POLICY STATEMENT

The University of North Dakota (UND) will issue a timely warning when it receives a report of a crime that represents a serious or continuing threat to the safety of members of the campus community. UND may also issue a warning to the campus community when other instances pose a safety concern.

REASON FOR POLICY

UND is responsible for issuing timely warnings in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

SCOPE OF POLICY
This policy applies to:

- President
- Vice Presidents
- Deans, Directors & Department Heads
- Area Managers & Supervisors

- Faculty
- All Employees
- Students

WEB SITE REFERENCES

This policy: http://UND.edu/finance-operations/files/docs/6-8-timely-warning.pdf
Vice President for Finance & Operations: http://UND.edu/finance-operations/
RELATED INFORMATION

<table>
<thead>
<tr>
<th>Related Information</th>
<th>URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clery Act</td>
<td><a href="http://clerycenter.org/summary-jeanne-clery-act">http://clerycenter.org/summary-jeanne-clery-act</a></td>
</tr>
</tbody>
</table>

CONTACTS

Specific questions should be directed to the following:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Contact</th>
<th>Telephone</th>
<th>Department of Office E-Mail / Web Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Policy Clarification</td>
<td>Department of Public Safety</td>
<td>(701) 777-3341</td>
<td><a href="http://UND.edu/public-safety/">http://UND.edu/public-safety/</a></td>
</tr>
</tbody>
</table>

DEFINITIONS

| Clery Act                                      | Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act |
| UND-Alert                                      | UND’s campus-wide text and phone emergency notification system. UND-Alert is only used when there is a severe threat to the public safety and health of the entire campus. |
| UPD                                             | University Police Department |

PRINCIPLES

OVERVIEW – UND will issue a timely warning when it receives a report of a crime that represents a serious or continuing threat to the safety of members of the campus community. UND may also issue a warning to the campus community when other instances pose a safety concern.

UND is responsible for issuing timely warnings in compliance with the Clery Act.

PROCEDURES

Initiating Timely Warnings

First responders and essential personnel in the Department of Public Safety are responsible for initiating timely warnings. Those responsible include, but are not limited to:

- Associate Vice President for Public Safety/UPD Chief of Police or designee
- Police officer on duty
- Associate Director for Safety or designee
- Associate Director for Emergency Management or designee

The University in conjunction with various campus offices will distribute timely warning announcements when there appears to be a threat to the safety and security of persons on campus for the following crimes:

- Aggravated assault
• Arson
• Burglary
• Negligent manslaughter
• Motor vehicle theft
• Murder/Non-negligent manslaughter
• Robbery
• Sexual offenses
• Violations of liquor law, drug law, or weapons possession law
• Any other crime in which the victim was chosen on the basis of race, gender, religion, disability, sexual orientation, or ethnicity/national origin.

Decisions concerning whether to issue a timely warning will be made on a case-by-case basis using the following criteria:
• Nature of the crime
• Continuing danger to the campus community
• Possible risk of compromising law enforcement efforts

If the threat is sudden and serious, a warning will be issued immediately and will be continually updated until the threat is contained or neutralized. If a threat is less immediate, the warning will be fully developed and distributed after that point in time.

Crimes that could constitute a continuing threat include, but are not limited to:
• Serial crimes that target certain campus populations such as sex crimes or race-based crimes in which the perpetrator has not been apprehended, and
• Ongoing criminal activity in which there is no apparent connection between perpetrator and victim.

Crimes that would not constitute a continuing threat include, but are not limited to:
• Crimes in which the perpetrator has been apprehended, thereby eliminating the threat, and
• Crimes in which an identified perpetrator targets specific individuals to the exclusion of others, such as domestic violence.

**Warning Content**

The warning contains sufficient information about the nature of the threat to allow members of the campus to take protective action:
• A succinct statement of the incident
• Possible connection to previous incidents if applicable
• Date, time, and location of the warning
• Description and drawing of the suspect, if available
• Risk reduction and safety tips
• Other relevant and important information

In some cases, UPD may need to keep some facts confidential to avoid compromising an ongoing investigation.

**Notification Methods**

The following methods may be used to notify the campus community of various emergencies that may affect the campus community:
• UND-Alert
• Phone
• Text message
• Email
• Outdoor warning sirens
• Official UND website and UPD website
• UND television channels
• Local media
• Targeted communication – posters, letters, group meetings, etc.
RESPONSIBILITIES

| Department of Public Safety | • Initiate timely warnings.  
• Assist in distribution of timely warnings as necessary.  
• Continually update warnings until threat is contained or neutralized. |

REVISION RECORD

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/04/2011 – Interim Approval</td>
<td>President Robert O. Kelley</td>
<td></td>
</tr>
<tr>
<td>02/07/2012 – Policy Implementation</td>
<td>President Robert O. Kelley</td>
<td></td>
</tr>
</tbody>
</table>
| 05/29/2013 – Revision | | • Changed alert to warning in Policy Statement  
• Updated titles of those involved in initiating timely warnings in Procedures: Initiating Timely Warnings  
• More clearly identified acts that would be considered hate crimes in Procedures: Initiating Timely Warnings  
• Replaced Emergency Management and Public Safety with Department of Public Safety, and Emergency Management with Office of Emergency Management throughout document |
| 07/01/2013 – Revision Approved | President Robert O. Kelley |  |
| 08/08/2014 – Revision | | • Updated website links throughout document  
• Changed Director of Public Safety to Associate Vice President for Public Safety throughout document  
• Updated list of crimes requiring a timely warning in Procedures: Initiating Timely Warnings  
• Added risk reduction and safety tips to Procedures: Warning Content |
| 08/14/2014 – Revision Approved | President Robert O. Kelley |  |
| 07/01/2015 – Revision | | • Updated website links throughout document  
• Changed Notifind to UND-Alert throughout document |
| 07/20/2015 – Revision Approved | President Robert O. Kelley |  |
| 10/17/2016 – Revision | | • Updated website links throughout document |