, frayed, or cracked electrical cords. Do not suspend lamps or lights by their own cords. Follow all safety precautions when utilizing power strips and extension cords.
4. Smoking is prohibited in all University buildings and on campus.
5. Contact the Environmental Health and Safety Office for proper safety procedures for storing flammable materials in your area.
6. False activation of fire alarms or fire extinguishers creates a substantial safety hazard, and may result in a referral to the appropriate authorities.

USING A FIRE EXTINGUISHER FOR SMALL FIRES
Pull safety pin from handle Aim at base of fire Squeeze the trigger handle
Sweep from side to side at base of fire.
For further information, contact:
Environmental Health and Safety Office,
Occupational Safety Division
(314) 362-6816

WUSTL Director of Emergency Management
(314) 935-9261

WUSM Emergency Management Program Director
(314) 747-8208

University Safety Officer
(314) 362-6816

The Occupational Safety Division and the Emergency Management Office act as a resource to provide assistance, advice, or training concerning occupational safety and health issues. Areas included are fire safety, hazard abatement, risk management, natural disaster planning, and accident investigation. The staff also provides assistance in the areas of ergonomics, lockout tag-out, confined space, indoor air quality, and asbestos.

Active Shooter

Several recent and tragic shootings on school campuses have heightened concern about what steps to take if you are confronted with a similar situation. The Washington University Police Department and the Washington University School of Medicine Protective Services Department offer the following recommendations:

If you are involved in a situation where someone has entered the area and started shooting, the following actions are recommended:

RUN
1. Run and exit the building immediately.
2. Notify anyone you may encounter to exit the building immediately.
3. Report to a place that you feel safe.

REPORT
1. If on the Danforth Campus or South 40, call:
   WUPD
   (314) 935-5555
   If at the Medical School, call:
   Protective Services
   (314) 362-HELP (4357)
   For all other locations, dial:
   911
2. Give the Dispatcher the following information:
   a. Your name
   b. Location of the incident (be as specific as possible)
   c. Number of shooters (if known)
   d. Identification of shooter (if known)
   e. Number of persons who may be involved
   f. Your location

HIDE
If you are directly involved and exiting the building is not possible, the following actions are recommended:
1. Go to the nearest room or office and hide.
2. Close and lock the door.
3. Cover the door windows.
4. Keep quiet and act as if no one is in the room. Silence your cellular and electronic devices.
5. DO NOT answer the door.
6. If on the Danforth Campus or South 40, call:
   WUPD
   (314) 935-5555
   If at the Medical School, call:
   Protective Services
   (314) 362-HELP (4357)
   For all other locations, dial:
   911
7. Give the Dispatcher the following information if you know it:
   a. Your name
   b. Your location (be as specific as possible)
   c. Number of shooters (if known)
   d. Identification of shooter (if known)
   e. Number of persons who may be involved
8. Wait for Washington University Police or other law enforcement authorities to assist you out of the building.

FIGHT
If you are confronted by the attacker, fight if your life is threatened.

Natural Disasters

TORNADOES

BEFORE A TORNADO
The Midwest is prone to violent weather. Broadcast radio, television, and Internet weather sites issue severe weather alerts.

• Familiarize yourself with the most favorable areas for shelter. Evacuate to the basement, an inside hallway, or an interior bathroom on the lowest level possible with a flashlight and radio.
• Familiarize yourself with your building's evacuation plan.
• Be familiar with the weather service alert and outdoor warning siren system. There is a test of the sirens in the St. Louis area the first Monday of each month at 11 a.m. unless there is an actual threat of severe weather or tornado.
• Develop a calling tree with names, numbers, and locations. This tree should include at least one per son from each floor or area in your department.
• Keep at least one flashlight with extra batteries on hand.
• Keep at least one battery operated radio on each floor to use only in an emergency.

**DURING A TORNADO**

- Evacuate to the basement, an inside hallway, or an interior bathroom on the lowest level possible with a flashlight and radio. Get under something sturdy and cover your head or assume a crouched position with arms over your head. Remain away from outside walls.
- Stay away from windows, particularly on the windward side, and avoid shelter in large rooms with large, unsupported roof spans.
- If outside in an automobile, do not try to outrace the tornado; drive at right angles away from the tornado's path. If there isn’t time to evade the tornado or if you are on foot, take cover and lie flat in the nearest depression such as a ditch, culvert, excavation, or ravine.

**AFTER A TORNADO**

- Help injured or trapped persons.
- Turn on the radio, television, or go to the Internet (emergency.wustl.edu) to get the latest emergency information and instructions.
- Use the telephone for emergency calls only.
- If you smell gas or chemical fumes, leave the building and gather outside at the designated Emergency Assembly Point (EAP) and do not attempt to re enter the building until instructed to do so by fire fighters or University public safety staff.
- If severe weather is still occurring, then seek shelter in another building.

**EARTHQUAKES BEFORE AN EARTHQUAKE**

St. Louis lies in the New Madrid fault zone, the site of several large earthquakes in the early 1800s. Another large earthquake in the region could cause significant damage to the St. Louis area.

Prepare for an earthquake by taking a few minutes to identify possible hazards in your work area or residence such as:

- Top-heavy, freestanding items that could topple
- Heavy or breakable items on high shelves
- Heavy items hung on the wall or ceiling near the work area
- Be aware that all utilities (gas/electric/water) will probably be down as a result of a severe earthquake. Emergency services may be extremely limited for up to 72 hours.
- Choose one out-of-state friend or relative that family members can contact to learn of your whereabouts and condition.
- Store or have access to emergency supplies (water; nonperishable, ready-to-eat food; first-aid kit; medicine; tools; portable radio; flashlight; fresh batteries; blankets; warm jacket; fire extinguisher) in a secure place at your residence and in your car.

**DURING AN EARTHQUAKE**

If you are inside

- STAY PUT, but evacuate tunnels, mechanical rooms, laboratories, and indoor swimming pools.
- DROP and TAKE COVER under a sturdy piece of furniture. Stay away from glass, windows, and outside doors. If unable to move, cover your head and body with your arms, pillows, blankets, books, etc., to protect yourself from falling objects. Avoid high bookcases, mirrors, cabinets, or other furniture that might topple.
- HOLD ON until the shaking stops.
- NEVER take an elevator. If you are outside
  - Avoid trees, power lines, and other hazards.
  - Move to an open area if possible.
  - Drop to the ground until the shaking stops. If you are in a vehicle
    - Pull over and stop the car.
    - Do not stop on overpasses, underpasses, or bridges.
    - Stay in the vehicle until the shaking stops.

**AFTER AN EARTHQUAKE**

- Expect aftershocks. Each time one occurs, DROP, TAKE COVER, and HOLD ON.
- Check yourself and others in your area for injuries.
- Place all telephone receivers back on their hooks.
- Tune in to the radio, television, or the Internet (emergency.wustl.edu) to get news and instructions.
- If you smell gas or chemical fumes, leave the building and gather outside at the designated Emergency Assembly Point (EAP) and do not attempt to re enter the building until instructed to do so by fire fighters or University public safety staff.
Contact the out-of-state person you designated so that family members and friends can call him or her to learn about your whereabouts and condition.

For several days after a severe earthquake, be prepared for aftershocks. Common after a large earthquake, aftershocks can cause additional damage to weakened structures.

**FLOODS**

**PREPARING FOR FLOOD**

There are two types of flooding that can impact the University community:

**Flash Floods:** Be aware of streams, drainage channels, ditches, and other areas known to flood. Flash floods can occur in these areas with or without such typical warnings as rain clouds or heavy rain.

Flooding can also occur due to a Fire Emergency. If your area is protected by an automatic sprinkler system, it can activate during a fire. In an automatic sprinkler system, a network of piping filled with water under pressure is installed behind the walls and in the ceilings, and individual sprinklers are placed along the piping to protect the areas beneath them. Because the water is in the piping, the fire sprinkler system is always “on call.” The activation of an automatic sprinkler system will cause flooding and water damage to areas beneath the sprinkler heads and possibly to floors/rooms below.

**EVACUATION TIPS**

Secure your area. If you have time, bring outdoor property inside. Move essential items to an upper floor or at least up off the floor.

Turn off utilities at the main switches or valves only if instructed to do so. Disconnect electrical appliances.

Do not touch electrical equipment if you are wet or standing in water.

Do not walk through moving water. Six inches or less of moving water can make you fall. If you have to walk in water, walk where the water is not moving. Use a stick to check the firmness and depth of the ground in front of you.

**DRIVING FLOOD FACTS AND TIPS**

Do not drive into flooded areas, turn around! If flood waters rise around your car, abandon the car and move to higher ground if you can do so safely. You and the vehicle can be quickly swept away.

Six inches of water will reach the bottom of most passenger cars causing loss of control and possible stalling.

Six to 12 inches of water will float many vehicles.

Two feet of rushing water can carry away most vehicles including sport utility vehicles and pickups.

**Hazardous Material Spills**

For spills or incidents that require special training, procedures, or equipment that are beyond the abilities of personnel on site, take the following steps:

- Immediately notify affected personnel and evacuate the spill area.
- Pull the fire alarm if building evacuation is required.
- Close the door behind you to contain the spill.
- If the spill material is flammable, turn off ignition and heat sources.
- Avoid breathing vapors of the spilled material.
- Leave the local exhaust ventilation (fume hoods) on.
- Call the appropriate emergency number to report the incident, or if there's contamination or spill involving a radioactive substance, call: Radiation Safety (314) 362-3476

Give the operator the following information:

- Your name, telephone number, and location
- Time and type of incident
- Name and quantity of the material, if known
- Extent of injuries or damage, if any

Anyone who is contaminated by the spill should avoid contact with others as much as possible, remain in the vicinity, and give his/her name to emergency personnel. An effort to wash off contamination and to administer any required first aid should begin immediately. Do not attempt to contain or clean up spills unless you have been trained.

**FLU INFORMATION**

The University has set up a website to share Danforth and Medical campus preparations and provide information about what you should do to protect yourself and prevent the spread of influenza, and how you should respond if you develop symptoms of influenza. Please visit emergency.wustl.edu/beprepared/epidemic for information.

**PREPARING FOR AN EVACUATION**

All members of the WUSTL campus community need to prepare to respond to any emergency that involves evacuating a building. At the sound of an appropriate fire alarm, or if you are instructed to evacuate, leave your work area, proceed to the nearest exit, and leave the building immediately. There are five key steps to take to prepare for evacuations:

- Learn the location of emergency exits and the shortest route to the exit (check your building's evacuation map) and a secondary evacuation route. When evacuating DO NOT USE ELEVATORS. In emergency situations, elevators may stop on
floors with hazards such as fire or smoke. USE THE STAIRS.

• Learn the location of emergency alarm activation stations. They are red, boxlike devices located on the wall near emergency exits.

• Learn the procedure for reporting emergencies. If you witness an emergency situation, to get help and report the emergency:

If on the Danforth Campus or South 40, call:
WUPD  
(314) 935-5555

If at the Medical School, call:
Protective Services  
(314) 362-HELP (4357)

North Campus, South Campus, West Campus, or Tyson Research:
911  
then WUPD  
(314) 935-5555

Off Campus:
911  
then WUPD  
(314) 935-5555

If the telephones in the building or your own cellular phone are not working, use any Blue Light Phone on campus. They are connected to the emergency communications center.

• Learn the sound of emergency alarm systems. Emergency alarms vary from building to building, but are designed to sound distinctly different from all other bells, buzzers, or signaling devices in the building. If you hear a constant ringing or buzzing you are unable to identify, report the situation to the appropriate emergency number for your location.

• Learn the location of fire extinguishers in the buildings in which you work, live, or visit.

EVACUATING INDIVIDUALS WITH FUNCTIONAL NEEDS
Special arrangements should be made for individuals who have a functional need that would hinder their evacuation from the building. The head of a unit in which a functional need person is employed is responsible for making necessary arrangements to provide assistance during an emergency. The functional need person’s designated “assistant” should find the person when the alarm sounds. WUPD or the Medical School Protective Services should be informed of people for whom special arrangements have been made. For more information, contact Emergency Management.

ABOUT BUILDING EMERGENCY PREPAREDNESS COORDINATORS
Each building on campus should have one or more designated Emergency Preparedness Coordinators. This person(s), named by the administrator whose units occupy the majority of space in a building, serves as the point of contact between the occupants of the building and Emergency Management. Among other functions, Emergency Preparedness Coordinators are responsible for communicating with building occupants in the event of an emergency that will cause the shutdown of some or all of the building, and they can provide information about evacuation plans from their building.

WUSTL-ALERTS
STUDENTS
You are already registered to receive emails with important information in the event of a campus emergency. When you add your cell phone number to WebSTAC (SIS), you will automatically be signed-up for the emergency text message option. Follow the instructions below.

1. Log into WebSTAC (SIS)

2. Click ‘Addresses’ under ‘Contact Information’ in the ‘Welcome to WebSTAC’ column on the left side of the website.

3. Add your cell phone information you want contacted in an emergency to either ‘Home’ or ‘Local’ addresses.

In order to keep current in the Washington University Emergency Notification System (ENS), please be sure you keep your contact information updated in WebSTAC (SIS). Students can only opt-out of non-University owned communication pathways.

FACULTY AND STAFF
You are already registered to receive emails with important information in the event of a campus emergency. When you add your cell phone number to the HR system you will automatically be signed-up for the emergency text message option. Follow the instructions below.

1. Log into HRMS

2. Click on link ‘Employee Self Service’ to expand Menu, then Click on ‘Personal Information’

3. Under the ‘Personal Information’ box, Click on ‘Personal Information Summary’

4. In the ‘Phone Numbers’ section, click the ‘Change phone numbers’ box.

5. There are now ten (10) different phone options. Please update all that are applicable, including your University, Personal or Other Cellular. NOTE: If you enter an AlphaNumeric pager, please be sure to include the @domainname.

6. Click the ‘Save’ box and then ‘Return to Personal Information’

7. If you have any problems, please call:
Help Desk  
(314) 935-5707

In order to keep current in the Washington University ENS, please be sure you keep your contact information updated in HRMS. Employees can only opt out of non-University owned communication pathways.
Annual Fire Safety Report Compliance

Pursuant to the requirements of the Higher Education Opportunity Act, the University prepares and distributes the following annual fire safety report outlining fire safety practices, standards, and on-campus housing fire statistics.

1. FIRE SAFETY SYSTEMS
A description of each on-campus student housing facility fire safety system on the Danforth Campus can be found in Appendix C, or on the Washington University Police Department website.
A description of the on-campus student housing facility fire safety system on the Medical Campus can be found in Appendix C, or by clicking on the link to Residence Hall Fire Safety on the Washington University School of Medicine Protective Services website.

2. FIRE DRILLS
Danforth Campus The University conducted three fire drills in 2014 for each on-campus residential housing facility.
Medical Campus
The University conducted four fire drills in 2014 for the on-campus residential housing facility located on the Medical Campus.

3. RESIDENTIAL LIFE POLICIES
OPEN FLAMES
Danforth Campus
Residential Life Policy dictates that open flames, including candles and incense, are not permitted in any Residential Life-managed buildings. If a student’s religion or faith requires candle burning for certain occasions/holidays, they are instructed to contact their Residential College/Community Director for special consideration.

Medical Campus
Open flames and candles are highly discouraged in the Olin Residence Hall on the Medical Campus.

SMOKING
Smoking is not permitted on any Washington University campus.

ELECTRICAL APPLIANCES AND OTHER COOKWARE
Danforth Campus
Any appliance with open coil heating elements is prohibited. This includes but is not limited to gas grills, hibachis, hot plates, and toaster ovens. Halogen lamps are also prohibited in any Residential Life building. The use of grills and/or other cooking devices on balconies is strictly prohibited. If a student is unsure about a specific appliance, he or she should consult the Residential College/Community Director.

Medical Campus
All cooking appliances are prohibited, with the exception of a microwave. Electronic heating appliances, such as space heaters, are also prohibited.

MISUSE OF FIRE SAFETY EQUIPMENT
Tampering with fire safety equipment is a federal offense and subject to punishment by law. This includes fire extinguishers, fire alarm pulls, smoke detectors, sprinkler systems, fire panels, propping fire doors, etc. Covering smoke detectors is strictly prohibited. This includes the hanging of tapestries or other items from the ceiling.

4. PROCEDURES FOR STUDENT HOUSING EVACUATION
In responding to emergencies involving a fire, see “How to Respond to Specific Emergencies – Fire Safety,” found on page 22.
Students who encounter a fire in a building should pull the closest fire alarm and evacuate the building to the designated Emergency Assembly Point (EAP).
Emergency evacuation procedures are posted in every bedroom or suite. EAP locations are attached as Appendix A but may also be found on the University’s website at emergency.wustl.edu/resources.

5. FIRE SAFETY EDUCATION AND TRAINING PROGRAMS
The University’s Emergency Management Office conducts comprehensive annual training pertaining to fire prevention, response, and safety for Residential Life staff, including Residential Life professional staff and Resident Advisors, and Fraternity and other house managers, who in turn share that information with residents. In addition, basic fire safety information is provided to all new University employees as part of the Human Resources Orientation and to all Building Emergency Preparedness Coordinators. The University conducts 34 fire drills in the residential areas each year, at different times of day and on different days of the week. The goal of these drills is to reinforce with students the proper procedures to follow in the event of an actual fire. Staff members are also present to then discuss with those who evacuated the building what they did well, and what needed to be improved. Staff also walk through the buildings during these drills to ensure that all equipment is working properly, and to inspect the building for any fire safety concerns.

6. REPORTING FIRES ALREADY EXTINGUISHED
Per federal law, the University is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. Listed below are the phone numbers to call to report fires that have already been extinguished in on-campus housing. These are fires for which you are unsure whether WUPD or Protective Services may already be aware. If you find evidence of such a fire or if you hear about such a fire, please contact one of the following:
Danforth Campus
On the Danforth Campus, all fires, including those that have already been extinguished, should be reported to:
WUPD
(314) 935-5555

Medical Campus
On the Medical Campus, all fires, including those that have already been extinguished, should be reported to:
WUSM Protective Services
(314) 362-HELP (4357)

7. PLANS FOR FUTURE IMPROVEMENTS
The University is committed to providing students, faculty, and staff with a safe campus environment. In furtherance of that goal, the University regularly reviews and, when appropriate, revises and/or enhances its fire safety, prevention, and response procedures and equipment. The University is also in the process of planning and implementing fire safety improvements in our off-campus housing, including building alarms and carbon monoxide and smoke detection systems.

8. FIRE STATISTICS AND FIRE LOG
Federal law requires every institution of higher education with on-campus housing to maintain a log that records all fires in on-campus housing facilities and report certain fire statistics set forth below. For these purposes, the university considers a “fire” to include any instance of open flame or other burning that is either uncontrolled, or located in a place not intended to contain the burning.

The information below identifies those fires that have occurred in on-campus residential housing facilities during the calendar year 2014. In addition, the fire statistics for each campus can be found in Appendix F.

Danforth Campus (also available at police.wustl.edu/firelog.html):
NONE

Medical Campus (also available at wusmproserv.wustl.edu):
FIRE Date Reported: September 17, 2014 – 1:30 a.m.
Location: Olin Residence Hall
Synopsis: Complainant reported unintentional fire when clothing left on lamp to dry.
Disposition: Cleared
Date Occurred: September 17, 2014 – 1:30 a.m.

Annual Campus Security Report Compliance

This Safety and Security brochure is intended to be a convenient source of information to help members of the University keep themselves and each other safe. It is also distributed as part of the University’s obligations under the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (“Campus Security Act”), which requires universities to collect and disseminate campus crime statistics and other related information.

1. REPORT OF STATISTICS
The University’s 2014 Report of Statistics for the Danforth Campus is available in Appendix D and at police.wustl.edu. The University’s 2014 Report of Statistics for the Medical Campus is available in Appendix E and at wusmproserv.wustl.edu by clicking on the link to “Crime Statistics.” For a hard copy, contact:
WUPD
(314) 935-5555
WUSM Protective Services
(314) 362-HELP (4357)

2. CAMPUS SECURITY POLICIES
As outlined in greater detail in this brochure, effective law enforcement involves a cooperative effort on the part of each member of the entire University community. In support of this effort, all victims of or witnesses to a crime on campus are strongly encouraged to report the crime immediately to:
WUPD
(314) 935-5555
WUSM Protective Services
(314) 362-HELP (4357)

You may also come by in person to the department offices; or by using a Blue Light Emergency Telephone. Victims of or witnesses to off-campus crimes are strongly encouraged to call 911 immediately to report the crime.

In addition to the policies, procedures, and recommendations throughout this brochure, in accordance with the Campus Security Act, the University further provides the following statements and information.
(i) Timely Warnings
See page 17 of this brochure.
(ii) Preparation of Annual Disclosure of Crime Statistics
The University prepares this brochure and the Annual Security Report contained herein to comply with the Campus Security Act, and the full text of this brochure is available on the University’s web site at police.wustl.edu. This brochure and report is prepared by the WUPD and Protective Services, in cooperation with other campus departments, including Housing and Residential Life,
Federal law requires that the University disclose statistics for the offenses below that occur in the following geographic areas: (1) on campus; (2) in or on non-campus buildings or property owned or controlled by the University; and (3) on public property within or immediately adjacent to campus, as those terms are defined in the Campus Security Act.

Under the Campus Security Act, the following criminal offenses must be reported and disclosed: murder, manslaughter, sex offenses (forcible and non-forcible), aggravated assault, arson, burglary, robbery, motor vehicle theft, dating violence, domestic violence, and stalking. In addition, the University is required to provide statistics related to liquor law violations, drug abuse violations, and weapon law violations that resulted in either an arrest or documented referral for disciplinary action. Finally, the University is required to disclose statistics for a separate category of bias-related “hate” crimes, including murder, non-negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, larceny theft, vandalism, intimidation, simple assault, and damage/destruction/vandalism of property.

Campus crime, arrest, and referral statistics include those reported to the WUPD, Protective Services, individuals designated “Campus Security Authorities” as defined by the U.S. Department of Education, and local law enforcement agencies.

In collecting the statistics to be reported, the University requests data from local law enforcement authorities in the cities of St. Louis, Clayton, Maryland Heights, and University City, and in St. Louis County.

Each day, the WUPD and Protective Services make available on their respective websites and in the WU Police Department lobby a daily Media Log that lists the date, time, location, description, and disposition of incidents that are reported to WUPD or Protective Services and that occur in the geographical areas noted above, as well as incidents in the university’s patrol jurisdiction. The Danforth Campus information is also routinely published in the student campus newspaper, Student Life, and the faculty and staff newspaper, The Record. You can access the Media Log by visiting police.wustl.edu and/or wusmproserv.wustl.edu.

Each year, the University sends an email notifying all students, faculty, and staff of the Annual Security Report and providing a link to the Safety and Security Brochure on the University’s website. For those university employees that do not have email addresses, individual notifications of the link to the Safety and Security brochure on the university’s website are sent via campus mail. Hard copies of the brochure may be printed from the website or obtained in person from the WUPD or Protective Services.

4. LAW ENFORCEMENT POLICIES

5. CAMPUS SECURITY EDUCATIONAL PROGRAMS

6. CRIME PREVENTION PROGRAMS

7. STUDENT CRIMINAL ACTIVITY OFF-CAMPUS
When a WU student is involved in an off-campus criminal or judicial offense, WUPD may assist with the investigation in cooperation with local, state, or federal law enforcement. Local law enforcement agencies routinely work and communicate with campus officers on any serious incidents occurring on campus or in the immediate areas surrounding campus. Local municipal law enforcement agencies have primary jurisdiction in all areas off campus, including those areas off campus where student organizations recognized by the University may be located; however, WUPD and/or Protective Services can and do often respond to student-related incidents that occur in close proximity to campus.

WUPD and Protective Services officers have direct radio communications with local police, fire, and ambulance services to facilitate rapid response in any emergency situation. The University monitors and documents these off-campus criminal activities by its students of which it becomes aware through local police or otherwise, including at off-campus locations of student organizations officially recognized by the University.

8. ALCOHOL POLICY
See Alcohol and Drug Policies, page 30.

9. DRUG POLICY
See Alcohol and Drug Policies, page 30.

10. DRUG AND ALCOHOL ABUSE PREVENTION AND EDUCATION
See Alcohol and Drug Policies, page 30.

11. SEXUAL ASSAULT & SEXUAL HARASSMENT PROGRAMS

3. FACILITIES SECURITY POLICIES
See University At a Glance, page 4; Facilities, page 6; and Police and Protective Services, page 8.
12. CAMPUS SEX CRIMES PREVENTION ACT
Under the Campus Sex Crimes Prevention Act, persons required to register under a state offender registration program must notify the state concerning each postsecondary school at which the offender works or is a student. In Missouri, sex offenders must register with the police department in the city or county in which they live or work. To view or purchase registry lists, contact either the St. Louis City Police at 1200 Clark Ave., Room 114, St. Louis, MO 63103, or the St. Louis County Police at 7900 Forsyth, Record Room, Clayton, MO 63105. The State of Missouri also maintains a registered sex offender database on the Internet that can be found at MSHP.dps.missouri.gov.

13. DISCLOSURES TO ALLEGED VICTIMS OF CRIMES OF VIOLENCE OR NON-FORCIBLE SEX OFFENSES
The University will, upon written request and in accordance with the law, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the University against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, the University will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

14. EMERGENCY RESPONSE AND EVACUATION PROCEDURES

15. MISSING STUDENT NOTIFICATION POLICY AND PROCEDURE
See Missing Student Notification Policy and Procedure, page 32.

Alcohol and Drug Policies
Washington University seeks to encourage and sustain an academic environment that respects individual freedoms and promotes the health, safety, and welfare of its students, faculty, staff, and visitors. As adults, all students, faculty, staff, and visitors are expected to know and obey the applicable laws and all University rules and regulations and to be responsible for their own behavior.

Washington University complies with federal laws on drug and alcohol abuse prevention. These laws require that, as a condition of receiving federal funds (particularly student aid funds), Washington University adopt and implement a program to prevent the unlawful possession, use, and distribution of illicit drugs and alcohol by students and employees. The manufacture, distribution, possession, or use of illicit drugs and the unlawful possession, use, or distribution of alcohol on Washington University property, or as part of any of University activities, are prohibited.

Anyone who violates the law or University policy is subject to discipline under the University Student Judicial Code (http://wustl.edu/policies/assets/pdfs/university-student-judicial-code.pdf) and to sanctions ranging from warnings to expulsion. Faculty and staff members are subject to a full range of sanctions, up to and including dismissal. Those who violate the law also may be subject to criminal prosecution.

The University's Drug and Alcohol Policy was adopted in accordance with the Drug-Free Workplace Act and the Drug-Free Schools and Communities Act and is published in Course Listings, The Record, and employee, faculty, and student handbooks. The Drug and Alcohol Policy is also available at hr.wustl.edu/policies/Pages/DrugandAlcoholPolicy.aspx. The University also publishes a policy addressing alcohol at University events. This is located at www.wustl.edu/policies.

Questions concerning Washington University's Alcohol and Drug policies and its provisions should be directed to:
- Tamara King, Associate Dean of Students and Director of the Office of Student Conduct (314) 935-4174
- Shruti Desai, Associate Director of Residential Life (314) 935-5050
- Rob Wild, Associate Vice Chancellor for Students (314) 935-8081
- Human Resources (Danforth Campus) (314) 935-7746
- Human Resources (Medical Campus) (314) 362-7196

ALCOHOL AND SUBSTANCE ABUSE PREVENTION AND EDUCATION PROGRAMS
Early recognition and treatment of drug or alcohol abuse are important for successful rehabilitation, and for reduced personal, family, and social disruption.

Washington University encourages the earliest possible diagnosis and treatment for drug and alcohol abuse; however, the decision to seek diagnosis and accept treatment for drug or alcohol abuse is the responsibility of the individual.

The University encourages faculty, staff, and students to seek assistance in working with a substance abuse concern, or those concerns of a friend or family member, by contacting available resources. University resources include:
- Student Health Services (Danforth Campus) (314) 935-6666
- Student Health Services (Medical Campus) (314) 362-3523
- Mental Health Services (Danforth Campus) (314) 935-6695
- WUSM Department of Psychiatry (314) 362-7002
- Employee Assistance Program 1-800-765-9124
In particular, the Habif Health & Wellness Center offers programs and services for questions and concerns related to alcohol and other drugs. For treatment and information on the health effects of drug use and high-risk drinking or to schedule a personal assessment, contact:

**Amanda Hoylman, Substance Abuse Specialist**
(314) 935-7386

All incoming freshmen and transfer students are required to complete an online alcohol education tutorial. In addition, Health Promotion Services organizes peer education programs by emailing well ness@wustl.edu. Useful information and links are also available at shs.wustl.edu.

Programs and information offered include a web-based alcohol and marijuana education and behavior assessment tools, free individual appointments and workshops on stress management encouraging students to replace alcohol and substance abuse with healthier coping strategies, professional health education programs upon request to students in fraternity and sorority life, Residential Life, Student Leadership and Orientation programs, online educational information posted on shs.wustl.edu regarding what is a standard drink, what is moderate drinking, blood alcohol content, types of drinking behaviors, lower-risk drinking, how to recognize a problem, where to go for help, immediate care for an intoxicated person, and how to talk to a friend with a substance abuse problem. Substance Abuse Recovery meetings are also offered near campus.

During the annual new undergraduate and transfer student orientation program in August, the First Year Center facilitates a program called “Bearings” that all new students attend with their residential communities.

Transfer and exchange students also attend. “Bearings” is a series of thought-provoking and entertaining skits about the first-year experience at Washington University, presented by upper-class students. Students meet with their Residential College to hear from their Residential College Director (RCD), followed by a smaller group discussion led by their Resident Advisors and their Washington University Student Associates. The use of alcohol is addressed in the script for “Bearings.” The skit provides examples of bad choices that students make regarding their alcohol use and the negative personal consequences of those choices. Students are reminded that not all students choose to drink in college and those who choose to drink are reminded to do so responsibly. During the training of volunteer student WUSAs, the University’s alcohol and drug policies are discussed, as are the expectations of the WUSAs in fostering a safe environment in the communities where they are assigned.

The Office of Residential Life continually provides training that addresses substance use/abuse to undergraduate Resident Advisors (RA). Ongoing training is conducted in the following areas:

- the effects of alcohol on the body;
- the University policies concerning drugs and alcohol;
- strategies for confronting students who have had too much to drink;
- the University party registration process;
- techniques for talking with students who may have a drinking problem; and
- resources for RAs to refer students who may need additional support with alcohol or other drug concerns.

RAs are encouraged to provide at least one community program which educates undergraduate students on the risks associated with the use/abuse of alcohol in the first 6 weeks of the fall semester. These programs may be lectures, bulletin boards, community discussions or a related format, but must focus on making responsible choices. This serves as a follow-up to the skit in “Bearings” during New Student Orientation (Bear Beginnings) that discusses alcohol and drug use/abuse. Students are educated on the law and the University policies, while also being coached to make informed, responsible decisions.

The Office of Human Resources is instrumental in distribution of the University’s Drug and Alcohol Policy to University employees. The full policy or reference to the policy is available in various publications, including the staff employee hand books, supervisor policy manuals, Faculty Information Handbook, and online on the human resources web sites; it is also reviewed in various forums, including faculty and staff orientations, supervisor/manager training programs and human resource policy overview sessions.

Key to the promotion of this policy, along with the resources and programs available to faculty and staff members seeking more information and assistance, is the University’s Employee Assistance Program (EAP). The University’s Employee Assistance Program also provides confidential, professional assistance to benefits-eligible University employees and their family members to help resolve problems that are affecting their personal life or job performance. In addition to traditional EAP services and support that include crisis intervention and drug and alcohol counseling, the University’s EAP offers online access to an array of information resources such as self assessments, expert articles, reference materials, bulletin boards, chat rooms, online databases and provider searches to assist and educate on a variety of topics. As a part of WUSTL’s employee outreach, the EAP has been asked to include drug and alcohol education/prevention programs among the services it is contracted to provide.

The program is managed by People Resources, a nationally known professional consulting firm specializing in EAP services. Employees can contact People Resources 24 hours a day, seven days a week to arrange a confidential appointment with a specialist. EAP specialists have professional training and expertise in a wide range of issues such as marriage and family problems, alcohol and drug abuse, emotional and psychological concerns, financial difficulties, stress, and much more.

**EAP**
1-800-765-9124
worklifetools.com

Numerous non-University counseling programs also exist in the St. Louis metropolitan area. Many programs advertise extensively in local media. Consultation with one’s personal physician is advised prior to self-referral to such non-University programs. For further information regarding referral to such programs, contact...
MISSING STUDENT NOTIFICATION POLICY AND PROCEDURE

Washington University is committed to ensuring the safety of the members of our University community. In keeping with that goal, and in accordance with the Higher Education Act of 2008, 20 U.S.C. § 1092(j), the University has established the following Missing Student Notification Policy and Procedure.

Registration of Confidential Contact Information

1. Students residing in on-campus housing have the option to register a confidential contact person who will be notified in accordance with this policy if the Washington University Police Department (“WUPD”), the Department of Protective Services at the School of Medicine (“Protective Services”), or local law enforcement determines that the student is missing.

2. For purposes of this policy, the term “on-campus housing” means property that is owned, maintained, and/or operated by Washington University, the occupancy of which is governed by a contract with the Office of Residential Life or the Office of Student Involvement and Leadership. This term also includes the Olin Residence Hall at the School of Medicine (“WUSM”).

3. The confidential contact may be someone other than the emergency contact listed with the Office of Student Records or, at WUSM, with the Office of the Registrar. The student may register more than one confidential contact.

4. Only authorized campus officials and law enforcement officers pursuing the missing person investigation will have access to this information.

5. A student may register such confidential contact information at any time by filing a Confidential Contact Form with the Office of Residential Life or, at WUSM, with Protective Services. A copy of this Policy and Confidential Contact Forms are available online at wustl.edu/policies.

6. Each student who files a Confidential Contact Form is solely responsible for the accuracy of the contact information and for updating information, as necessary. A student may update information by filing a new Confidential Contact Form with the appropriate office.

MISSING STUDENT PROCEDURES

1. If a member of the University community suspects that a student may be missing, they should immediately notify the WUPD or Protective Services. In addition, missing person reports may be made to the following offices:
   • Dean of Students;
   • Office of Student Involvement and Leadership;
   • Office of Residential Life.

2. Upon receipt of a report that a student is missing, the WUPD or Protective Services will gather information to complete a Missing Persons Report Form, including but not limited to:
   • Name, location, and contact information of the person who reported the student missing;
   • Name, vital information, and a detailed description of the student reported as missing;
   • The circumstances in which the student was last seen or heard from;
   • List of known associates, addresses, and contact information;
   • Name/addresses of persons present at the scene.

3. Additional information that the WUPD or Protective Services will consider in determining whether a student is missing includes, but is not limited to, the following:
   • a student is out of contact for 24 hours after reasonable efforts to reach that student by phone calls, emails, and/or in-person attempts to establish contact;
   • circumstances indicate that an act of criminality is involved;
   • circumstances indicate that physical safety is in danger;
   • existence of a medical condition may threaten life or health; and/or
   • existence of a physical or mental disability.

4. If the WUPD or Protective Services determines that a student residing in on-campus housing has been missing for twenty-four (24) hours, the WUPD or Protective Services will initiate the emergency contact procedures outlined herein.

NOTIFICATION PROCEDURES

1. Whenever WUPD, Protective Services, or local law enforcement determines that any student residing in on-campus housing has been missing for 24-hours, the University will notify the following persons within 24-hours of that determination:
   • The confidential contact, if one has been specified by the student;
   • The parents or guardians of any student who is under the age of 18 and not an emancipated minor; and
   • Local law enforcement (unless local law enforcement made the determination).

2. Whenever WUPD or Protective Services determines that any student, whether residing on campus or not, has been missing for 24 hours, the University will notify local law enforcement.

3. Nothing in these policies and procedures shall prevent WUPD or Protective Services from initiating these and other emergency notification procedures within 24 hours of any student’s disappearance if, in the judgment of the WUPD or Protective Services, the circumstances of the student’s disappearance warrant an earlier notification.
Sexual Assault, Sexual Violence, Domestic/Dating/Intimate Partner Violence, and Stalking

Washington University is dedicated to creating a safe and respectful learning community, free from any form of sexual assault, rape, acquaintance rape, and other forms of sexual violence and harassment, including domestic/dating/intimate partner violence, and stalking. The University prohibits such conduct and views these issues as community health and safety concerns. The University pro-actively addresses these issues through our prevention and awareness programs and educational campaigns for students, faculty and staff, including bystander intervention training. We would like to engage all members of the Washington University and greater community to participate in the effort to stop violence and harassment.

The University will provide written notification to students and employees regarding existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims on campus and in the community. The information provided below is intended to assist all survivors of sexual assault, rape, and other forms of sexual violence and harassment, including domestic/dating/intimate partner violence, and stalking, and the friends who support survivors. The campus resources for prevention and survivor support include resources that can assist you in recognizing abuse, knowing your rights, and obtaining medical, counseling and legal assistance if you need or choose to access these services. These resources are available to all members of the University community.

WHAT TO DO
If you are in danger or if you need immediate medical care, call:

Danforth Campus:
Washington University Police Department
(314) 935-5555

Medical Campus:
Washington University School of Medicine (WUSM) Protective Services at
(314) 362-HELP (4357)

Off Campus, dial:
911

These steps are important to follow to the extent possible after experiencing violence:

• Leave the scene as is and get to a safe place immediately.

• Call someone who can help and support you through this process, such as a friend or relative, the police, your Resident Advisor or Residential College/Community Director (RCD), campus resources, or other community agencies (see resource list below).

• Get medical attention right away in cases of sexual assault, rape or other physical injury*. Even if you do not want to report the event to the police, you may have hidden internal injuries or sexually transmitted infections that require medical care.

• Do not shower, drink, eat, brush your teeth, or change your clothes. Such activities destroy physical evidence which could be useful in possible prosecution of the alleged perpetrator. If you have already done so, which is a normal response, you should still seek medical care, as these activities do not necessarily prevent the collection of evidence.

• Don’t blame yourself and don’t excuse or minimize your partner’s behavior.

• Think about your safety and create a plan. In case you need to get to a safe place, always carry a phone, keys, identification, money, and important contact numbers when you are out.

• Create a code word to use with friends and family that would indicate that you are unsafe and need assistance.

• Consider contacting the Sexual Assault Response Team (SART). SART is a community response program run by the YWCA Regional Sexual Assault Center. Local hospitals automatically contact SART in the event of a sexual assault. You may also contact them directly at:
SART
(314) 531-RAPE (7273)

• Consider contacting Kim Webb, the Director of the Relationship and Sexual Violence Prevention Center, available 24/7, at (314) 935-8761, or after hours through SARAH or WUPD, or one of the other campus or community resources below.

• Consider contacting the police.
WUPD
(314) 935-5555

WUSM Protective Services
(314) 352-HELP (4357)

Or you can dial 911 to reach the police in the area in which the assault took place. If you wish, the police may meet you at the hospital.

• Write down everything that you remember. When you get a quiet moment, record every thing that you remember. Even if the detail seems minute to you, it may be important. This may help you through your own healing process, as well as with any legal or judicial action you may decide to take. If you are a victim of stalking, keep documentation of all communications, including email, voice-mail, Facebook and other social media postings, texts, etc.

* Even if you feel scared or uncomfortable, the importance of
If you wish to speak to someone who is confidential, you may talk to anyone at the University with whom you feel safe and comfortable. Whether you live off or on campus, you may call WUPD at (314) 935-5555 or WUSM Protective Services at (314) 362-HELP (4357) to contact SART and/or to make a report. Call WUPD at (314) 935-5555 or WUSM Protective Services at (314) 362-HELP (4357) to contact SART and/or to make a report.

Do not feel that you have to go through this experience alone.

SEXUAL ASSAULT RESPONSE TEAM (SART)
WU has made special arrangements with SART, the YWCA’s on-call Sexual Assault Response Team, to provide confidential assistance and support to the WU community. A staff member from Washington University Police Department (WUPD), Student Health Services (SHS), or Kim Webb can contact SART for you (see phone numbers below). A SART volunteer can come to campus to meet you. If you prefer to meet a volunteer at the hospital, know that the volunteers serve all local hospitals listed above and are available for you whether or not you request assistance.

Washington University Police Department (WUPD) or WUSM Protective Services

Emergency contraception (EC) is available at Student Health Services and at the emergency rooms listed here. Should EC not be readily offered as part of the protocol, you may ask for it. For detailed information on EC, including how to obtain it at Student Health Services (SHS) and local pharmacies, visit shs.wustl.edu.

Student Health Services cannot offer evidence collection, but can offer compassionate care, appropriate exams, comprehensive STI screening, preventative medications, including emergency contraceptive, if appropriate, and ongoing medical and mental health care.

RIGHTS OF A SURVIVOR
• You have the right to receive medical care and mental health treatment or participate in legal procedures only after giving informed consent.
• You have the right to keep your name from the media.
• You have the right to be protected against future assaults.
• You have the right not to report to the police.
• You have the right to be given as much credibility as a victim of any other crime.
• You have the right to be treated with dignity and respect.

SUPPORT ON CAMPUS
Immediately following an incident, and later when you may find you need ongoing support and counseling, people on campus are ready to help. Whether you live off or on campus, you may call anyone at the University with whom you feel safe and comfortable. If you wish to speak to someone who is confidential, you may contact, Kim Webb, Director of the Relationship and Sexual Violence Prevention Center at (314) 935-8761 (or after hours through SARAH or WUPD) or any of the medical or mental health providers at SHS at (314) 935-6666, or you may contact student groups SARAH at (314) 935-8080 or Uncle Joes at (314) 935-5099.

Do not feel that you have to go through this experience alone.

HOW TO HELP A FRIEND
• Listen and be supportive. Your friend may reveal some graphic information. It is important not to overreact. Believe your friend and let your friend know you do. Focus on supporting the survivor; this is not about you or your thoughts and feelings about the incident.
• Give your friend the chance to talk about the experience and her or his feelings. Be thoughtful in your responses. Questions about your friend’s actions or judgment statements can further blame the survivor and add to the sense of guilt or shame.
• Communicate to your friend that any feelings she or he may have are normal and understandable. Supporting a friend means validating her or his feelings and emotions.
• Show interest, but do not pry or ask for specific details, which may make the survivor relive the experience. Allow your friend to be silent. You do not have to speak when she or he stops talking.
• Avoid making decisions for the survivor. Instead, listen and then ask how you can help.
• Help your friend regain some sense of control. Support your friend in making decisions about whom to tell and how to proceed.
• Do not touch or hug your friend without permission.
• Recognize your own limitations. No one expects you to be an expert in counseling or sexual assault; therefore, avoid making strong recommendations to the survivor.
• Realize that as a friend you may need counseling to cope with the events your friend may have shared with you. Counseling services are available through the Washington University Student Health Services or by calling (314) 935-6666

WHO CAN I TALK TO?
The University encourages victims to talk to somebody about what happened so that the victim gets the support they need and the University can respond appropriately. Different University employees on campus have different abilities to offer a victim complete confidentiality.

• Some are required to maintain near complete confidentiality; talking to them is sometimes called a “privileged communication.”

• Certain employees may talk to a victim in confidence, and generally only report to the University that an incident occurred in a particular location without revealing any personally identifying information. Disclosures to these employees will not trigger an investigation into an incident against the victim’s wishes.

• Third, some employees are required to report all of the details of an incident (including identifying information of both the victim and alleged perpetrator) to the Title IX Coordinator or a Deputy Title IX Coordinator. A report to these employees (referred to under the law as “responsible employees”) constitutes a report to the University and obligates the University to initiate an investigation into the incident and take appropriate steps to address the situation.

To help victims or other individuals make informed choices about where to turn, the following are examples of employees that fall into these categories.

A. PRIVILEGED AND CONFIDENTIAL COMMUNICATIONS
• Professional counselors and Health Care Providers

Professional, licensed counselors or other health care providers (e.g., doctors, nurses) who are acting in their professional role in providing mental health counseling or other treatment to members of our community through Student Health Services (and including those who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the University’s Title IX Coordinator without a victim’s permission.

To reach professional counselors through student health services, contact:

Danforth:
(314) 935-6666 or online at http://shs.wustl.edu

Medical School:
(314) 3623523 or online at http://wusmhealth.wustl.edu

The Relationship and Sexual Violence Prevention Center:
(314) 935-8761 during the day or after-hours through SARAH at (314) 935-8080 or WUPD at (314) 935-5555

In addition to these on-campus providers, victims may also reach out to other off-campus health care providers or clergy members to speak confidentially about an incident. A Resource Guide is found at the end of this brochure with available services and contact information.

• Nonprofessional Counselors and Victim Service Providers

Individuals who are not health care providers but who work in the on-campus Student Health Service office, including front desk staff, as well as those student volunteers who are members of S.A.R.A.H. or Uncle Joe’s Peer Counseling Service (who are not employees), can generally talk to a victim without a requirement that they reveal any personally identifying information about an incident to the University. A victim can seek assistance and support from these individuals without triggering a University investigation that could reveal the identity of the victim or the fact that the victim has disclosed the incident.

While maintaining a victim’s confidentiality, individuals in the Student Health Services office should report the nature, date, time, and general location of an incident to the Director of the Relationship and Sexual Violence Prevention Center, who will then transmit the de-identified information to the Title IX Coordinator. This limited report which should include no information that would directly or indirectly identify the victim—helps keep the Title IX Coordinator informed of the general extent and nature of incidents on and off campus so that the University may track any patterns, evaluate the scope of the problem, and formulate appropriate campus-wide responses. Before reporting any information to the Relationship and Sexual Violence Prevention Center or to the Title IX Coordinator, these individuals will consult with the victim to ensure that no personally identifying details are shared.

To reach these nonprofessional counselors and victim service providers, please contact:

• The Relationship and Sexual Violence Prevention Center:
(314) 935-8761 during the day or after-hours through SARAH at
(314) 935-8080 or WUPD at (314) 935-5555

• The Relationship and Sexual Violence Prevention Center offers 24/7 response to students who have been victimized, or are in a threatening situation and desire support with medical care, police response, or emergency housing. Additionally, during business hours, the Office is a confidential space to discuss survivor rights, options for reporting, resources that are available both on campus and in the community, and to access ongoing support. The Office also provides education and training on sexual harassment, sexual violence, domestic/dating/relationship violence, and stalking, and provides opportunities for student involvement through Green Dot, SARAH, LIVE, and Men’s Group.

• Sexual Assault and Rape Anonymous Helpline (SARAH):
(314) 935-8080

SARAH is a 24-hour confidential helpline run by students during the academic year. Open to all students of the Washington University.
University community, the helpline provides information and referrals. All SARAH volunteers have received at least 60 hours of training on issues related to sexual harassment, sexual assault, and relationship violence.

- Uncle Joe’s Peer Counseling and Resource Center: (314) 9355099

Physical Location: Gregg House on the South 40, basement
Phone counseling: available 24/7
In-person counseling: 10 p.m.–1 a.m. every night during semesters

Uncle Joe’s is a student-run peer counseling service. The students who work at Uncle Joe’s are available for confidential guidance and referrals by phone or in person. Uncle Joe’s has information and resources for dealing with a wide range of problems encountered by college students, including sexual harassment, sexual assault, and relationship violence.

Again, if a victim wishes to seek support and assistance off-campus, there are resources available in the community, and the contact information for several of these services can be found in this brochure.

Victims who speak with the above individuals and wish to maintain confidentiality should understand that the University will not be able to investigate a particular incident or take disciplinary action against the alleged perpetrator. Nonetheless, these counselors and other victim service providers will be able to assist the victim in receiving other necessary protection and possible support, including referrals to other University administrators for academic support or accommodations, referrals to disability services or health/mental health services, changes in living, working or course schedules, referrals to victim advocacy organizations, legal services, or visa and immigration services.

A victim who first requests confidentiality may later decide to file a complaint with the school and pursue disciplinary action against a current student. The victim may also decide to report the incident to law enforcement agency and have the incident investigated by police. The counselors and providers above will provide the victim assistance in contacting the appropriate authorities if the victim wishes to do so.

** Please note that while these professional and non-professional counselors and providers may maintain a victim’s confidentiality vis-à-vis the University, they may have other reporting obligations under state law. For example, they may be considered mandatory reporters required to notify law enforcement officials or other necessary individuals upon learning of an incident of abuse involving a minor or, for example, if there is a threat of imminent harm to self or others. In addition, such individuals may be required to testify or provide documents if criminal or civil litigation is initiated and subpoenas are issued.

In addition, if the University determines that the alleged perpetrator(s) pose(s) a serious and immediate threat to the University community, a timely warning may be issued to the members of the University community without information that identifies the victim.

B. RESPONSIBLE EMPLOYEES
A “responsible employee” is a University employee who has the authority to redress sexual harassment, including sexual violence, who has the duty to report incidents of sexual harassment, sexual assault, relationship violence or stalking or other student misconduct, or who a student could reasonably believe has this authority or duty.

When a victim tells a responsible employee about an incident of sexual harassment, sexual assault, relationship violence or stalking, the University will initiate an investigation into the incident to determine what happened and to resolve the matter in a prompt and equitable manner.

A responsible employee must report to the Title IX coordinator, Deputy Title IX Coordinator or their supervisor all relevant details about an incident shared by the victim, including the names of the victim(s), alleged perpetrator(s), witness(es), and any relevant facts, including the date, time and specific location of the alleged incident.

To the extent possible, information shared with a responsible employee will only be shared with people involved in the University’s investigation and response. A responsible employee should not share information with law enforcement without the victim’s consent or unless the victim has already filed a report with law enforcement.

Before a victim reveals any information to a responsible employee, the employee should make every effort to ensure that before the student reveals information that he or she may wish to keep confidential, the student understands the employee’s reporting obligation as well as the student’s options to speak to a confidential resource. If the victim wants to tell the responsible employee what happened but also maintain confidentiality, the employee should tell the victim that the University will consider the request, but cannot guarantee that the University will be able to honor it. In reporting the details of the incident to the Title IX Coordinator, a Deputy Title IX Coordinator or their immediate supervisor, the responsible employee will also forward the victim’s request for confidentiality.

The responsible employee should also refer the victim to the Title IX Coordinator or Office of Student Conduct to pursue a formal University complaint as well as to WUPD or WUSMPS to pursue a criminal complaint.

Responsible employees should not pressure a victim to request confidentiality but rather will honor and sup port the victim’s wishes, including supporting a victim’s wish to pursue a complete and full investigation. By the same token, responsible employees should not pressure a victim to make a full report if the victim is not ready to do so.

CONFIDENTIALITY REQUESTS
If a victim wishes to request that the University maintain confidentiality and not proceed with an investigation or disciplinary action against the accused student, the University, through the Title IX Coordinator, will strongly consider the request. Requests for confidentiality limit the University’s ability...
to meaningfully investigate an incident and pursue disciplinary action against the accused student.

Because the University has an obligation to provide a safe, nondiscriminatory environment for the larger university community, we must weigh the request care fully against that obligation. Although rare, there may be times when the University cannot honor a victim’s request for confidentiality.

When weighing a victim’s request for confidentiality or that no investigation or discipline be pursued, the University will consider a range of factors, including the following:

• The increased risk that the alleged perpetrator will commit additional acts of sexual or other violence, such as:
  • whether there have been other sexual violence complaints about the same alleged perpetrator;
  • whether the alleged perpetrator has a history of arrests or records from a prior school indicating a history of violence;
  • whether the alleged perpetrator threatened further sexual violence or other violence against the victim or others;
  • whether the sexual violence was committed by multiple perpetrators; whether the sexual violence was perpetrated with a weapon;
  • whether the victim is a minor;
  • whether the University possesses other means to obtain relevant evidence of the sexual violence (e.g., security cameras or personnel, physical evidence);
  • whether the victim’s report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

The presence of one or more of these factors could lead the University to investigate and, if appropriate, pursue disciplinary action. If none of these factors is present, the University will likely respect the victim’s request for confidentiality.

We will let the victim know if the University cannot honor the request, in which case we will limit, to the extent possible, the information shared to those necessary for purposes of the University’s investigation and response. The University will work with the victim to create a safety plan and will take ongoing steps to protect the victim from retaliation or harm. In addition, the University will assist the victim in accessing and implementing support services and potential accommodations or protective measures described above. The University will not require a victim to participate in any investigation or disciplinary proceeding.

FILING A REPORT: CRIMINAL AND UNIVERSITY OPTIONS

Sexual violence, including sexual assault, acquaintance rape, domestic/dating/intimate partner violence, and stalking are crimes and are prohibited by University policy. Washington University encourages you to timely file a police report about the incident and, if you choose to file a report, will assist you in notifying the appropriate law enforcement authorities. Time is a critical factor for evidence collection and preservation (in particular the first 120 hours following an incident), which may be necessary to the proof of criminal domestic violence, dating violence, sexual assault, or stalking, or in obtaining an order of protection. To file a police report, please call WUPD at (314) 935-5555 or WUSM Protective Services at (314) 362-HELP (4357).

Although you are not required to contact university or law enforcement authorities, if you would like assistance or support in contacting the police and filing a police report, please contact Kim Webb, Director of the Relationship and Sexual Violence Prevention Center at (314) 9358761 during the day or after-hours through SARAH at (314) 935 8080 or WUPD at (314) 935-5555. Your case will be treated with courtesy, sensitivity, dignity, understanding, and professionalism. Filing a police report will not obligate you to criminally prosecute the accused or file a complaint against the accused under the Judicial Code or the University’s Sexual Harassment or Discrimination and Discriminatory Harassment policies. By providing the WUPD or Protective Services with information, we may be able to prevent future violence to you and others.

RESPONSE COMMITMENT OF WUPD AND PROTECTIVE SERVICES

Sex crimes and violence, including sexual assault, acquaintance rape, domestic/dating/intimate partner violence, and stalking are very serious concerns of WUPD and Protective Services. WUPD has specially trained female and male officers to assist you. If you feel you are a victim of a sex crime, sexual violence, relationship violence, or stalking on campus, the WUPD and Protective Services will guarantee the following:

• We will meet with you privately, at a time and place of your choice, to take your report.
• If you would feel more comfortable talking with a friend or advocate of your choice present, we will do our best to accommodate your request.
• We will not notify your parents without your consent.
• We will treat you and your particular case with courtesy, sensitivity, dignity, understanding, and professionalism.
• Our officers will not prejudge you, and you will not be blamed for what occurred.
• We will assist you in arranging for any necessary hospital treatment or other medical needs. We will also assist in locating emergency housing if needed.
• We will fully investigate your case and help you to achieve the best outcome. This may involve the arrest and full prosecution of the suspect responsible. You will be kept up-to-date on the progress of the investigation and/or prosecution.
• We will assist you in privately contacting counseling and other available resources.
• We will continue to be available to answer your questions, explain your options, explain your rights, explain the system and process involved (prosecutor, courts, etc.), and be a listening ear if you wish.
• We will consider your case seriously regardless of your gender, sexual orientation, or the gender or status of the suspect.

If you feel you are a victim of a sex crime, sexual assault, sexual violence, domestic/dating/intimate partner violence, harassment or stalking, call any time of the day or night to file a report:

**WUPD**
(314) 935-5555

**WUSM Protective Services**
(314) 362-HELP (4357)

You may have options to pursue orders of protection, no contact orders, restraining orders, or similar lawful orders issued by a court of law and enforceable anywhere in the United States. The University will assist in the pursuit and enforcement of such orders if necessary and will work with the victim to make necessary and reasonable safety accommodations. For assistance with such processes and in notifying law enforcement on campus or off-campus, contact:

Kim Webb, Director of the Relationship and Sexual Violence Prevention Center
(314) 935-8761

**SARAH (after hours)**
(314) 935-8080

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**UNIVERSITY COMPLAINT, INVESTIGATION, AND DISCIPLINARY PROCESSES**

The University also encourages you to consider pursuing the University complaint and disciplinary processes for incidents of alleged sexual assault, sexual violence, dating violence, domestic violence, intimate partner violence, and stalking. Complaints against students are governed by the University Student Judicial Code or the University Sexual Assault Investigation Board procedures discussed below.

Complaints against faculty and staff are governed by the Sexual Harassment and/or Discrimination and Discriminatory Harassment policies and procedures, further detailed in the next section. Details of the applicable process can be discussed with Human Resources or the Office of Student Conduct. Speaking with representatives in these offices does not mean that you must file a complaint or criminal charges. A report made to the University does not preclude your right to file a police report and seek criminal prosecution if you are a victim of sexual assault, sexual violence, dating violence, domestic violence, intimate partner violence, or stalking.

Washington University will provide assistance to victims of sexual assault in facilitating any of these processes.

Regardless of whether the victim chooses to report the crime to campus police or local law enforcement, the University will provide written notification to victims that the University will work to change the person’s academic, living, transportation, and working situations, if requested and reasonably available, through the Title IX Coordinator, Jessica Kennedy, at (314) 935-3118 or the Director of the Relationship and Sexual Violence Prevention Center, Kim Webb, at (314) 935-8761. A student or employee who reports that she/he is the victim of sexual assault, sexual violence, domestic/dating/intimate partner violence, or stalking will be provided a written explanation of their rights and options as well as referral to existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available, both on campus and in the community.

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**WU STUDENT JUDICIAL CODE**

**JUDICIAL CODE OFFENSES**

The Washington University Student Judicial Code (UJC), which can be found online at [http://www.wustl.edu/policies/judicial.html](http://www.wustl.edu/policies/judicial.html), sets forth defined Offenses in Section III of the UJC and states that students engaging in such conduct are subject to disciplinary action. Among the Offenses that may apply to allegations of sexual assault, sexual violence, dating/domestic/intimate partner violence, harassment or stalking are the following:

III.A.2 Interfering with the rights of other members of the University community or visitors to the University to engage in educational, recreational, residential, administrative, professional, business, and ceremonial activities, or other functions.

III.A.3. Physical abuse of any member of the University community or visitor to the University.

III.A.4. Threatening physical abuse, stalking, hazing, or any other conduct which harasses, threatens, or endangers the safety or health of, any member of the University community or visitor to the University.

III.A.5. Sexual contact with any member of the University community or visitor to the University with out that person's consent, including, but not limited to, rape and other forms of sexual assault. Conduct will be considered ‘without consent’ if no clear consent, verbal or nonverbal is given; if inflicted through force, threat of force, or coercion; or if inflicted upon a person who is unconscious or who otherwise reasonably appears to be without the mental or physical capacity to consent. For example, sexual contact with a person who reasonably appears to be impaired in the exercise of their judgment by alcohol or other drugs may be considered ‘without consent’.

III.A.6 Conduct which is disorderly, lewd, indecent, or which disturbs the peace on University premises or at functions sponsored by, or participated in by, Washington University or a Washington University student group.

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**UNIVERSITY JUDICIAL CODE AND UNIVERSITY SEXUAL ASSAULT INVESTIGATION BOARD PROCESSES**

University Judicial Code disciplinary proceedings for cases involving sexual assault alleged to have been committed by a student in violation of Offense III.A.5 are detailed in the University Sexual Assault Investigation Board (“USAIB”) procedures, which can be found online at [http://www.wustl.edu/policies/sexualassault.html](http://www.wustl.edu/policies/sexualassault.html).

USAIB proceedings against a respondent apply regardless of whether the alleged sex offense occurred on or off campus.
For other offenses or harassment that do not involve sexual contact, including potentially domestic/dating/intimate partner violence and stalking, the UJC disciplinary proceedings are detailed in the Code, which can be found at http://www.wustl.edu/policies/judicial.html. In certain circumstances, such complaints may be referred to the USAIB by the Office of Student Conduct. Again, UJC proceedings against a student accused of such conduct apply regardless of whether the alleged offense occurred on or off campus.

University proceedings shall provide a prompt, fair, and impartial investigation and resolution of complaints received. The proceedings will be conducted by individuals who receive annual training on issues related to sexual assault, sexual violence, domestic/dating/intimate partner violence, harassment and stalking, including how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability but that is fair to all parties involved. The UJC currently provides, in part, that the complainant (or the victim, if the victim is not the complainant) and the respondent may be accompanied throughout the USAIB or UJC process by one individual of their choice; for example, a friend, faculty member, advisor or parent. The function and role of the accompanying advisor is to provide support, advice, or assistance to the person requesting his or her presence, and this person may not be a fact witness.

A student found “more likely than not” to have engaged in a sexual assault, sexual violence, domestic/dating/intimate partner violence, harassment or stalking in violation of a UJC provision may, depending on the circumstances, be subject to a range of sanctions, including but not limited to restricted access and activity on campus, no-contact orders, counseling, institutional service, educational workshops, fines, probation, suspension or expulsion from the University, even for a first-time offender. Each case is handled on a case by case basis. In addition, the respondent may be referred for criminal prosecution in the state courts.

In accordance with federal law, the University will simultaneously notify both the complainant and the respondent of the final outcome in writing with respect to disciplinary proceedings alleging a sex assault, sexual violence, domestic/dating/intimate partner violence, or stalking, including certain sanctions imposed against the respondent. The parties will also be notified of the process for review of the disciplinary proceedings, any change to the results of the disciplinary proceedings that occurs prior to the time that such results become final, and when such results become final.

To the extent permissible by law, the University will protect the confidentiality of victims, and personally identifiable information about victims will not be included in any publicly available record-keeping, including the reporting and disclosure of crime statistics.

Violence Against Women Act Definitions
Below are relevant definitions adopted by the U.S. Department of Education pursuant to the Reauthorization of the Violence Against Women Act:

34 C.F.R. §668.46

“Dating Violence”: 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.

“Domestic Violence: (i) A felony or misdemeanor crime of violence committed (A) By 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 co-habiting with, or has co-habitated 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, or (E) 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.

“Stalking”: (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.

(ii) For the purposes of this definition

(A) Course of conduct means two or more acts, including, but not limited to, acts in which the stalking occurred, 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.

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

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

MISSOURI STATUTORY DEFINITIONS AND CRIMINAL PROVISIONS
Below are relevant definitions and provisions under Missouri criminal law:

“Rape in the First Degree”: A person commits the offense of rape in the first degree if he or she has sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim’s knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse. Mo. Rev. Stat. § 566.030.

“Rape in the Second Degree”: A person commits the offense of
rape in the second degree if he or she has sexual intercourse with another person knowing that he or she does so without that person’s consent. Mo. Rev. Stat. § 566.031

“Sodomy in the first degree”: A person commits the offense of sodomy in the first degree if he or she has deviate sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without the victim’s knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse. Mo. Rev. Stat. § 566.060.1

“Sodomy in the second degree”: A person commits the offense of sodomy in the second degree if he or she has deviate sexual intercourse with another person knowing that he or she does so without that person’s consent. Mo. Rev. Stat. § 566.061.1

“Sexual Misconduct in the first degree”: A person commits the offense of sexual misconduct in the [second] first degree if such person:

(1) Exposes his or her genitals under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm;

(2) Has sexual contact in the presence of a third person or persons under circumstances in which he or she knows that such conduct is likely to cause affront or alarm; or

(3) Has sexual intercourse or deviate sexual intercourse in a public place in the presence of a third person. Mo. Rev. Stat. § 566.093.1

“Sexual Misconduct in the second degree”: A person commits the offense of sexual misconduct in the second degree if he or she solicits or requests another person to engage in sexual conduct under circumstances in which he or she knows that such request or solicitation is likely to cause affront or alarm. Mo. Rev. Stat. § 566.095.1

“Sexual abuse in the first degree”: A person commits the [crime] offense of sexual abuse in the first degree if he or she subjects another person to sexual contact when that person is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Mo. Rev. Stat. § 566.100.1

“Sexual abuse in the second degree”: A person commits the [crime] offense of sexual abuse in the second degree if he or she purposely subjects another person to sexual contact without that person’s consent. Mo. Rev. Stat. § 566.101.1

Under section 566.010, RSMo, the following definitions apply to the above criminal provisions:

(1) “Deviate sexual intercourse”, any act involving the genitals of one person and the hand, mouth, tongue, or anus of another person or a sexual act involving the penetration, however slight, of the male or female sex organ or the anus by a finger, instrument or object done for the purpose of arousing or gratifying the sexual desire of any person or for the purpose of terrorizing the victim;

(2) “Sexual conduct”, sexual intercourse, deviate sexual intercourse or sexual contact;

(3) “Sexual contact”, any touching of another person with the genitals or any touching of the genitals or anus of another person, or the breast of a female person, or such touching through the clothing, for the purpose of arousing or gratifying sexual desire of any person;

(4) “Sexual intercourse”, any penetration, however slight, of the female sex organ by the male sex organ, whether or not an emission results.

Under section 556.061, RSMo, the following definitions are provided:

“Consent”: consent or lack of consent may be expressed or implied. Assent does not constitute consent if:

(a) It is given by a person who lacks the mental capacity to authorize the conduct charged to constitute the offense and such mental incapacity is manifest or known to the actor; or

(b) It is given by a person who by reason of youth, mental disease or defect, intoxication, a drug-induced state, or any other reason is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the offense; or

(c) It is induced by force, duress or deception;

“Forcible compulsion” means either:

(a) Physical force that overcomes reasonable resistance; or

(b) A threat, express or implied, that places a person in reasonable fear of death, serious physical injury or kidnapping of such person or another person;

“Incapacitated” means that physical or mental condition, temporary or permanent, in which a person is unconscious, unable to appraise the nature of such per son’s conduct, or unable to communicate unwillingness to an act.

Missouri section 455.010 provides the definition of domestic violence and other relevant provisions:

“Domestic violence” is defined as abuse or stalking committed by a family or household member, as set forth below.

“Abuse” includes but is not limited to the occurrence of any of the following acts, attempts or threats against a person who may be protected pursuant to this chapter, except abuse shall not include abuse inflicted on a child by accidental means by an adult household member or discipline of a child, including spanking, in a reasonable manner:

(a) “Assault”, purposely or knowingly placing or attempting to place another in fear of physical harm;

(b) “Battery”, purposely or knowingly causing physical harm to another with or without a deadly weapon;

(c) “Coercion”, compelling another by force or threat of force to engage in conduct from which the latter has a right to abstain or to
Remember that a report made to the University does not preclude your right to file a police report and seek criminal prosecution if you are a victim of rape, sexual assault, or other sexual offenses.

CONFIDENTIAL/ANONYMOUS REPORTING
A victim is not obligated to participate in any investigative or disciplinary process, but the University strongly encourages a victim to consider pursuing a formal University complaint and/or a criminal complaint.
A victim can pursue either, both or none of these options. It is the victim’s choice.
If you choose not to file a report with the police, the University strongly encourages you to file an anonymous or confidential report through either the RSVP Center’s website at sexualviolence.wustl.edu, which is submitted directly to Kim Webb, or through WUPD’s Silent Witness program (see section on “Reporting a Crime”) to assure that the incident is known to University officials who are concerned about campus safety. By filing a confidential or anonymous report form, this allows the University to better determine whether there are patterns of crime with regard to a particular location, method, or offender, and alert the community to potential danger if appropriate. Confidential or anonymous report forms are also available at Student Health Services, the Office of Campus Life, the Office of Student Conduct, Residential Life, and WUPD or via https://shs.wustl.edu/arsar/Pages/default.aspx.

ACCOMMODATIONS AND PROTECTIVE OR OTHER INTERIM MEASURES
The University will provide written notification to victims regarding options for, and available assistance in obtaining reasonable accommodations, including changes in academic, living, transportation, and working situations. A victim does not have to make a report to the police in order to request such accommodations. The University will maintain as confidential any accommodations or protective measures provided to the victims so long as it does not impair the ability to provide such measures.

The Title IX Coordinator, or his/her-designee, may also determine that interim or remedial measures, (not including suspension or expulsion) directed at the parties involved, witnesses, or a broader University population are necessary, appropriate, and reasonably available to prevent and/or respond to sexual harassment or sexual violence. Depending on the specific nature of an allegation, such measures may include but are not limited to: implementation of a no-contact order, temporary housing or course/classroom assignment changes, medical and counseling services, academic support services and accommodations, additional training and education.

RETRALIATION IS NOT TOLERATED
The University has a strong policy against retaliation, including by third parties. The University will not tolerate retaliation or discrimination against persons who, in good faith, report or charge sexual discrimination or harassment, sexual assault, domestic/dating violence, or stalking. Nor does the University tolerate
retaliation or discrimination against those who testify, assist, or participate in any investigation, proceeding, or hearing involving such complaints.

If a victim or a witness experiences retaliation in any form, please let the Title IX Coordinator or the Office of Student Conduct know as soon as possible so that the retaliatory behavior can be addressed and disciplinary action taken if possible.

Sexual Assault, Sexual Violence, Dating/Domestic/Intimate Partner Violence and Stalking Prevention and Education

The Habif Health and Wellness Center’s Relationship and Sexual Violence Prevention Center (RSVP) is the primary provider of sexual assault, sexual violence, dating/domestic intimate partner violence, and stalking education and prevention on campus. All incoming freshmen and transfer and exchange students are required to complete an online alcohol and sexual violence education program and attend a program during Orientation called The Date. These programs offer thought-provoking skits and engage students in a follow-up mandatory discussion regarding healthy and safe decision-making. A follow-up program offered to students, #RewindBlurredLines, uses a theater group, Theater for Social Change, in an interactive performance with student participants that allows students to explore the complexities of challenging the culture of sexual violence, rape myths, and other power-based personal violence.

Kim Webb, the Director of the Relationship and Sexual Violence Prevention Center, coordinates with other departments and members of the University community, including the Title IX Coordinator, WUPD and the Office of Human Resources, in providing education and training sessions on the prevention of sexual violence, relationship violence, harassment, and stalking throughout the year, including topics such as bystander intervention, risk reduction, warning signs of abusive behavior and how to avoid potential attacks, healthy sexual relationships, communication and consent, drug and alcohol-facilitated sexual assault, and how to support a survivor of sexual violence or relationship violence. To schedule a program or training session, please contact Kim Webb at (314) 935-8761 or email kim_webb@wustl.edu. In addition, the University’s Title IX Coordinator, Judicial Administrator, and Director of the RSVP Center conduct various training sessions on sexual assault, sexual violence, sexual harassment, dating/domestic intimate partner violence and stalking, including but not limited to graduate and professional student orientation programs, international student orientation programs, undergraduate and graduate TA training sessions, Resident Advisor training, WUSA training, faculty and staff training at Departmental meetings, Athletic team trainings, and Fraternity and Sorority Life and Campus Life and Student Involvement and Leadership programs.

Health Promotion Services, which is part of our Student Health Services, also offers programming regarding healthy relationships. Among the programs offered are Sex in the Dark, which is a ninety-minute program that involves first-year students asking questions about sexual health in a casual, low-light setting in their residential college. Questions are answered by experts associated with the WU School of Medicine, Public Health or Social Work.

Students receive information about related services and resources offered in Medical, Mental Health, and Health Promotion Services at SHS and in St. Louis. Organized by Peer Health Educators (PHEs) with support from health promotion staff, this program is known for its nonjudgmental approach, reliable information, entertainment value, and fun prizes.

Health Promotion Services also teams with the St. Louis Health Department and colleagues from the WU School of Medicine (Project ARK and the SPOT) to offer free STI screening and sexual health resources in the Danforth University Center once each semester on a first-come, first-served basis. SHS Medical staff answer questions about the wide range of no-cost and low-cost screening options available at SHS.

University student groups, including the Leaders in Interpersonal Violence Education (LIVE), also offer peer training regarding consent, communication, verbal and nonverbal language, and how to delay or decline sexual activity when individuals are under the influence of substances. These groups also host events in October to bring awareness to relationship and interpersonal violence as well as an entire month of events in April as part of Sexual Assault Awareness month, including movie screenings, Take Back the Night, and panel discussions.

GREEN DOT BYSTANDER INTERVENTION TRAINING AND CAMPAIGN

The University launched a website, greendot.wustl.edu, as part of our larger Green Dot Bystander Intervention campaign. The website contains information regarding safe and positive options for bystander intervention as well as strategies on risk reduction and other educational information to increase awareness, promote safety, reduce perpetration, and prevent violence. A Green Dot video and poster campaign was also created in order to promote proactive bystander intervention behavior.

Green Dot Bystander Intervention training is offered approximately ten times per year and is a campus-wide training opportunity open to all students. Faculty and staff members have participated in the training as well, and presentations have been given to some departments to increase awareness of and participation in the campaign. The bystander intervention training is a six-hour, evidence-based program bringing awareness to power-based personal violence, including sexual violence, domestic/dating/intimate partner violence, and stalking. The program teaches definitions and observable behaviors of power-based personal violence. It also explores bystander dynamics, personal dynamics and peer influence, all of which may impact an individual deciding whether to intervene. The program devotes a significant amount of training time to learning how to assess potentially high-risk situations in order to intervene when appropriate, and group work to develop and practice skills to intervene in safe and comfortable ways, including direct intervention, distraction and delegation.
QUICK REFERENCE RESOURCES FOR ASSISTANCE, REFERRAL, OR COUNSELING

ON CAMPUS

Director of Relationship and Sexual Violence Prevention Center
(314) 935-8761

Residential Life, Office of
(314) 935-5050

Director of the Office of Student Conduct
(314) 935-4174

Resident Advisor Duty Office
(314) 935-6071

SARAH (Sexual Assault and Rape Anonymous Helpline)
Student-run crisis line
(314) 935-8080

Dean of Students, Office of
(314) 935-5050

Habif Health & Wellness Center (can assure confidentiality)
(314) 935-6666

Student Health Service (Medical Campus)
(314) 362-3523

Title IX Coordinator
(314) 935-3118

Uncle Joe’s Peer Counseling and Resource Center
(314) 935-5099

After-hours, please contact WUPD or SARAH and they will contact Kim Webb:
WUPD
(314) 935-5555

SARAH
(314) 935-8080

For student groups involved in sexual assault risk reduction or survivor support, please contact:
Kim Webb
kim_webb@wustl.edu

OFF CAMPUS

The following programs, available in the St. Louis community, are not operated by Washington University.

Anti-Violence Advocacy Project
(314) 503-2050

BarnesJewish Hospital Emergency Room (hotline)
(314) 362-9123

Crime Victims Advocacy Center
314) 652-3623

Life Crisis Services 24-hour Hotline
(314) 647-HELP (4357)

Rape and Violence End Now (RAVEN)
(314) 289-8000

Victim Service Council, St. Louis County
(314) 889-3075

Safe Connections
(314) 531-2003

St. Mary’s Health Center
(314) 768-8360

YWCA St. Louis Regional Sexual Assault Center (hotline)
(314) 531-7273 (office) (314) 726-6665

LEAD Institute (provides a 24 hour crisis line for deaf individuals)
1-800-380-3323 (Voice/TTY)

The National GLBT National Help Center
1-888-THE-GLNH (1-888-843-4564)

Sexual Harassment

This brochure contains excerpts from Washington University’s Policy on Sexual Harassment. The full policy, as well as the full Discrimination and Discriminatory Harassment Policy, is published in The Record, in the University’s faculty information handbook, and online. Both policies can be found at www.wustl.edu/policies. You may also obtain a copy of either policy from the Human Resources offices at N. Brookings Hall, Room 126, on the Danforth Campus; Room 150, 7509 Forsyth Blvd., on the West Campus; or from the School of Medicine Human Resources office.

Committed to having a safe and respectful learning, living and working environment for its students, faculty, and staff, Washington University will not tolerate sexual harassment.
Sexual harassment, including sexual violence, is an attack on the dignity of individuals and the integrity of the University as an institution of learning. Academic freedom can exist only when every person is free to pursue ideas in a nonthreatening, non-coercive atmosphere of mutual respect. Sexual harassment is reprehensible and threatening to the careers, educational experience, and wellbeing of all members of our community. Sexual harassment is a form of discrimination that violates University policy. It is also illegal under state and federal laws.

The University policy on sexual harassment applies to all members of the Washington University community.

It allocates responsibilities for helping to ensure that University policy is fairly applied, explains the processes by which complaints of sexual harassment may be brought forward, and provides sanctions for sexual harassment that may range from reprimands to termination or dismissal, depending on the severity of the offense.

If you believe you have been sexually harassed, the policy describes options about what you can do and where you can get help. If you believe you have been falsely accused of sexual harassment, the procedures are also available to you. Those charged with implementation of the policy will, whenever appropriate, encourage and assist individuals who believe they may have been sexually harassed to pursue the assorted means outlined in the policy for securing the cessation of unwelcome and offensive conduct.

Examples of conduct that may constitute sexual harassment include, but are not limited to:

- Requests for sexual favors
- Hugging, rubbing, touching, patting, pinching, or brushing another’s body
- Inappropriate whistling or staring
- Veiled suggestions of sexual activities
- Requests for private meetings outside of class or business hours for other than legitimate mentoring purposes
- Use in the classroom of sexual jokes, stories, or images in no way germane to the subject of the class
- Remarks about a person’s body or sexual relationships, activities, or experience
- Use of inappropriate body images to advertise events
- Sexual violence, including rape, sexual assault, sexual battery, and sexual coercion

Members of the University community can expect to be free from sexual harassment; thus, all members of the University community should guard against it. The fact that someone did not intend to sexually harass an individual is generally not considered a sufficient defense to a complaint of sexual harassment, although the reasonableness of the accused’s perceptions may be considered. In most cases, it is the characteristics of the behavior, effect on the complainant, and whether a reasonable person similarly situated would find the conduct offensive that determine whether the behavior constitutes sexual harassment.

CONFIDENTIALITY

The University will strive to protect, to the greatest extent possible, the confidentiality of persons reporting harassment and of those accused of harassment. Because the University has a legal obligation to address sexual harassment, however, the University cannot guarantee complete confidentiality where it would conflict with the University’s obligation to investigate meaningfully or, where warranted, take corrective action. Even when some disclosure of the University’s information or sources is necessary, it will be limited to the extent possible. The University will, to the extent permitted by law, keep confidential all records of complaints, responses, and investigations.

If you want to discuss possible harassment in a more confidential setting or clarify your feelings about whether and how you wish to proceed, you may want to consult a social worker, therapist, or member of the clergy, who is permitted, by law, to assure greater confidentiality. Clergy and counseling resources on campus are listed in Ternion and this Safety and Security brochure, available at police.wustl.edu.

In addition, any member of the University community may contact the Student Health Services or Kim Webb for a confidential discussion and, if desired, referral to off-campus resources.

Student Health Services
(314) 935-6666
Kim Webb
(314) 935-8761

SEEKING ADVICE, MAKING A COMPLAINT

If you believe that you have been sexually harassed, you have a number of response options, both formal and informal. Some people may wish to pursue informal means instead of or before making a formal complaint; others will not. If an informal procedure is ineffective, the formal procedures will remain open to you. You should select the route you feel is most appropriate to your circumstances. However you wish to proceed, you may consult at any time with the University’s Title IX Sexual Harassment Response Coordinator or Advisors, whose responsibilities include assisting students, faculty, and staff with sexual harassment issues, be they general or specific, formal or informal. You may wish to work with the Coordinator or Advisors to select an approach.

The University’s policy outlines options for obtaining advice and making complaints.

University Title IX Sexual Harassment Response Coordinator and Advisors:
Jessica W. Kennedy, Title IX Coordinator
(314) 935-3118
DANFORTH CAMPUS
Coordinator:
Jessica W. Kennedy
Handles complaints against Students, faculty, staff and others
(314) 935-3118

Advisors:
Apryle Cotton
Handles complaints against Faculty, staff and others
(314) 935-8095
Tamara King
Handles complaints against Students and others
(314) 935-4174

SCHOOL OF MEDICINE CAMPUS
Coordinator:
Jessica W. Kennedy
Handles complaints against Students, faculty, staff and others
(314) 935-3118

Advisors:
Legail Chandler
Handles complaints against faculty, staff and others
(314) 362-4900
Dr. Alison J. Whelan
Handles complaints against students and others
(314) 362-7800

ADDITIONAL RESOURCES
Discrimination and Title IX Grievance Committee
North Brookings Hall, Room 126, Campus Box 1184

Legail Chandler
Vice Chancellor for Human Resources
(314) 935-7746
Kim Webb
Director of the Relationship and Sexual Violence Prevention Center
(314) 935-8761

To file a formal complaint regarding sexual harassment against students or student groups, contact:

Tamara King
Campus Box 1250 Assoc. Dean of Students and Director of the Office of Student Conduct
(314) 935-4174 or (314) 935-4329

UNIVERSITY NON-DISCRIMINATION STATEMENT AND POLICY AGAINST RETALIATION
The University will not tolerate retaliation or discrimination against persons who, in good faith, report or charge sexual harassment or against those who testify, assist, or participate in any investigation, proceeding, or hearing involving a complaint of sexual harassment.

Washington University encourages and gives full consideration to all applicants for admission, financial aid, and employment. The University does not discriminate in access to, or treatment or employment in, its programs and activities on the basis of race, color, age, religion, sex, sexual orientation, gender identity or expression, national origin, veteran status, disability, or genetic information. Inquiries about compliance should be addressed to:

Vice Chancellor for Human Resources
Washington University
Campus Box 1184
One Brookings Drive
St. Louis, MO 63130

or the University's Title IX Coordinator:
Washington University
Campus Box 1167
One Brookings Drive
St. Louis, MO 63130

SUMMARY OF CONFIDENTIAL AND NON-CONFIDENTIAL RESOURCES

CONFIDENTIAL
The resources below can offer confidentiality to individuals and do not have an obligation to report information they learn regarding incidents of sexual assault, sexual harassment or other crimes or violations of University policies to the University, except in very limited circumstances.

Habif Health & Wellness Center Student Health Services
(Danforth Campus)
Habif Health & Wellness Center,
Nathan Dardick House on the South Forty:
(314) 935-6666
shs.wustl.edu

Kim Webb
Director of the Relationship and Sexual Violence Prevention Center (Danforth and Medical Campus)
Seigle Hall, Suite 435, Office 444
(314) 935-8761 during business hours or through WUPD or SARAH after hours

Anonymous Report Form:
https://shs.wustl.edu/arsar/Pages/default.aspx

WUPD Silent Witness Program:
https://police.wustl.edu/crimepreventionandsafety/Pages/Silent-Witness-Form.aspx
To submit a confidential report of a crime that has already been committed on the Medical Campus, call (314) 362-0381 and leave a recorded voice message.

Sexual Assault and Rape Anonymous Helpline (SARAH) SARAH (314) 935-8080

SARAH is a 24-hour confidential helpline run by students during the academic year. Open to all members of the Washington University community, the helpline provides information and referrals. All SARAH volunteers have received at least 60 hours of training on issues related to sexual assault.

Uncle Joe's Peer Counseling and Resource Center Gregg House, basement Phone counseling 24 hours (314) 935-5099

In-person counseling 10 p.m.-1 a.m. every night during semesters Uncle Joe's is a student-run peer counseling service. The students who work at Uncle Joe's are available for confidential guidance and referrals by phone or in person. Uncle Joe's has information and resources for dealing with a wide range of problems encountered by college students.

Consult a social worker, therapist or member of the clergy who is permitted by law to assure greater confidentiality

NON-CONFIDENTIAL

The resources below can offer assistance to individuals wishing to speak with a University official regarding options to report incidents of sexual assault, sexual harassment or other crimes or violation of University policies. Upon learning of such incidents, these individuals will also initiate any required University investigation or other necessary processes to address these matters.

Medical Campus:
Dr. Lisa Moscoso, Associate Dean for Student Affairs (314) 454-2076
Dr. Alison Whelan, Senior Associate Dean for Education (314) 362-7800
Legail Chandler, Vice Chancellor of Human Resources (314) 935-7746

WUSM Protective Services
John Ursch, Director of WUSM Protective Services (314) 362-HELP (4357)
Tamara King, Associate Dean of Students and Director of the Office of Student Conduct (314) 935-4174
Jessica W. Kennedy, Title IX Coordinator (314) 935-3118

DCampus Services and Resources

All Emergencies Police/Fire/Medical
On Danforth Campus:
WUPD (314) 935-5555
Lien Hall, Shepley Drive (South 40)
Campus Box 1038
St. Louis, MO 63130-4899
police.wustl.edu

WUPD officers are available 24 hours a day to respond to any call involving an emergency or need for police assistance.

On Medical Campus:
WUSM Protective Services (314) 362-HELP (4357)

4526 Children's Place
St. Louis, MO 631101031
wusmproserv.wustl.edu

WUSM Protective Services officers are available 24 hours a day to respond to any call involving an emergency or need for police assistance.

Bias Report and Support System (BRSS) (314) 935-8118
email brss@wustl.edu

The Bias Report and Support System (BRSS) provides a central, streamlined process of reporting incidents of hate, bias, or discrimination involving students. The BRSS is a team of trained Washington University student and staff who work to: Support students who have witnessed or been the target of bias-related incidents; Refer community members to campus partner, groups, or individuals who can provide ongoing support; and inform the
Washington University community about the frequency and nature of bias incidents reported through the BRSS.

Emergency Support Team (EST) Danforth Campus
Campus Box 1201
(314) 935-5555

The Washington University Emergency Support Team (EST) is a volunteer student organization that provides 24-hour emergency medical care to the Washington University community. Half of the members are licensed Emergency Medical Technicians (EMTs), and the other half are certified in standard first aid. EST additionally offers classes in CPR and first aid, provides first aid for special campus events, and cosponsors an EMT class each spring.

Environmental Health & Safety (EHS) Office
University Safety Officer
(314) 362-6816

The Environment Health & Safety Office acts as a resource to provide assistance, advice, or training concerning occupational safety and health issues. Areas included are fire safety, hazard abatement, risk management, and accident investigation. The staff also provides assistance in the areas of ergonomics, lockout tag-out, confined space, indoor air quality, and asbestos.

Emergency Management Office
WUSTL Director of Emergency Management
Campus Box 1103
(314) 935-9261

WUSM Emergency Management Program Director
(314) 747-8208 or (314) 362-4357
Campus Box 8207

The Emergency Management Office acts as a resource for emergency and business continuity planning, manages the Emergency Notification System (WUSTLAalerts), and performs fire drills and training related to emergencies.

Dean of Students, Office of Justin Carroll,
Associate Vice Chancellor for Students
Danforth University Center
Campus Box 1068
(314) 935-5081

The Dean of Students oversees the following student services and programs: Athletics (intercollegiate, intramurals, club sports, recreation and physical education); Campus Life; Student Health Services, and the Office of Student Conduct.

Assoc. Dean of Students and Director of the Office of Student Conduct
Tamara King, Residential Life Office
Campus Box 1250
(314) 935-4174

The Director of the Office of Student Conduct serves as the University’s Judicial Administrator (JA) and is the primary contact person for members of the Washington University community who have questions regarding their rights and responsibilities under the University Judicial Code and who may want to file a complaint. The JA receives and investigates complaints of violations of the University Judicial Code, www.wustl.edu/policies/judicial.html; determines whether a violation occurred; and, if so, imposes appropriate sanctions. The JA may refer certain cases to the University Judicial Board or the University Sexual Assault Investigation Board.

Habif Health & Wellness Center Student Health Services (Danforth Campus)
Habif Health & Wellness Center
(314) 935-6666

In the Nathan Dardick House on the South 40, the Habif Health & Wellness Center provides Medical, Mental Health, and Health Promotion Services designed to enhance the physical and emotional wellbeing of students.

For comprehensive information on these services, visit our website at shs.wustl.edu.

There is a nurse answer line available to answer any questions a student may have after-hours when SHS is closed.

For after-hours care, please call (314) 935-6666.

Olin Residence Hall (Medical Campus) Director
4550 Scott Avenue
St. Louis, MO 63110-1031
(314) 362-3230

Olin Residence Hall provides housing for approximately 168 medical and graduate students in the School of Medicine, and those enrolled in Physical Therapy, Occupational Therapy, Program in Audiology and Communication Science, Genetic Epidemiology, and the Division of Biology & Biomedical Sciences.

Residential Life, Office of Residential Life Office, South Forty House
Campus Box 1250
(314) 935-5050

Village Office, Village House
Campus Box 6500
(314) 935-8828

The Lofts Office
6300 Enright Avenue
(314) 935-0099

The Assoc. Vice Chancellor for Students oversees the following student services and programs: First Year Center, Cornerstone and Disability Resources, Housing and Residential Life and the Office of Student Conduct.
Monday–Friday, 8:30 a.m.–5 p.m.

The Office of Residential Life is responsible for campus student housing and related services. The staff is available to advise individuals and provide access to diverse services. This office oversees Resident Advisors and the Resident Advisor Duty Office. Resident College Directors (RCDs) and Resident Advisors (RAs) Please see campus phone directory for individual residence hall listings. RCDs and RAs are available to provide a support system for students.

Resident Advisor Duty Office, Ursa’s, Lien House
(314) 935-6071

Monday–Friday, 5 p.m.–12 a.m.; Saturday and Sunday, 1:30 p.m.–12 a.m.

Staffed by two RAs, the Duty Office is available to students in cases of emergencies. The RA Duty Office is located in Ursa’s in the Ground Level of Lien House.

Kim Webb, Director of the Relationship and Sexual Violence Prevention Center (Danforth and Medical Campus)
Seigle Hall, Suite 435, Office 444
(314) 935-8761 during business hours
or through WUPD or SARAH after hours

Anonymous Report Form available at https://shs.wustl.edu/arsar/Pages/default.aspx

Sexual Assault and Rape Anonymous Helpline (SARAH)
(314) 935-8080

SARAH is a 24-hour confidential helpline run by students during the academic year. Open to all members of the Washington University community, the helpline provides information and referrals. All SARAH volunteers have received at least 60 hours of training on issues related to sexual assault.

Student Health Services (Medical Campus)
The Student Health Service on the Medical Campus provides on-site medical, mental health, and health promotion services to medical campus students. The Student Health Service office is located on the 3rd Floor of the East Building, 4525 Scott Avenue, Suite #3420.

Their hours are 8:00 a.m. - 4:00 p.m., Monday through Friday.
(314) 362-3523
(314) 362-3526 (after-hours)
(314) 362-0058 (fax)
wusmhealth.wustl.edu

Title IX Coordinator

The Title IX Coordinator’s primary responsibility is coordinating and implementing the University Title IX compliance efforts in support of strengthening a culture that proactively supports a safe and respectful learning, working and living environment. The Title IX coordinator monitors implementation of grievance procedures, including notification, investigation and disposition of complaints. In addition, the Title IX Coordinator develops, provides and coordinates the provision of educational materials and training for the campus community.

Jessica W. Kennedy
(314) 935-3118

Uncle Joe’s Peer Counseling and Resource Center
Gregg House, basement Phone counseling 24 hours
(314) 935-5099

In-person counseling 10 p.m.–1 a.m. every night during semesters

Uncle Joe’s is a student-run peer counseling service. The students who work at Uncle Joe’s are available for confidential guidance and referrals by phone or in person. Uncle Joe’s has information and resources for dealing with a wide range of problems encountered by college students. For life-threatening concerns, please contact the police or SHS at (314) 935-6666.

University Sexual Assault Response Team
Kim Webb, Chair
(314) 935-8761

This is a multidisciplinary group composed of administrators, faculty, and community response members. This team is devoted to strengthening the community response, internally and externally, in order to provide the most compassionate and efficient care possible for students.

Leaders in Interpersonal Violence Education (LIVE)
su.wustl.edu/directory

LIVE is a coeducational student group specializing in education on sexual assault and harassment, relationship violence and stalking, and men and masculinities. For more information, contact livewashu@gmail.com.

Parking and Transportation Services
700 Rosedale (near the corner of Skinker and Rosedale)
Campus Box 1200
parking.wustl.edu
(314) 935-5601

Monday–Friday, 8:30 a.m.–5:00 p.m.

Transportation information
(314) 935-4140
parking.wustl.edu

Parking and Transportation Services handles parking permits and tickets. It is also responsible for the University’s transportation programs.
Off-campus Services and Resources

The following services and resources may be able to help you. They are not affiliated with Washington University in any way.

All Emergencies
Police/Fire/Medical Off campus call 911

Crime Victims Assistance
Aid for Victims of Crime
(314) 652-3623

24-hour, 7-days-a-week hot-line for victims of all types of crimes. Provides emotional aid, information, and referral services.

Crisis and Counseling
Life Crisis Services 24-hour Hot-line
(314) 647-HELP (4357)

Especially for suicide intervention.

Rape and Violence End Now (RAVEN)
7314 Manchester, Maplewood, MO 63143
(314) 289-8000

Monday–Friday, 8 a.m.–6 p.m.
Individual and group therapy for men who abuse women emotionally or physically.
Fees are negotiable.

Safe Connections
2165 Hampton Ave., St. Louis, MO 63109
(314) 531-2003

24-hour crisis hot-line for women who have experienced physical, emotional, and sexual abuse. In-person individual counseling is also offered.

YWCA St. Louis Regional Sexual Assault Center
140 N. Brentwood Blvd., Clayton, MO 63105
(314) 726-6665 (office)
(314) 531-7273 (hot-line)

The YWCA Women’s Resource Center offers confidential counseling and a number of classes on assertiveness, self-defense, and other topics. The center also coordinates SART (Sexual Assault Response Team), which consists of a group of volunteers trained to provide crisis intervention to victims of sexual assault. SART volunteers are available to victims receiving medical attention at the hospitals close to Washington University.

HOSPITALS

Barnes-Jewish Hospital
One Barnes Hospital Plaza
St. Louis, MO 63110
Emergency Department
(314) 362-9123

Urgent Care Center
216 S. Kingshighway
St. Louis, MO 63110 (minor injuries and illnesses can be seen here)
(314) 454-7900

St. Mary’s Health Center
6420 Clayton Road
St. Louis, MO 63117
Emergency Department
(314) 768-8360

POLICE DEPARTMENTS

For all emergencies off campus, call 911.

Clayton Police
10 S. Brentwood
Clayton, MO 63105
Non-emergency
(314) 727-4130

St. Louis City Police Area 1 Division Station
3157 Sublette
St. Louis, MO 63139
Districts 123
Non-emergency (314) 444-0100

Area 2 Division Station
Central Patrol
919 N. Jefferson
St. Louis, MO 63106
Districts 459
Non-emergency (314) 4442500

Area 3 Division Station
4014 Union
St. Louis, MO 63115
Districts 678
Non-emergency (314) 4440001

St. Louis County Police
7900 Forsyth Blvd.
Non-emergency
(314) 889-2341

University City Police
6801 Delmar
University City, MO 63130
Non-emergency
(314) 725-2211
Appendix A
Appendix A

Washington University Danforth Campus
Emergency Assembly Points

METRO LINK

DELMAR

SKINKER

East-West

Miles
<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>creek/road/area</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Grassy area north of Beaumont Dorm</td>
<td>Beaumont Dorm</td>
</tr>
<tr>
<td>2</td>
<td>Grassy area near Shepley Dorm path</td>
<td>Danforth Dorm(178), Shepley Dorm(177), Wheeler Dorm(179)</td>
</tr>
<tr>
<td>3</td>
<td>Grassy area b/n Dauten &amp; Lee Dorm, near Shepley Dr.</td>
<td>Dauten Dorm(168), Rutledge Dorm(169)</td>
</tr>
<tr>
<td>4</td>
<td>Grassy area known as the Swamp</td>
<td>Park Dorm(176), Mudd Dorm(175), Thomas Eliol House(328), College Hall</td>
</tr>
<tr>
<td>5</td>
<td>East side of upper level of student housing (Shepley/Lot 55) parking garage</td>
<td>Gregg Dorm(321), Lien Dorm(322)</td>
</tr>
<tr>
<td>6</td>
<td>Clocktower plaza</td>
<td>Gregg(321) ground/lower level occupants, Lien(322) ground/lower level occupants, South 40 House (322), Campus Police (170)</td>
</tr>
<tr>
<td>7</td>
<td>Grassy area to the north of Hurd Dorm</td>
<td>Myers Dorm(166), Hurd Dorm(165), Hitzeman Dorm(164)</td>
</tr>
<tr>
<td>8</td>
<td>Light pole southeast of parking lot 54</td>
<td>Lee Dorm(162), Rubelmann Dorm(161), Umfrath Dorm(160)</td>
</tr>
<tr>
<td>9</td>
<td>Grassy circle b/n Dauten &amp; Nemerov Dorm</td>
<td>Dardick Dorm(329), Nemerov Dorm(323)</td>
</tr>
<tr>
<td>10</td>
<td>Bike shelter to the southwest of Koenig Dorm, ~20 ft. south of Shepley Dr.</td>
<td>Koenig Dorm(330), Liggett Dorm(331)</td>
</tr>
<tr>
<td>11</td>
<td>Vacant</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>West side, ground level of Wallace Parking garage</td>
<td>Eliot B</td>
</tr>
<tr>
<td>13</td>
<td>Southeast end of courtyard b/n Dauten &amp; Rutledge Dorm</td>
<td>Shanedaling Dorm(167)</td>
</tr>
<tr>
<td>14</td>
<td>Northern Tennis court fence</td>
<td>Frat Houses 1(304), 2(305), 3(306), 4(307), 5(308), 6(312), 7(311)</td>
</tr>
<tr>
<td>15</td>
<td>Grassy area near Throop Dr. &amp; Snow Way</td>
<td>Millbrook Apt. 1(218), Millbrook Apt. 2(219), Floors 1, 2, &amp; Basement of AB Law School(250), WU Nursery School (219), Village East (217)</td>
</tr>
<tr>
<td>16</td>
<td>Grassy area/courtyard b/n Lopata House &amp; Village House (east end)</td>
<td>Millbrook Apt. 3(220), Millbrook Apt. 4(221), Small Group House 2 (325), Village House(326), Small Group House 4 (327), Lopata House (324)</td>
</tr>
<tr>
<td>17</td>
<td>Vacant</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Grassy area southeast of bldg., near elevated walkway</td>
<td>Academy Building(199)</td>
</tr>
<tr>
<td>19</td>
<td>Ground level, east end of Milbrook Garage</td>
<td>Bryan Hall(195), Jolley Hall(129), Cyclotron Bldg.(113), McMillen Lab Bldg.(196), Power Plant House(142), RadioChemistry Bldg. (144)</td>
</tr>
<tr>
<td>20</td>
<td>Grassy area to the north of Earth &amp; Planetary Science Center, along Throop Dr</td>
<td>Compton Hall(109)</td>
</tr>
<tr>
<td>21</td>
<td>Grassy area to the northeast of N. Brookings</td>
<td>Crow Hall(110), Rudolph Hall(204), North Brookings Hall(105), Cupples I(111)</td>
</tr>
<tr>
<td>22</td>
<td>Grassy area b/n Olin Library &amp; Cupples II</td>
<td>Cupples II(112), Lopata Hall(122), Louterman Hall(135), Sever Hall(149), Urbauer Hall (116), Duncker Hall(114), Ridgley Hall(146)</td>
</tr>
</tbody>
</table>
### Appendix A

<table>
<thead>
<tr>
<th>Appendix A</th>
<th>Grassy area at northeast corner of Mudd Field</th>
<th>South occupants of Laboratory Science Bldg.(254), Women's Bldg (156), McMillan Bldg (137)</th>
</tr>
</thead>
<tbody>
<tr>
<td>24</td>
<td>Middle level, south entrance of Millbrook Parking Garage</td>
<td>North and lower level occupants of Laboratory Science Bldg.(254)</td>
</tr>
<tr>
<td>25</td>
<td>Middle of Parking lot #50</td>
<td>Alumni House (101), Brewe Hall (240), Teitelens Hall (242), Music Classroom Bldg.(252), Gaylord Music Lib.(130)</td>
</tr>
<tr>
<td>26</td>
<td>Grassy area near George Washington Statue, south of Olin Library</td>
<td>Busch Lab Bldg.(108), Reebold Hall(145), Monsanto Hall(139), Wilson Hall(154), Eads Hall(115), January Hall(154), Olin Library(141)</td>
</tr>
<tr>
<td>27</td>
<td>Grassy area at southeast corner of Mudd Field</td>
<td>Graham Chapel(132), Lower levels of Mallinckrodt Center(193), Hilltop Bakery (193), Subway(153), Umrah Hall(153), Danforth University Center &amp; Parking Garage</td>
</tr>
<tr>
<td>28</td>
<td>Parking lot #40, just south of Plant Growth Greenhouse</td>
<td>Life Sciences Bldg.(243), Plant Growth(140), Psychology Bldg.(249), Ground &amp; Upper levels of Mallinckrodt Center &amp; Edison Theater(193)</td>
</tr>
<tr>
<td>29</td>
<td>Grassy area to the southeast of Busch Hall</td>
<td>McDonnell Hall(247)</td>
</tr>
<tr>
<td>30</td>
<td>Grassy area to the north of Whitmore House, near Forsyth Blvd.</td>
<td>Srix International House(194), Whitmore House(197), Harbison House(174)</td>
</tr>
<tr>
<td>31</td>
<td>Grassy area in the middle of Brookings Dr., also known as Lot 3</td>
<td>Bisby Hall(104), Owens Hall(131), Steinberg Hall(151), Kemper Art Museum(203), Walker Hall(205)</td>
</tr>
<tr>
<td>32</td>
<td>Grassy area to the southeast of S. Brookings, near Lot #7</td>
<td>South Brookings Hall(105), Goldfarb Hall(251), Brown Hall (106), Busch Hall(107)</td>
</tr>
<tr>
<td>33</td>
<td>Parking Lot #4, south of Whitaker Hall</td>
<td>Whitaker Hall (202), Brauer Hall(206), Green Hall (207)</td>
</tr>
<tr>
<td>34</td>
<td>Grassy area at the northwest corner of Mudd Field</td>
<td>AS Law School floors 3-6(250); Knight Center floors 3-7(253), Seigle Hall (228)</td>
</tr>
<tr>
<td>35</td>
<td>Ground level, west end Millbrook Garage</td>
<td>Knight Center floors Basement. 1, &amp; Z (253), Bauer Hall (126) &amp; Knight Hall (125)</td>
</tr>
<tr>
<td>36</td>
<td>Practice Football Field gate, northwest corner of Francis Field</td>
<td>Athletic Complex(123), Francis Gym(123)</td>
</tr>
<tr>
<td>37</td>
<td>Entrance of Francis Field</td>
<td>Simon Hall(124)</td>
</tr>
<tr>
<td>38</td>
<td>Level 2, east end of New Millbrook Parking Garage</td>
<td>Millbrook Bldg. (138)</td>
</tr>
<tr>
<td>39</td>
<td>Alley to the southeast of bldg.</td>
<td>276 N. Skinker Bldg. &amp; Kayaks Coffee</td>
</tr>
</tbody>
</table>

**WEST CAMPUS**

<table>
<thead>
<tr>
<th>50</th>
<th>East Parking Lot past the gate attendant booth</th>
<th>West Campus (414 Bldg)</th>
</tr>
</thead>
<tbody>
<tr>
<td>51</td>
<td>Northern most corner of the North Parking Lot</td>
<td>West Campus (413 Bldg)</td>
</tr>
</tbody>
</table>

**NORTH CAMPUS**

<table>
<thead>
<tr>
<th>60</th>
<th>North of Bldg near bus lot gate</th>
<th>Family Learning Center, Huntleigh Transportation, occupants on the track</th>
</tr>
</thead>
<tbody>
<tr>
<td>61</td>
<td>Fence north of Bldg to the east of cell tower</td>
<td>Occupants of Suite(s) 2300</td>
</tr>
<tr>
<td>62</td>
<td>Fence north of Bldg to the west of cell tower</td>
<td>Occupants of Suite(s) 1900</td>
</tr>
<tr>
<td>63</td>
<td>Fence to the northwest of Bldg towards Taco Bell</td>
<td>Occupants of Suite(s) 1300</td>
</tr>
<tr>
<td>64</td>
<td>Field to the west of the Bldg</td>
<td>Occupants of Suite(s) 1210, 1220, 1400 &amp; 1420</td>
</tr>
<tr>
<td>65</td>
<td>Fence to the south of Bldg towards the Pageant</td>
<td>Occupants of Suite(s) 1110, 1120, 1130, 1140, 1540, 1570 &amp; 1640</td>
</tr>
<tr>
<td>66</td>
<td>Fence to the south of Bldg, across from Quadrangle loading dock</td>
<td>Occupants of Suite(s) 1611, 1612, 1620, 1630, 1730 &amp; N Campus Maintenance</td>
</tr>
</tbody>
</table>

**THE LOFTS**

| 80 | Green Space to the North of the Lofts at Limit & Enright | Occupants of Bldgs. 1A, 1B, 2, 3 & Garage |

**560 TRINITY**

| 99 | Grassy area at the corner of Trinity & Washington | 560 Trinity Bldg |

Please note that due to construction, the EAP assigned to a building may be temporarily or permanently relocated. For the most up-to-date EAP location, please check your building evacuation map.
## Appendix A

### WASHU MEDICAL SCHOOL EMERGENCY ASSEMBLY POINTS

<table>
<thead>
<tr>
<th>EAP #:</th>
<th>LOCATION DESCRIPTION:</th>
<th>BUILDINGS TO USE THIS EAP:</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Grass area to the South of CID School, just West of Parking lot of CID</td>
<td>CID School (24), Barnes Lodge (54)</td>
</tr>
<tr>
<td>102</td>
<td>Parking lot # H near the fence, southeast of the building</td>
<td>4480 Clayton <a href="45">HR</a></td>
</tr>
<tr>
<td>103</td>
<td>Grass area to the northeast of the building</td>
<td>Shriner’s(8), BCL(7)</td>
</tr>
<tr>
<td>104</td>
<td>Grassy area with flagpole of Health Administration Program (HAP)Building</td>
<td>Supply Room (44), SIRF &amp; SIRF East (63 &amp; 46), Health Admin. (15), 4533 Clayton (27)</td>
</tr>
<tr>
<td>105</td>
<td>Northeast corner of Hudlin Park (near corner of Euclid &amp; BJH Plaza)</td>
<td>South Bldg.(31), Becker Med. Lib.(13), Cancer Research(2), North Bldg.(1), Farell LTC(98), Power Plant (182), Maternity Bldg.(5), McMillan(6), IWJ(9), West Bldg. (14), Peters (23), Barnes Service Bldg. (28), Barnes Central (53)</td>
</tr>
<tr>
<td>106</td>
<td>Grassy area of Olin Circle near McKinley</td>
<td>McDonnell Science (12), Olin Dorm(10), East McDonnell(18)</td>
</tr>
<tr>
<td>107</td>
<td>South of Taylor Avenue Building (TAB), near sidewalk</td>
<td>Biotец(181), East Bldg.(70), East Imaging(82), Library Annex (60)</td>
</tr>
<tr>
<td>108</td>
<td>Parking lot b/n Storz &amp; Metro Garage</td>
<td>Storz Bldg.(40), METRO Garage(69)</td>
</tr>
<tr>
<td>109</td>
<td>Euclid Ave. Pedestrian Plaza near the North Garage</td>
<td>McDonnell Pediatric Research Bldg.(16), EPNEC (11), CAM(35)</td>
</tr>
<tr>
<td>110</td>
<td>East end of Wohl Circle, near Renard Circle/Chromally Kidney Center</td>
<td>CSRB(20 &amp; 89), Renard Hospital(17)</td>
</tr>
<tr>
<td>111</td>
<td>Northwest end of Wohl Circle</td>
<td>Wohl Clinic(21), Wohl Hospital(22), Barnard Hospital(50)</td>
</tr>
<tr>
<td>112</td>
<td>Pedestrian area, outside Barnes &amp; Noble Cafe</td>
<td>Northwest Tower(43)</td>
</tr>
<tr>
<td>113</td>
<td>Parking lot to the North of Bldg. across alley</td>
<td>4511 Forest Park(64)</td>
</tr>
<tr>
<td>114</td>
<td>Grass area to the northeast of the bldg., near Newstead</td>
<td>4444 Forest Park(66), 222 Duncan</td>
</tr>
<tr>
<td>115</td>
<td>Grassy area at the corner of Taylor and Forest Park Parkway</td>
<td>4488 Forest Park (76), 4500 Parkview(80)</td>
</tr>
<tr>
<td>116</td>
<td>Pedestrian Plaza North of Euclid &amp; Children’s Place</td>
<td>BJU Institute of Health</td>
</tr>
<tr>
<td>117</td>
<td>Parking lot to the south of bldg.</td>
<td>CORTEX ONE(541)</td>
</tr>
<tr>
<td>118</td>
<td>Northwest corner of Hudlin Park (near corner of BJH Plaza &amp; Kingshighway)</td>
<td>Queeny Tower(52), Rand Johnson (59), MIR (19), Southwest Tower(57)</td>
</tr>
<tr>
<td>119</td>
<td>Small Parking area between Barnes and Noble and the small Power Plant (b/n Parkview &amp; Euclid)</td>
<td>Yalem Bldg.(34), Shoenberg School of Nursing (30), Kingshighway Bldg. (31), Steinberg Bldg.(32)</td>
</tr>
<tr>
<td>120</td>
<td>Southwest corner of Forest Park Pkwy. and Euclid Ave.</td>
<td>Shoenberg Pavilion (33)</td>
</tr>
<tr>
<td>121</td>
<td>Northeast corner of Forest Park Pkwy. and Euclid Ave. (Tom's bar &amp; grill parking Lot)</td>
<td>Ettrick Bldg. (75), Shoenberg Research Bldg. (37)</td>
</tr>
<tr>
<td>122</td>
<td>Northwest corner of CAB visitor's lot</td>
<td>Clayton Avenue Bldg. (68)</td>
</tr>
<tr>
<td>123</td>
<td>Far east corner of Barnes Jewish Hosp Plaza @ South Garage (Physician's entrance)</td>
<td>East Pavilion (71), West Pavilion (72)</td>
</tr>
<tr>
<td>124</td>
<td>Surface Lot east of the Bldg.</td>
<td>Taylor Avenue Bldg. (94)</td>
</tr>
<tr>
<td>125</td>
<td>Surface Lot south of the Bldg.</td>
<td>Grant Medical Clinic(93)</td>
</tr>
<tr>
<td>126</td>
<td>4444 Forest Park loading dock area on south side (on Duncan Avenue) near sidewalk</td>
<td>Rehab Institute of STL(81)</td>
</tr>
<tr>
<td>127</td>
<td>Vacant</td>
<td></td>
</tr>
<tr>
<td>128</td>
<td>2nd floor of Children's Garage, near exit stairs</td>
<td>St. Louis Children's Hospital(49)</td>
</tr>
<tr>
<td>129</td>
<td>Grassy area South of SLCH Child Development Center</td>
<td>SLCH Child Development Center (78), Clean City Squares</td>
</tr>
<tr>
<td>130</td>
<td>1st floor of Duncan/ Taylor parking garage</td>
<td>BJH School of Nursing</td>
</tr>
<tr>
<td>131</td>
<td>Surface lot to the east of Bldg.</td>
<td>Parkway Hotel</td>
</tr>
<tr>
<td>132</td>
<td>Surface lot to the west of Bldg.</td>
<td>CID Research(26)</td>
</tr>
</tbody>
</table>

Please note that due to construction, the EAP assigned to a building may be temporarily or permanently relocated. For the most up-to-date EAP location, please check your building evacuation map.
<table>
<thead>
<tr>
<th>BUILDING</th>
<th>TYPE OF FACILITY</th>
<th>DATE</th>
<th>TIME</th>
<th>FLOORS</th>
<th>REGULARLY/SCHEDULED</th>
<th>RECURRING/ Regularly Scheduled</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHROMALLOY AM. KIDNEY CTR</td>
<td>CLINICAL</td>
<td>12/3/2014</td>
<td>02:15 PM</td>
<td>ALL</td>
<td>YES</td>
<td>RECURRING</td>
</tr>
<tr>
<td>OLIN RESIDENCE HALL</td>
<td>RESIDENTIAL</td>
<td>11/24/2014</td>
<td>10:00 AM</td>
<td>2, 3, 4</td>
<td>YES</td>
<td>RECURRING</td>
</tr>
<tr>
<td>WEST BUILDING</td>
<td>RESEARCH</td>
<td>11/25/2014</td>
<td>10:00 AM</td>
<td>ALL</td>
<td>YES</td>
<td>REGULARLY SCHEDULED</td>
</tr>
<tr>
<td>CID SCHOOL &amp; RESEARCH</td>
<td>MIXED</td>
<td>10/28/2014</td>
<td>01:15 PM</td>
<td>ALL</td>
<td>YES</td>
<td>REGULARLY SCHEDULED</td>
</tr>
<tr>
<td>FOREST PARK KIDNEY CTR.</td>
<td>CLINICAL</td>
<td>10/27/2014</td>
<td>03:00 PM</td>
<td>ALL</td>
<td>YES</td>
<td>RECURRING</td>
</tr>
<tr>
<td>OLIN RESIDENCE HALL</td>
<td>RESIDENTIAL</td>
<td>8/26/2014</td>
<td>10:00 AM</td>
<td>ALL</td>
<td>YES</td>
<td>REGULARLY SCHEDULED</td>
</tr>
<tr>
<td>NORTHWEST TOWER</td>
<td>OFFICES-ADMIN</td>
<td>8/27/2014</td>
<td>10:00 AM</td>
<td>13, 14, 15</td>
<td>YES</td>
<td>REGULARLY SCHEDULED</td>
</tr>
<tr>
<td>SOUTH BUILDING</td>
<td>RESEARCH</td>
<td>9/30/2014</td>
<td>10:00 AM</td>
<td>ALL</td>
<td>YES</td>
<td>REGULARLY SCHEDULED</td>
</tr>
<tr>
<td>CANCER RESEARCH</td>
<td>RESEARCH</td>
<td>9/30/2014</td>
<td>10:00 AM</td>
<td>ALL</td>
<td>YES</td>
<td>REGULARLY SCHEDULED</td>
</tr>
<tr>
<td>CHROMALLOY AM. KIDNEY CTR</td>
<td>CLINICAL</td>
<td>9/24/2014</td>
<td>10:00 AM</td>
<td>ALL</td>
<td>YES</td>
<td>RECURRING</td>
</tr>
<tr>
<td>SOUTHWEST TOWER</td>
<td>CLINICAL</td>
<td>7/23/2014</td>
<td>03:00 PM</td>
<td>ALL</td>
<td>YES</td>
<td>RECURRING</td>
</tr>
<tr>
<td>STORZ BUILDING</td>
<td>CLINICAL</td>
<td>7/16/2014</td>
<td>12:00 PM</td>
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<td>YES</td>
<td>REGULARLY SCHEDULED</td>
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<tr>
<td>STORZ BUILDING</td>
<td>CLINICAL</td>
<td>7/22/2014</td>
<td>04:00 PM</td>
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<td>YES</td>
<td>REGULARLY SCHEDULED</td>
</tr>
<tr>
<td>CHROMALLOY AM. KIDNEY CTR</td>
<td>CLINICAL</td>
<td>6/18/2014</td>
<td>10:30 AM</td>
<td>ALL</td>
<td>YES</td>
<td>RECURRING</td>
</tr>
<tr>
<td>OLIN RESIDENCE HALL</td>
<td>RESIDENTIAL</td>
<td>5/28/2014</td>
<td>10:00 AM</td>
<td>3, 4, 5</td>
<td>YES</td>
<td>RECURRING</td>
</tr>
<tr>
<td>BARNARD</td>
<td>MIXED</td>
<td>5/27/2014</td>
<td>10:00 AM</td>
<td>6, 7, 8</td>
<td>YES</td>
<td>REGULARLY SCHEDULED</td>
</tr>
<tr>
<td>WOHL HOSPITAL</td>
<td>CLINICAL</td>
<td>4/30/2014</td>
<td>10:00 AM</td>
<td>6, 7, 8</td>
<td>YES</td>
<td>REGULARLY SCHEDULED</td>
</tr>
<tr>
<td>FOREST PARK KIDNEY CTR.</td>
<td>CLINICAL</td>
<td>4/29/2014</td>
<td>03:00 PM</td>
<td>ALL</td>
<td>YES</td>
<td>RECURRING</td>
</tr>
<tr>
<td>WOHL CLINIC</td>
<td>CLINICAL</td>
<td>3/26/2014</td>
<td>10:00 AM</td>
<td>6, 7, 8</td>
<td>YES</td>
<td>REGULARLY SCHEDULED</td>
</tr>
<tr>
<td>CHROMALLOY AM. KIDNEY CTR</td>
<td>CLINICAL</td>
<td>3/12/2014</td>
<td>11:30 AM</td>
<td>ALL</td>
<td>YES</td>
<td>RECURRING</td>
</tr>
<tr>
<td>METRO GARAGE (4526 CP)</td>
<td>OFFICES-ADMIN</td>
<td>2/26/2014</td>
<td>10:00 AM</td>
<td>ALL</td>
<td>YES</td>
<td>RECURRING</td>
</tr>
<tr>
<td>BARNARD</td>
<td>MIXED</td>
<td>1/22/2014</td>
<td>10:00 AM</td>
<td>ALL</td>
<td>YES</td>
<td>REGULARLY SCHEDULED</td>
</tr>
<tr>
<td>Date</td>
<td>Time</td>
<td>Event</td>
<td>Location</td>
<td>Description</td>
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<tr>
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</tr>
<tr>
<td>1/5/14</td>
<td>6:28 PM</td>
<td>WUSTLAlert for Campus Closure</td>
<td>All Campuses</td>
<td>Winter weather closed all but Med School Campus which prompted a</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1/6/14</td>
<td>11:00 AM</td>
<td>Outdoor Warning Siren test</td>
<td>Danforth Campus</td>
<td>Monthly WUSTLAlert test for the</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1/6/14</td>
<td>5:32 AM</td>
<td>WUSTLAlert for Campus Close</td>
<td>All Campuses</td>
<td>Winter weather closed all but Med School Campus which prompted a</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1/7/14</td>
<td>1:00 AM</td>
<td>Fire Drill</td>
<td>So. 40 Residential</td>
<td>Semester Fire drill</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2/3/14</td>
<td>12:15 PM</td>
<td>WUSTLAlert for Campus Close</td>
<td>All Campuses</td>
<td>Multiple tornado warnings in STL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2/26/14</td>
<td>12:10 PM</td>
<td>WUSTLAlert for Campus Close</td>
<td>All Campuses</td>
<td>Multiple tornado warnings in STL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3/2/14</td>
<td>12:15 PM</td>
<td>WUSTLAlert for Campus Close</td>
<td>All Campuses</td>
<td>Multiple tornado warnings in STL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3/6/14</td>
<td>1:00 PM</td>
<td>Outdoor Warning Siren test</td>
<td>Danforth Campus</td>
<td>Monthly WUSTLAlert test for the</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3/12/14</td>
<td>1:00 PM</td>
<td>Fire Drill</td>
<td>Brookings-Hill Fire Hall</td>
<td>Monthly WUSTLAlert test for the</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3/19/14</td>
<td>12:32 PM</td>
<td>WUSTLAlert for Campus Close</td>
<td>All Campuses</td>
<td>Summer Semester test of WUSTLAlerts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3/19/14</td>
<td>12:00 AM</td>
<td>Fire Drill</td>
<td>Village &amp; Frats</td>
<td>Semester Fire drill</td>
<td></td>
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## RED ZONE

### Fire Protection

**As of September 2015**

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## Appendix D

### Washington University Safety and Security 2015–16

#### Annual Crime - Report Statistics

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<th>Crimes Reported To University Police (by type)</th>
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#### Arrests and Referrals

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#### Annual Crime Report Hate Crimes

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Note that the 2013 data for forcible sex offenses "On Campus" includes two reported incidents for which the exact location of the incident on campus was not identified, and they have not been included in the "On Campus Residential Facilities" column. In addition, one reported forcible sex offense and one reported stalking incident did not include a specific location, but these have been included in the "On Campus" column. The 2013 statistics reflect an increase in the number of students who are reporting to the Office of Sexual Assault and Community Health Services.

Note that the 2012 data reported in the arrests and referrals for drug violations "On Campus" include arrests and referrals for which (i) the exact location of the activities that formed the basis of the referral is unknown and (ii) the location of the activities that formed the basis of the arrest/referral was both on and off campus. Where the University was able to determine that any activity took place in on-campus residence halls, those statistics are reported as on-campus and as on-campus residential housing.

Note that data representing alcohol and drug referrals in 2012 and 2013 has increased based upon a review and analysis of past reports documenting Residential Life staff response and follow-up with individual students after an incident involving a violation of Missouri liquor control or drug laws.
## Appendix D

### Annual Crime Report-Unfounded Incidents

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### Arrests and Referrals

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Crime Statistics

Campus Crime Statistics (2012-2013-2014)

Under the federal “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act”, US post-secondary educational institutions must compile and make public annually statistics on the reported occurrences of the offenses of Homicide; Manslaughter; Robbery; Aggravated Assault; Sex Offenses-forcible (rape, sodomy, rape with a foreign object and forcible fondling-sexual battery); Sex Offenses – non forcible (Incest and Statutory Rape); Burglary; Motor Vehicle Theft; Arson; Arrests or persons referred for campus disciplinary action for Liquor Law Violations, Drug Abuse Violations and Weapons Possession and statistics involving the above offenses or others involving bodily injury where there is evidence of victim selection based upon actual or perceived race, gender, religion, sexual orientation, ethnicity or disability (hate crimes).

Additionally, universities are now required to report statistics on dating violence, domestic violence and stalking.

The statistics reported herein are defined in accordance with the FBI’s Uniform Crime reporting (UCR) system as modified by the Hate Crimes Statistics Act and re-authorization of the Higher Education Act enacted as Public Law 102-325 in 1992. These statistics include data from the Washington University School of Medicine Protective Services Department as well as from other University officials with significant responsibility for student and campus activities. Statistics received from BJC Security and the St. Louis Metropolitan Police Department regarding crimes on campus reported directly to them and not to School of Medicine Protective Services are also reported within the specified categories.

The reporting period is the calendar year. Statistics are reported for crimes occurring during the most recent calendar year and during the two preceding calendar years. The statistics addressed in this document are for the periods Jan. 1, 2012 through Dec. 31, 2012; Jan. 1, 2013 to Dec. 31, 2013; Jan. 1, 2014 to Dec. 31, 2014. No Hate Crimes were reported to Protective Services during the current reporting period.

Washington University School of Medicine – Annual Crime Report Statistics

For a PDF version, please click here.

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| Drug Law Violations   |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|-----------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|        |
| **Arrests**           | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    |        |
| **Referrals**         | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    |        |

<p>| Weapon Law Violations |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|-----------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|        |
| <strong>Arrests</strong>           | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    |        |
| <strong>Referrals</strong>         | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    | 0      | n/a    | n/a    |        |</p>
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<th>Trailer Campground Fire</th>
<th>Detention Campground Fire</th>
<th>Injury/Electrical Accident</th>
<th>Cause of Fire</th>
<th>Date of Fire</th>
<th>Number of Deaths</th>
<th>Number of Injuries</th>
<th>Value of Property Damaged</th>
<th>Total Fires in Each</th>
<th>Number of Fires That Required Building to Be Evacuated</th>
<th>Number of Days a Medical Facility Was in Operation Due To Fire</th>
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**TOTAL MEDICAL CAMPUS**

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<th>Number of Injuries</th>
<th>Value of Property Damaged</th>
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</tr>
<tr>
<td>Small Group 2 (tent Area)</td>
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**TOTAL DANFORTH CAMPUS**

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</table>

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Appendix F

Unintentional:

Clothing left on lamp

MEDICAL CAMPUS
06985 Snoway Drive, 63130

Small Group 4

Fraternity 6

Fraternity 5

Fraternity 4

Fraternity 3

Fraternity 2

Southern House

Wheeler

Wheeler East

Village House

Village East

Rubelman

Nemerov

Mudd

Lopata

Liggett

Lee

Hitzeman

Nathan Dardick

Beaumont

($)

Related to a Fire

Cause of Fire

Value of Property

Total Medical Campus

TOTAL ANGELICUS CAMPUS

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A WORD ABOUT CONFIDENTIALITY

Confidentiality is almost always a concern of someone who is considering counseling. The mental health staff is firmly committed to the code of confidentiality and ethics of professional practice; therefore, complete privacy can be assured UNLESS the student is a danger to himself or others. Without permission of the student, mental health records are not available to anyone outside or within the University. Avoid assurances of confidentiality if the issues of suicide or harm to others are present.
Appendix G

RECOGNIZING WARNING SIGNS

Recognizing warning signs does not require expertise! It does, however, require an awareness of what to look for. Generally, warning signs fall into three categories: Academic, Physical/Psychological and Other Factors.

ACADEMIC:
- A dramatic drop in academic performance and/or GPA.
- Criminal seeking of unusual accommodations (extensions for papers, exams, etc.).
- Papers that have themes of hopelessness, despair or rage.
- Inappropriate disruption of the classroom.
- Persistent absence from class, missed appointments.

PHYSICAL/PSYCHOLOGICAL:
- Visible, sudden increase or decrease in weight.
- Obvious substance abuse, such as smell of alcohol, slurred speech, bloodshot eyes.
- Marked changes in concentration, motivation or energy level.
- Sudden withdrawal from interactions with faculty, administrators, staff, peers.
- Inappropriate or exaggerated behavior, aggressiveness, emotional outbursts, crying.

OTHER FACTORS TO CONSIDER:
- Written or verbal statements that indicate despondency.
- Direct statements indicating family problems or personal losses such as the death of a family member or a relationship break-up.
- Continuing requests for, and then non-use of, significant medical services.
- Expressions of concern about a student by peers, your own sense, however vague, that something is seriously amiss with the student.
- The greater the number of warning signs present, the greater the likelihood that the student needs assistance.

LISTENING TO THE STUDENT

If students share their concerns with you, it is important simply to listen in an open way. This will allow you to better determine if warning signs are present, in which case you may wish to refer the student to the Mental Health Services at Student Health Services. Try to speak with the student in person if you receive an email or voicemail that suggests the student is in need of further assistance. Listen patiently and receptively and “be yourself” as much as possible. You will find the conversation less stressful if you are less self-conscious about how to interact with the student.

It is not necessary for you to solve the student’s problem. Do not underestimate the importance of listening to the student. You are providing support when a student can walk away feeling that his or her concerns have been heard and understood. In some cases, you may be the first individual who has really taken the time to listen and understand.

HOW TO REFER:

Remember that if you feel a student could benefit from counseling, you may always contact a member of the counseling staff for consultation at (314) 935-6695 prior to meeting with the student. We are available to help you with any questions you may have regarding how best to approach the student in distress.

The following information may be helpful for making a referral:
- Assure the student that seeking counseling is an indication of strength, not weakness.
- Share your knowledge of the referral source, offering a specific name when possible.
- Otherwise, a simple explanation of the function of the office being referred to may alleviate the student’s anxiety about the process.
- Respect the student’s right to reject the referral suggestion, or to think about it first — UNLESS there has been talk of suicide. Remember that it is not unusual for the student to avoid taking action initially.
- In cases that do not involve concerns of suicide, but the student is hesitant to pursue counseling, be prepared to offer other options, such as peer counseling groups on campus, the student’s minister, priest, rabbi, physician or trusted family member.
- If the student is ready to accept a referral, ideally he or she should make the call. However, if the student prefers that you call Student Health Services (314) 935-6695, do so in his or her presence. Counseling appointments are made by calling (314) 935-6695. If it is an urgent matter, tell the appointment coordinator directly. The coordinator will assist you in arranging the appropriate next step, such as scheduling an appointment. Should there be greater urgency, further options will be discussed.

EXPRESSING CONCERN AND ENGAGING THE STUDENT

Explain your concerns and their basis.
Avoid negative comments or implications about character or personality. For example, DO say, “I’ve noticed that you haven’t been yourself lately. Is everything all right?” DON’T say, “I’ve noticed that you’ve been slacking off lately.” Explain why your observations of the behavior have led you to believe that talking with a counselor may be advisable. DO continue with a specific positive follow-up, such as, “Most of the time you make such valuable contributions in class, and I’ve been missing that recently.” This would be a good point at which to wait silently for a moment, to see if the student offers a response.

MAKING A REFERRAL

WHEN to refer:
In addition to the warning signs listed above, consider referring a student when:
- you feel you have reached the limits of your ability to help the student.
- you identify too closely with the student and/or the problem.
- a student has physical complaints, such as insomnia, headaches, dizziness or stomach ailments. These symptoms may be manifestations of psychological or medical problems.
- a student expresses thoughts of suicide. Ethically, assertive intervention on your part is necessary. Call Student Health Services for consultation and further assistance as soon as possible at (314) 935-6695.

If you have immediate concerns about a student’s safety, stay with the student and notify SHS at (314) 935-6695. If the student refuses further assistance and his/her safety is at risk, contact the Washington University Police Department at (314) 935-5353.
Appendix H

Faculty and Staff as Helping Resources

Faculty and staff are in good positions to recognize students who are in distress. Counseling Services’ staff wants to support your efforts by providing this practical information about how to identify distressed students and to make referrals to Counseling Services or other crisis support services.

Making a Counseling Services Referral

Non-Crisis Referrals:
Encourage students to contact one of the psychologists on staff directly to schedule an appointment.

Student Health Counseling Services at 314-362-2404
Offer to let the student call from your office.

Crisis Referrals:
If a student is in crisis during Counseling Services business hours (Mon-Fri 8 am - 4 pm) call and ask to speak to one of the psychologists on staff (314 362-3523). If one of the clinicians is not immediately available, ask to speak to the nursing staff.

Provide the counselor with a description of the situation. The counselor will help you with appropriate actions to take. Appointments are usually available for students who need to be seen in an urgent matter.

If the student or another person is in imminent danger, or when you believe a student is out of control, call Protective Services on campus at 314 362-4357 (or 2-HELP).

It is often a good idea to FOLLOW-UP with students after the referral was made. Be aware that Counseling Services works within ethical limits of confidentiality and WE CANNOT give information about the student or specifics about the situation without written permission. WE CAN answer your general questions about making referrals, offer you information about psychological concerns and problems in general, and take information from you about the student.

Mental Health Services

A Word About Confidentiality

Confidentiality is almost always a concern of someone who is considering counseling. The mental health staff is firmly committed to the code of confidentiality and ethics of professional practice; therefore, complete privacy can be assured UNLESS the student is a danger to himself or others. Without permission of the student, mental health records are not available to anyone outside or within the University. Avoid assurance of confidentiality if the issues of suicide or harm to others are present.
Recognizing Students in Distress

Marked Changes in Academic Performance or Behavior
- Uncharacteristically poor performance and preparation
- Excessive absences or tardiness
- Repeated requests for special consideration especially when this represents a change from previous functioning
- Avoiding or dominating discussions
- Excessively anxious when called upon
- Disruptive classroom behavior
- Intense emotion or inappropriate responses

Behavioral or Interpersonal Problems
- Asking instructor for help with personal problems
- Complaints from other students
- Hyperactivity or very rapid speech
- Tearfulness
- Irritability or angry outbursts
- Problems with roommate or family
- Change in personal hygiene or dress
- Dramatic weight loss or gain
- Disjointed thoughts

References to Suicide, Homicide or Death
- Expressed thoughts of helplessness or hopelessness
- Overt references to suicide
- Isolation from friends or family
- References to suicide or homicide in verbal statements or writing

You should seek emergency help immediately if a student is talking about direct harm to self or others or acting in a bizarre or disruptive manner. The following list of phone numbers represents local support options in case of an emergency.

Emergency Phone Numbers
- Student Health Service (314 362-3523)
- Protective Services (314 362-4357 or 2-HELP)

The university experience presents every student with enormous opportunities for personal and intellectual growth. As exciting as this time may be, it can also bring with it a measure of stress, anxiety and confusion. Usually these concerns can be worked out, but some situations are particularly difficult and can become too much to handle without assistance. Left unaddressed they can affect happiness, personal relations, school performance and even health. With help these issues can be addressed, ease stress and put the student back on the right path.

What Can I Do?

- **TALK**...to the student in private when both of you have the time and are not rushed or preoccupied. Privacy will help minimize embarrassment and defensiveness
- **LISTEN**...in a sensitive, nonthreatening way. Discuss your observations in behavioral, nonjudgmental terms. For example, "I've noticed you've been absent from class lately and I'm concerned."
- **COMMUNICATE**...understanding by repeating back the essence of what the student has told you. Try to include both content and feelings ("It sounds like you're not accustomed to such a big campus and overwhelmed.") Let the student talk.
- **GIVE HOPE**...assure the student that help is available. Help the student identify options for action and explore the possible consequences.
- **MAINTAIN**...clear and consistent boundaries and expectations. Be frank with the student about the limits on your ability to help him or her
- **REFER**...when the problem is more serious than you feel comfortable handling and you have helped as much as you can and further assistance is needed.