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Resource Phone Numbers

**Police**
- Emergency ......................................................... 911
- University Police—Brigham Young University .................................. 801-422-2222
- Washington, DC Metropolitan Police ........................................ 202-727-9099

**Fire**
- Emergency ......................................................... 911
- Washington DC Fire Department .............................................. 202-673-3320
- BYU Fire Marshal .................................................. 801-422-6880

**Alcohol and Drug Abuse Counseling**
- BYU Substance Abuse Prevention Services .................................. 801-422-1942
- DC Alcoholics Anonymous .............................................. 202-966-9115
- Kolmac Clinic—Alcohol and Drug Treatment Center .................. 202-638-1992

**Counseling & Victim Assistance**
- BYU Comprehensive Clinic .................................................. 801-422-7759
- BYU Counseling and Psychological Services ...................... 801-422-3035
- BYU Women’s Services and Resources Office ..................... 801-422-4877
- Child Abuse Intake Hotline .............................................. 855-323-3237
- DC Family Services ...................................................... 202-671-7233
- DC Rape Crisis Center ................................................ 202-232-0789
- LDS Family Services ...................................................... 801-422-7620
- Turning Point Center for Women and Children ..................... 202-756-2600
- The National Center for Children and Families ............... 301-365-4480

**Domestic Violence and Sexual Assault**
- BYU Comprehensive Clinic .................................................. 801-722-7759
- BYU Women’s Services and Resource s Office ..................... 801-422-4877
- Child Abuse Hotline ...................................................... 202-671-7233
- DC Child and Family Services ........................................... 202-442-6100
- DC Metropolitan Police Department-Sexual Assault Unit .. 202-272-3700
- DC Rape Crisis Center ...................................................... 202-232-0789
- LDS Family Services ...................................................... 801-422-7620
- National Domestic Violence Hotline .................................. 800-799-7233
- Rape Abuse and Incest National Network (RAINN) ........... 800-656-4673
- Turning Point Center for Women and Children ..................... 202-756-2600
- The National Center for Children and Families ............... 301-365-4480

**Health Care**
- George Washington University Hospital .................................. 202-715-4000
- Howard University Hospital ............................................... 202-865-6100
- MedStar National Rehabilitation Hospital ......................... 202-877-4674
- MedStar Washington Hospital Center .......................... 202-877-7000
- Providence Hospital ......................................................... 202-269-7000
- Psychiatric Institute of Washington ...................................... 202-885-5600
Health Information, Confidential Evaluation, and Counseling
BYU Comprehensive Clinic ................................................................. 801-422-7759
BYU Counseling and Psychological Services ...................................... 801-422-3035
BYU Student Health Center .............................................................. 801-422-2771

Reporting Hazards
Resident Faculty Director ................................................................. 703-848-0014
Introduction

The Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act—known as the Clery Act—is named for Jeanne Clery, a nineteen-year-old Lehigh University student who was raped and killed in her dorm room in 1986. The law was originally enacted in 1990 as the Crime Awareness and Campus Security Act (Title II of Public Law 101–542), which amended the Higher Education Act of 1965 (HEA). The Clery Act requires all postsecondary educational institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. Specifically, higher education institutions subject to the law must do the following:

- Collect, report, and disseminate crime data
- Develop policy statements regarding campus safety
- Prepare and distribute an annual security report
- Issue timely warnings and emergency notifications to the campus community
- Submit crime statistics to the Department of Education

The Clery Act has been amended many times to include additional requirements. Amendments in 2013 require institutions to report incidents of domestic violence, dating violence, and stalking. The Act is intended to provide students and their families, as higher education consumers, with accurate, complete, and timely information about safety on campus so that they can make informed decisions about where to attend school.

Preparing the Annual Security Report

This document is designed to provide students and employees with information concerning personal safety and university policies, and to comply with federal law. University Police prepares and publishes the report on an annual basis by compiling updated policy information relevant crime data that is maintained in its own office, reported by campus security authorities, and provided by local law enforcement. The university’s Department of Risk Management, Safety, and Compliance provides statutory and regulatory compliance oversight of the report’s contents. For additional information or to submit changes and corrections, please contact the following:

- Terry Fox, University Police, 801-422-7337 or terry.fox@byu.edu.
- Scott Dunaway, Assistant Dean—Barlow Center, 938 SWKT, 801-422-3950 or scott.dunaway@byu.edu.
Crime Statistics

Collecting Crime Reports and Statistics Procedures

The Clery Act requires universities to disclose statistics for reported crimes based on (1) the person who received the crime report, (2) the types of crimes that were reported, (3) the year in which the crimes were reported, and (4) the geographic location where the reported crimes occurred. For purposes of the Clery Act, relevant geographic locations include campus, public property within or immediately adjacent to campus, and certain noncampus buildings or property that are owned or controlled by the reporting university.

Statistics are collected from the following sources:

- Washington, DC Metropolitan Police Department – Second District Station,
- University Police,
- Campus Security Authorities, and
- EthicsPoint compliance hotline

Statistics Tables

<table>
<thead>
<tr>
<th>CRIMINAL OFFENSES</th>
<th>Campus &amp; Residence Hall (RH) Totals</th>
<th>Noncampus Property</th>
<th>Public Property</th>
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<tbody>
<tr>
<td>Total RH</td>
<td>Total</td>
<td>RH</td>
<td>Total</td>
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<tr>
<td>Murder / Non-Negligent Manslaughter</td>
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<tr>
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<tr>
<td>Rape</td>
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<tr>
<td>Fondling</td>
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<td>Incest</td>
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<tr>
<td>Statutory Rape</td>
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<tr>
<td>Robbery</td>
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<tr>
<td>Aggravated Assault</td>
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<tr>
<td>Burglary</td>
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<tr>
<td>Motor Vehicle Theft</td>
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<tr>
<td>Arson</td>
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<tr>
<th>ARRESTS</th>
<th>Campus &amp; Residence Hall (RH) Totals</th>
<th>Noncampus Property</th>
<th>Public Property</th>
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<td>RH</td>
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<td>Illegal Weapons Possessions</td>
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<td>Drug Law Violations</td>
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<tr>
<td>Liquor Law Violations</td>
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<td>DISCIPLINARY REFERRALS</td>
<td>Campus &amp; Residence Hall (RH) Totals</td>
<td>Noncampus Property</td>
<td>Public Property</td>
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</tr>
<tr>
<td>Total</td>
<td>RH</td>
<td>Total</td>
<td>RH</td>
</tr>
</tbody>
</table>
| Illegal Weapons
Possessions | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     |
| Drug Law Violations    | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     |
| Liquor Law Violations  | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     |

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<thead>
<tr>
<th>HATE CRIMES</th>
<th>Campus &amp; Residence Hall (RH) Totals</th>
<th>Noncampus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>RH</td>
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<td>RH</td>
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<tr>
<td>Murder / Non-Negligent Manslaughter</td>
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<td>Rape</td>
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<td>Fondling</td>
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<td>Incest</td>
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<td>Statutory Rape</td>
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<td>Robbery</td>
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<td>Aggravated Assault</td>
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<td>Burglary</td>
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<td>Motor Vehicle Theft</td>
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<tr>
<td>Arson</td>
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<td>0</td>
</tr>
<tr>
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<td>Larceny-Theft</td>
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<td>0</td>
</tr>
<tr>
<td>Intimidation</td>
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</tr>
<tr>
<td>Destruction / Damage / Vandalism of Property</td>
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<td>0</td>
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</tr>
</tbody>
</table>

Hate Crime Categories of Prejudice: Disability (D), Ethnicity (E), Gender (G), Gender Identity (GI), National Origin (N), Race (Ra), Religion (Re), Sexual Orientation (S)

<table>
<thead>
<tr>
<th>VAWA OFFENSES</th>
<th>Campus &amp; Residence Hall (RH) Totals</th>
<th>Noncampus Property</th>
<th>Public Property</th>
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</thead>
<tbody>
<tr>
<td>Total</td>
<td>RH</td>
<td>Total</td>
<td>RH</td>
</tr>
<tr>
<td>Domestic Violence</td>
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<tr>
<td>Dating Violence</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Stalking</td>
<td>0</td>
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</table>
Crime Definitions

The Crime Statistics table reflects specific crimes and arrests reported to the sources identified in the Collecting Crime Reports and Statistics Procedures Section. Per the Clery Act, these crimes are classified based on the Federal Bureau of Investigation’s (FBI’s) Uniform Crime Reporting Handbook (UCR). For sex offenses only, the definitions are from the FBI’s National Incident-Based Reporting System edition of the UCR. Hate crimes are defined according to the FBI’s Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual. Although the law states that institutions must use the UCR for defining and classifying crimes, it does not require Clery Act crime reporting to meet all UCR standards. This Crime Statistics Report may or may not reflect the actual number of crimes committed on campus; however, it does accurately represent the number of the following defined crimes reported to the aforementioned entities.

**Murder and Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.

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

**Sexual Assault (Sex Offenses):** Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent

- **Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

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

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

- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

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

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. For reporting purposes, this definition includes all cases where automobiles are taken by persons not having lawful access—even if the vehicles are later abandoned (including joyriding).

**Arson:** Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, the personal property of another, etc.
Illegal Weapons Possession: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Included in this classification are the following: the manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.

Drug Law Violations: The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. This includes the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance, as well as any arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. Included in this classification are the following: all drugs, without exception, that are illegal under local or state law; and all illegally obtained prescription drugs.

Liquor Law Violations: The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages—not including driving under the influence and drunkenness. The following are included in this classification: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; and drinking on a public conveyance.

Hate Crimes: A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of this section, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

• Disability: A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

• Ethnicity: A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.

• Gender: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

• Gender Identity: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

• National Origin: A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

• Race: A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.

• Religion: A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.
• **Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.

**Simple assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

**Larceny-theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

**Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

**Destruction/damage/vandalism of property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Domestic Violence:** A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; 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; by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. 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. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

**Stalking:** Engaging in a course of conduct [two or more acts such as following, monitoring, observing, surveilling, threatening, communicating or interfering] 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.
Reporting Crimes and Emergencies

The Barlow Center encourages accurate and prompt reporting of all crimes and emergency situations, even when a crime victim is unable to or decides not to report. Students and employees should report criminal incidents to the sources described below so the Washington Seminar director, faculty director and building manager can work with the campus community to promote safety, prevent reoccurrence of the crime, disclose accurate crime statistics in its annual security report, and issue appropriate timely warnings about dangerous situations.

People to Receive Reports

Any of the following are prepared to receive crime reports.

**Washington, DC Metropolitan Police Department**

Washington, DC Metropolitan Police Department has jurisdiction over all law enforcement related issues occurring on university properties. Crimes in progress, suspicious circumstances, medical emergencies, and other campus emergencies should be immediately reported to the Washington, DC Metropolitan Police Department.

**University Police Department**

Students may report crimes to the University Police Department. The University Police Department is available at the following location:

University Police Department
2120 JKB
Provo, UT 84602
801-422-2222
police@byu.edu

**EthicsPoint Compliance Hotline**

The university provides an anonymous compliance hotline—EthicsPoint—for reporting non-emergency incidents on a voluntary and confidential basis, either by phone or online. Reporters should explain the issue in detail, and they should return to the report, either by internet or phone, to answer questions posed by a BYU representative. Reporters can also return to the report to receive updates.

**Telephone**

Submit anonymous reports through a third party administrator:

- Call EthicsPoint’s toll-free hotline, available twenty-four hours a day: 1-888-238-1062.

**Online**

Submit anonymous reports through a third party administrator:

- Visit BYU’s Office of Compliance website and click on the hotline button: [http://compliance.byu.edu](http://compliance.byu.edu);
  or

**Campus Security Authorities (CSAs)**

The Metropolitan Police Department is the preferred contact for reporting campus crimes. However, individuals may also report criminal incidents to Campus Security Authorities, who include individuals responsible for campus security and others who have been designated due to their significant responsibility for student and campus activities. Specifically,
the following persons and organizations may receive reports of criminal offenses:

- Resident Faculty Director (available at 703-848-0014), and
- Washington Seminar Director (available at 801-422-6029; scott.dunaway@byu.edu).

**Local Law Enforcement Authorities**

BYU encourages the campus community to report crimes to local law enforcement authorities.

**Pastoral and Professional Counselors**

Professional counselors at the university and ecclesiastical counselors are encouraged to make individuals aware of the EthicsPoint Compliance Hotline as an alternative means of confidentially and anonymously reporting crime.

A pastoral counselor is a person who is associated with a religious order or denomination and is recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor. A professional counselor is a person whose official responsibilities include providing mental health counseling to members of the campus community and who is functioning within the scope of his or her license or certification. This definition applies even to professional counselors who are not employees of the university but who are under contract to provide counseling to the campus community.

The pastoral or professional counselor exemption is intended to ensure that these individuals can provide appropriate counseling services without an obligation to report crimes they may have learned about. This is similar to the privilege provided under certain circumstances to doctors and attorneys when they may learn of crimes from patients or clients. This exemption is intended to protect the counselor-client role. However, even these legally recognized privileges acknowledge some exemptions, such as certain situations in which counselors are in fact under a legal obligation to report a crime.

To be exempt from disclosing reported offenses, pastoral or professional counselors must be acting in the role of pastoral or professional counselors. An individual who is not yet licensed or certified as a counselor but who is acting in that role under the supervision of an individual who meets the definition of a pastoral or professional counselor is considered to be a counselor for the purposes of the Clery Act. An example is a BYU PhD counselor-trainee acting under the supervision of a professional counselor. However, a dean of students who has a professional counselor’s license but who is employed by the university only as a dean and not as a counselor is not exempt from reporting. If that same dean is employed by BYU as both a professional counselor and an academic counselor and he or she learns of a criminal incident while he or she is engaged in academic counseling, he or she is not exempt from reporting that incident. If an individual has dual roles—one as a professional or pastoral counselor and the other as an official who qualifies as a campus security authority—and the roles cannot be separated, that individual is considered a campus security authority and is obligated to report Clery crimes of which they are aware.

An individual who is counseling students and/or employees but who does not meet the Clery definition of a pastoral or professional counselor is not exempt from being a campus security authority if they otherwise have significant responsibility for student and campus activities. This includes positions such as the director of the Student Health Center, the director of the Counseling Center, the director of Women’s Services and Resources, etc.

**Timely Warning Policy**

The following methods may be used to disseminate information to the campus community about crimes that have already occurred but represent a serious or continuing threat to the campus community:

- Email,
- Notices posted by elevator doors and stairwells
- Cell phones (voicemail or text messaging)
- Public addressing system, and
- Announcement sessions / student meetings.

**Timely Warning Notification Committee**
This committee meets to discuss information on crimes or other events in the community that pose a continuing threat to the center and its participants. The committee evaluates the possible threat and, if warranted, prepares and disseminates appropriate notifications to the campus community. The committee includes the following members:

- Scott Dunaway, Assistant Dean and Washington Seminar Director, and
- Ben Ogles, Deal College of Family Home and Family Sciences.

**AlertDC**
The AlertDC system is a service of the Washington, DC government. It provides rapid text notification and update information during a major crisis or emergency. This system delivers important emergency alerts, notifications, and updates on a range of devices including: email accounts, cell phones, pagers, and PDAs.

When an incident or emergency occurs, authorized DC Homeland Security & Emergency Management personnel can rapidly notify participants using this community alert system. Alert DC is a personal connection to real-time updates, instructions on where to go, what to do, or what not to do, whom to contact, and other important information.

AlertDC is available to citizens of the District of Columbia as well as individuals traveling to or working in the District. All Washington Seminar participants, including residents at the Barlow Center are encouraged to sign up for an account to receive alerts and emergency notifications. Subscribers may be charged, as set forth in their wireless provider's contract, for messages delivered to their wireless devices. To sign up, visit the AlertDC website: [https://textalert.ema.dc.gov/register.php](https://textalert.ema.dc.gov/register.php).
Security of Campus Facilities
The following is a summary of campus facilities at the Barlow Center.

Barlow Center Facility Security and Access
Most participants in the BYU Washington, D.C. Seminar are housed in the Milton A. Barlow Center located at 2520 L Street, NW, Washington, D.C. This facility is owned and operated by the Church of Jesus Christ of Latter-day Saints. The BYU Washington Seminar, the Church’s Public and International Affairs staff, and the Seminaries and Institutes of Religion share use of the building. Except for public functions, it is locked and surveillance cameras monitor all entrances. General public access to the building is restricted. The upper two floors are used as residential apartments for Washington Seminar participants.

Access to these floors is controlled by electronic key and restricted to residents and their guests. Overnight guests are not permitted in the building. All students are encouraged to keep doors locked and deny access to those they do not know.

Reporting a Hazard
Individuals are encouraged to report hazardous conditions or safety concerns to their director or advisor:

Resident Faculty Director: 703-848-0014
Campus Law Enforcement

Police
Law enforcement-related services are provided by the Metropolitan Police Department. For an in-depth view of the Metropolitan Police Department, go to the following web site: http://mpdc.dc.gov/.

Local Police: Metropolitan Police Department
A Brigham Young University does not employ any on-site, independent law enforcement or security personnel for the Barlow Center. As a result, all participants are dependent upon the Metropolitan Police Department for law enforcement services. Victims of any crimes are encouraged to report the incident to the Metropolitan Police Department. All crimes committed at the Center or for which Center participants are victims are reported to the Metropolitan Police.

Reporting Crimes
Immediately report all crimes, suspicious activity and circumstances, and medical emergencies to the Metropolitan Police Department. Officers are available twenty-four hours a day. Similar incidents or activities may also be reported to

Off-Campus Student Organizations
BYU does not recognize off-campus student organizations. Local law enforcement agencies are responsible for policing off-campus student residences.
Crime Prevention and Campus Security Programs

The Barlow Center is a remarkable place to live, work, and study. Historically, the campus has experienced lower crime rates than many other educational institutions of similar size. However, the campus is not immune to the criminal acts of others. BYU’s crime prevention programs and measures, though effective, are not substitutes for one’s responsibility to practice good safety habits. Preventing and reducing crime also requires a campus community effort.

International Study Abroad Programs

Safety and security training is provided to all students traveling abroad through the study program in which they are enrolled. Additional information may be obtained from the Kennedy Center:

Kennedy Center for International Studies
237 HRCB BYU
801-422-3377
kennedycenter@byu.edu

Individuals traveling abroad should also visit the U.S. Department of State website (http://www.state.gov/) for further information pertaining to travel tips, warnings and other pertinent information.

Barlow Center Safety Program

All Washington Seminar students are required to attend a preparatory classroom discussion concerning relevant safety and security topics and must read applicable sections of the Washington Seminar Handbook entitled “Safety and Crime Prevention.”

Furthermore, at the beginning of each semester, all Washington Seminar participants, including those living in the Barlow Center, are given a safety and crime prevention briefing by a representative from the George Washington University Police Department.

The Barlow Center is on the periphery of George Washington University (GWU). GWU has made a number of safety resources available to Washington Seminar students at the Barlow Center, including an evening escort service, rape prevention classes, and victim assistance. For additional information about these services, see GWU Police Department web site at: http://police.gwu.edu/.

Shots Fired

An online video program—titled “Shots Fired”—teaches people how to survive an active gunman incident. The viewer is taught the concepts of “survival mindset” and “course of action.” To view the video, go to https://police.byu.edu and then click on the Shots Fired icon.
Alcohol, Tobacco, and Drugs

Brigham Young University encourages and sustains an academic environment that promotes the health, safety, and welfare of all university members. Thus, it is the long-standing policy of the university that employees and students completely abstain, whether on or off campus, from the use of alcohol or tobacco; from the possession, use, or distribution of any illegal drug; and from the use of any controlled legal substance without specific medical authorization. In addition, possession or consumption of illegal drugs, alcoholic beverages, or tobacco on campus by anyone, including visitors, is contrary to university policy.

Personnel or students known to be possessing, using, or distributing illegal drugs or possessing and using alcohol or tobacco are subject to university disciplinary action and, if appropriate, to legal sanctions pursuant to local, state, and federal law.

Through the annual Clery Act Campus Security Report, all personnel and students are provided annually with a copy of the University Drug-Free School and Workplace Policies, in which university and legal sanctions are detailed for inappropriate drug use. The document also details the known health risks associated with drug use.

Drug and Alcohol Abuse Education Programs

Because students at the Barlow Center are part of the student body and workforce of BYU, they have access to the Drug and Alcohol Abuse Education programs available at the Provo campus.

The university supports personnel and student participation in programs to prevent the abuse of drugs, controlled substances, tobacco, and alcohol. Substance Abuse Prevention Services can provide confidential assistance with drug and alcohol abuse problems. Educational training programs, health information, preliminary evaluations, and counseling for possible referral for outside medical assistance are likewise available. Contact any of the offices listed on the right for drug or alcohol assistance. Counselors in these offices are experienced professionals. They offer support for students in an atmosphere of understanding and confidentiality. All programs offer individual assessment and referral to both on- and off-campus resources. Several independent off-campus entities also offer counseling services that are not affiliated with the university or its sponsor, The Church of Jesus Christ of Latter-day Saints.

Persons aware of those with substance abuse problems enrolled at or employed by BYU are encouraged to act responsibly by consulting with one of BYU's counselors or a University Police officer. Remaining silent or waiting until a situation has escalated is not wise and is often dangerous. The university supports the premise that personnel and students should cooperatively help one another to solve alcohol and substance abuse problems.

Drug and Alcohol Assistance

Contact the following resources for drug or alcohol assistance:

- Counseling and Psychological Services, 1500 WSC (801-422-3035)
- Honor Code Office, 4450 WSC (801-422-2847)
- Substance Abuse Prevention Services, 1500 WSC (801-422-1942)
Drug-Free School Policy*

6 January 2014

Brigham Young University encourages an academic environment that promotes the health, safety, and welfare of all university members. As a condition of enrollment or employment, the university requires that all students and personnel abide by a personal commitment to the Church Educational System Honor Code (“Honor Code”), which includes abstaining from the possession, use, or distribution of illegal drugs or alcohol, and abstaining from the intentional misuse or distribution of any prescription or legal drugs without specific medical authorization. These prohibitions apply both on and off campus.

The Drug-Free Schools and Communities Act Amendments of 1989 provides that, as a condition of receiving federal funds under any federal program, a higher education institution must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of drugs and alcohol by students and personnel. To comply with this law and further its commitment to support society’s effort to eliminate drug and alcohol abuse, the university has adopted this Drug-Free School Policy to supplement the Honor Code. If there is a conflict between this policy and the Honor Code, the Honor Code will be the controlling document.

This Drug-Free School Policy should not be confused with the university’s Drug-Free Workplace Policy, which is designed to comply with the Drug-Free Workplace Act of 1988 and which governs the workplace environment of university personnel engaged in research sponsored by the federal government.

Drug Prevention Program

The university has adopted and implemented a drug prevention program for its students and university personnel. This program includes annual distribution in writing to each student—regardless of the length of the student’s program of study—and to all personnel the following information: (1) the standard of conduct expected of students and personnel in relation to the possession, use, or distribution of drugs and alcohol; (2) the standard of conduct related to the misuse of prescription drugs, alcohol, and tobacco; (3) a description of the applicable legal sanctions under state and federal law that may arise from the unlawful possession or distribution of drugs; (4) a description of the health risks associated with the use of illegal drugs; (5) a description of the university’s substance abuse counseling and treatment resources available to students and personnel; and (6) a clear statement of the disciplinary sanctions that may be imposed upon students and personnel for violations of the university’s Drug-Free School Policy.

Disciplinary Sanctions for Drug Violations

Personnel or students found to be knowingly possessing, using, or distributing illegal drugs, alcohol, or tobacco are subject to university disciplinary action and, if applicable, to legal sanctions pursuant to federal, state, or local law. A student or employee who violates this policy or the related prohibitions on drug, alcohol, and tobacco use in the Honor Code will be subject to applicable disciplinary sanctions up to and including dismissal from the university or termination of employment.

The university will determine the appropriate sanction(s) on a case-by-case basis and may consider all of the circumstances involved, including, but not limited to, the following factors: (1) whether the violation constitutes a first offense; (2) the scope and duration of the individual’s drug, alcohol, or tobacco use; (3) whether the individual has requested assistance to obtain substance abuse treatment; and (4) any other efforts the individual has undertaken to correct the misconduct, such as counseling with an ecclesiastical leader about the drug, alcohol, or tobacco use. In applicable cases, discipline may involve referral to local law enforcement for criminal prosecution.

* Updated January 19, 2018, to reflect current policy.
Individuals involved in the unintentional misuse of prescription drugs are not subject to the sanctions stated in this policy, but rather are encouraged to seek assistance from the university's Substance Abuse Prevention Services.

**Available Drug Counseling and Treatment**

The university supports student and personnel participation in programs to prevent the abuse of illegal drugs, prescription drugs, alcohol, and tobacco. Substance Abuse Prevention Services, located at 1500 WSC (801-422-1942), has been established to provide students with confidential assistance for drug and alcohol abuse problems. Educational training programs, health information, preliminary evaluations, and counseling for possible referral to an outside medical provider are available. The Honor Code Office (801-422-2847) and Counseling and Psychological Services (801-422-3035) also provide consultations. Counselors in these offices are experienced professionals who offer support for students in an atmosphere of understanding and confidentiality. All programs offer individual assessment and referral to both on- and off-campus resources. Several independent off-campus entities also offer counseling services that are not affiliated with the university or its sponsor, The Church of Jesus Christ of Latter-day Saints.

The general university prevention program of information dissemination, consultation, and referral is available as follows:

- The university will educate students and personnel about the detrimental effects of illegal drugs, misuse of prescription drugs, alcohol, and tobacco through the university’s annual Clery Act Campus Security Report (“Security Report”) publication and distribution. Additional educational training for those who request the service may consist of university sponsored workshops, seminars, and lectures as determined appropriate by the director of the Substance Abuse Prevention Services and approved by university administration.

- A description of the health risks associated with any particular drug (i.e., physical and psychological addiction; physical, psychological, and spiritual deterioration; disease; and death) may be obtained from the university’s annual Security Report, which is available online at police.byu.edu or can be requested in hard-copy form from University Police.

- The university recognizes that potential legal sanctions may accompany an individual’s use of drugs. The applicable legal sanctions under federal, state, or local law may include significant fines and imprisonment. A summary of applicable legal sanctions from the unlawful use of drugs may be obtained from the university’s annual Security Report, which is available online at police.byu.edu or can be requested in hard-copy form from University Police.

- Students and personnel involved in the intentional use of drugs, alcohol, or tobacco may seek a consultative interview through Substance Abuse Prevention Services for possible referral to an outside medical provider. All discussions will be handled in a confidential manner to the extent permitted by law.

The university supports the premise that personnel and students should cooperatively help one another to solve alcohol and substance abuse problems. Persons aware of those with substance abuse problems enrolled at or employed by the university are encouraged to act responsibly by consulting with Substance Abuse Prevention Services, the Faculty Relations Office, the Employee Relations Office, the Honor Code Office, or University Police. Remaining silent or waiting until a situation has escalated is unwise and often dangerous.

**Biennial Drug-Free School Program Review**

The university has appointed a standing Drug-Free Compliance Committee which meets at least once every two years or more often as needed. The committee reviews the university’s substance abuse prevention program to determine its effectiveness, implement changes to the program as needed, and confirm that appropriate disciplinary sanctions are consistently enforced against students and personnel who violate this policy.
Drug-Free Workplace Policy*
9 January 2012

Policy
The university absolutely prohibits the unlawful manufacture, use, dispensing, possession, or distribution of controlled substances by any employee, student, volunteer, or other individual participating in the university workplace (collectively referred to in this policy as “workforce participant(s)”).

As a condition of employment or participation in the university workplace, BYU requires all workforce participants, to abide by this BYU Drug-Free Workplace Policy. The Honor Code also addresses workforce participants’ use of controlled substances or abuse of medically prescribed substances. In addition to the requirement to abide by this policy, all workforce participants are also required to adhere to the more restrictive prohibitions outlined in the Honor Code.

Procedures
All workforce participants at the university will receive a copy of the Drug-Free Workplace Policy at least annually.

Any workforce participant at the university convicted of violating a criminal drug statute inside OR outside of the workplace must notify his or her immediate supervisor or the principal investigator (in the case of federal research grant or contract) of the conviction, in writing, no later than five calendar days after the conviction. The immediate supervisor or principal investigator is responsible to immediately notify either Employee Relations or Faculty Relations, as appropriate.

If a workforce participant who violates this policy is engaged in a federally funded contract or award, the supervisor or principal investigator must also inform the Director of the Office of Research and Creative Activities. The Director of the Office of Research and Creative Activities will then notify all affected federal agencies within ten days of receiving notice of the conviction in compliance with 34 C.F.R. §84.225(a).

If any workforce participant violates this policy, Employee Relations or Faculty Relations, as appropriate and in consultation with the appropriate unit management, will take appropriate personnel action against the individual, up to and including termination of employment, consistent with the requirements of the Rehabilitation Act of 1973 (29 U.S.C. § 794), as amended.

In the event the individual was engaged in the performance of a federal award or contract, these actions must be taken within 30 calendar days of learning about an individual’s conviction. The affected individual may be subject to criminal penalties under applicable federal and state law.

The principal investigator specifically, and not the university, is responsible for ensuring compliance with all terms of a federal grant or contract.

Other disclosures associated with the university’s drug-free workplace responsibilities are available in the annual campus security report available at https://police.byu.edu and click on the Annual Security Report tab.

Drug Prevention Assistance
In an effort to deter drug abuse, the university has established Substance Abuse Prevention Services. For individual assistance, please contact (801) 422-1942.

* Updated January 19, 2018, to reflect current policy.
Brigham Young University Barlow Center Annual Security Report • 2017

Sexual Assault Prevention and Response

Sexual Misconduct Policy*

23 March 2015

I. General Policy Statement

Brigham Young University is committed to promoting and maintaining a safe and respectful environment for the campus community. The university will not tolerate sexual harassment, sexual violence, domestic violence, dating violence, or stalking (collectively “Sexual Misconduct”) perpetrated by or against any university students, university employees, participants in university programs and activities, or visitors to its campus. This policy prohibits Sexual Misconduct by university employees (which include all faculty, staff, and administrative employees) and students, whether the behavior occurs on or off campus. This policy also prohibits Sexual Misconduct by or against visitors to the university (such as independent contractors, vendors, visiting lecturers, and visiting student-athletes).

The university will take immediate and appropriate steps to stop Sexual Misconduct, prevent its recurrence, and address its effects. Any person who violates this policy may be subject to discipline up to and including termination of employment, suspension, dismissal, and a ban from campus, depending on the circumstances and the severity of the violation and the violator’s status as an employee, student, or visitor.

The university will work to prevent Sexual Misconduct and address reports of Sexual Misconduct by

• educating members of the campus community about this policy and applicable laws;
• promptly addressing and resolving reports of Sexual Misconduct in accordance with this policy;
• protecting the rights of all parties involved in a complaint; and
• imposing appropriate discipline against those who have engaged in Sexual Misconduct.

Individuals should seek to resolve incidents of Sexual Misconduct by following the procedures set forth in Section IV of this policy.

II. Prohibited Conduct

As required by Title IX of the Education Amendments of 1972 and Title VII of the Civil Rights Act of 1964, the university prohibits sex discrimination in its educational programs or activities, admission, and employment. See Nondiscrimination and Equal Opportunity Policy. Under certain circumstances, Sexual Misconduct may constitute sex discrimination. Sexual Misconduct prohibited under this policy includes a range of unwelcome sexual conduct, including verbal and physical sexual harassment, sexual assault, and other forms of sexual violence, each of which is a form of prohibited sex discrimination. Other criminal behavior, such as domestic violence, dating violence, and stalking, that is generally (though not exclusively) sex-based is also considered Sexual Misconduct under this policy. This policy does not address consensual sexual activity prohibited under the Church Educational System Honor Code or other kinds of sex discrimination of a non-sexual or non-criminal nature prohibited under the Nondiscrimination and Equal Opportunity Policy.

A. Sexual Harassment

Sexual harassment is unwelcome conduct of a sexual nature and can include unwelcome sexual advances, requests for sexual favors, and other conduct of a sexual nature whether verbal, nonverbal, or physical. Conduct is unwelcome if the individual toward whom it is directed did not request or invite it and regarded the conduct as undesirable or offensive. A wide variety of sexual conduct may constitute sexual harassment. Examples of sexual harassment include, but are not limited to, the following:

- Sexually suggestive or offensive joking, flirting, or comments
- Unwelcome and intentional touching
- Sexually oriented verbal abuse
- Sexually oriented comments about an individual's body
- Displaying objects or pictures that are sexual in nature
- Sending sexually explicit or offensive text messages or other communications

Sexual harassment of any kind is contrary to the teachings of The Church of Jesus Christ of Latter-day Saints and the Church Educational System Honor Code, and is considered to be Sexual Misconduct prohibited under this policy.

Sexual harassment directed at employees or students of the university is also a form of sex discrimination which may be prohibited by Title VII of the Civil Rights Act of 1964 (prohibiting unlawful discrimination, including sex discrimination, in employment) and Title IX of the Educational Amendments of 1972 (prohibiting sex discrimination in federally-funded education programs and activities). Sexual harassment prohibited by these laws generally falls within one of two categories:

1. Quid pro quo sexual harassment—when submission to or rejection of the unwelcome sexual conduct is used as a basis for employment decisions affecting an employee, or when a teacher or other employee conditions an educational decision or benefit on a student’s submission to unwelcome sexual conduct.

2. Hostile environment sexual harassment—when the unwelcome sexual conduct is so severe or pervasive that it alters the conditions of an employee’s employment and creates a hostile, intimidating, or abusive working environment or it denies or limits a student’s or employee’s ability to participate in or benefit from the university’s programs or activities.

To avoid the possibility or appearance of quid pro quo sexual harassment, employees and students should avoid dating, romantic, or amorous relationships where a power differential exists. Examples of such relationships include, but are not limited to, a professor or teaching assistant involved in a relationship with his or her student, or a supervisor involved in a relationship with a subordinate employee. If such a relationship exists, it must be approved by both parties with the appropriate supervisor(s), who should document the disclosure of the relationship and confirm with the parties that the relationship is voluntary and not unwelcome to either party. As a general rule, dating, romantic, or amorous relationships should not be entered into or continued while one individual in the relationship has the power to either reward or penalize the other in work or in school.

Sexual harassment that creates a hostile environment is more common than quid pro quo harassment, but it is more difficult to identify. In order for harassment to be sufficiently severe or pervasive to create a hostile environment, the employee or student must subjectively consider the environment to be hostile or abusive and the conduct would also have to be objectively offensive, that is, reasonable people in the employee or student’s position would also find the conduct to be offensive, considering all the circumstances.

The fact that someone did not intend to sexually harass an individual is generally not a defense to a complaint of sexual harassment. In most cases, determining whether the behavior has created a hostile environment depends on the effect the behavior has on the victim (including its effect on an employee’s job performance or a student’s education) and the surrounding circumstances (such as the type, frequency, and duration of the conduct; the relationship between the alleged perpetrator and victim; the number of people involved in the conduct; and the location and context of the incidents). Unwelcome sexual conduct that is mildly offensive and isolated, incidental, or sporadic does not rise to the level of unlawful sexual harassment under Title IX or Title VII, even though it may still be considered sexual harassment in violation of this policy and the Church Educational System Honor Code.

**B. Sexual Violence, Domestic Violence, Dating Violence, and Stalking**

Sexual violence is a form of sexual harassment and refers to physical sexual acts perpetrated against a person who has not consented or who is incapable of giving consent. Consent is a voluntary agreement to engage in sexual activity and
is determined by all the relevant facts and circumstances. Consent cannot be given by someone who is incapacitated for any reason (i.e., because of the victim’s age, disability, unconsciousness, or use of drugs or alcohol). Additionally, consent cannot be implied by silence, the absence of resistance, or past consent with the same or another person. Even if a person has given his or her consent to engage in sexual activity, consent to engage in further sexual activity can be withdrawn at any time. Consent is invalid where it is given under coercion, force, or threats.

Examples of sexual violence include, but are not limited to, rape, sexual assault, sexual battery, and sexual abuse. Such acts of sexual violence, in addition to being criminal offenses prohibited under the Utah Criminal Code, also constitute Sexual Misconduct prohibited under this policy. A single act of sexual violence (e.g., rape) may be sufficiently severe to create a hostile environment.

Domestic violence, dating violence, and stalking are likewise criminal offenses under the Utah Criminal Code and are also considered Sexual Misconduct prohibited under this policy, even when the criminal behavior is not specifically sexual in nature.

Domestic violence is a violent crime committed by a current or former spouse or intimate partner (or someone similarly situated) or any other person against a victim who is protected from that person’s acts under state domestic or family violence laws. Dating violence is violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or to suffer substantial emotional distress.

III. Reporting Incidents

A. Duty to Report

Some university employees have a duty under this policy to report Sexual Misconduct. Even so, all persons are encouraged to and may voluntarily report incidents of Sexual Misconduct to the Title IX Coordinator. State law imposes additional reporting obligations related to sexual abuse of a child. Victims of Sexual Misconduct are strongly encouraged to report incidents of Sexual Misconduct.

1. Responsible Employees

A dean, director, department chair, professor, coach, University Police officer, or any other university employee in a managerial or supervisory role (“Responsible Employee”) who becomes aware of or reasonably suspects any incidents of Sexual Misconduct must promptly report all relevant information to the Title IX Coordinator. A Responsible Employee who receives a report of Sexual Misconduct should inform the reporting individual that the employee must report the incident, and the employee should then promptly make the report to the Title IX Coordinator. Responsible Employees with information regarding an incident of Sexual Misconduct who fail to report relevant information or to cooperate in an investigation may be subject to disciplinary action.

The only exceptions to the reporting obligation for Responsible Employees are those situations in which the Responsible Employee received the information as part of a confidential communication in the context of a professional or otherwise privileged relationship (i.e., the Responsible Employee was the reporting person’s doctor, therapist, lawyer, ecclesiastical leader, or spouse).

2. Child Abuse Reporters

Any person who has reason to believe that a child (anyone under 18 years old) has been subjected to sexual violence or other forms of abuse or neglect, or who observes a child being subjected to conditions or circumstances which would reasonably result in such abuse or neglect, must report the situation to the nearest peace officer, law enforcement agency, or applicable office of the state Division of Child and Family Services, as required by state law and the university’s Child Protection Policy.

3. Campus Security Authorities
A university employee who has been designated as a Campus Security Authority (“CSA”) and who receives a report of Sexual Misconduct must relay statistical information about incidents of sexual assault, dating violence, domestic violence, and stalking to University Police. CSAs are persons who have responsibility for campus security or who have significant responsibility for student and campus activities. Such persons include, but are not limited to, security staff, vice presidents, athletic directors, coaches, deans, directors, managers, Honor Code Office staff, and Residence Life hall advisors. Federal law requires that the university prepare and distribute an annual security report containing statistics for certain crimes that were reported to CSAs. The university must also issue timely warnings about crimes that pose a threat to students and employees.


Brigham Young University (BYU) exists to provide an educational environment consistent with the ideals and principles of the restored gospel of Jesus Christ. The Church Educational System Honor Code and its observance by the campus community are essential components of BYU’s mission. The university will not tolerate Sexual Misconduct (defined in this policy as sexual harassment, sexual violence, domestic violence, dating violence, and stalking). Anyone found to have committed Sexual Misconduct as defined in this policy is not entitled to confidentiality or amnesty.

Being a victim of Sexual Misconduct is never a violation of the Church Educational System Honor Code. BYU strongly encourages the reporting of all incidents of Sexual Misconduct so that support services can be offered to victims (see Section III.C) and Sexual Misconduct can be prevented and stopped.

Confidentiality. The university recognizes that victims or witnesses of Sexual Misconduct might be hesitant to report an incident to university officials if victims or witnesses fear the discovery of honor code violations, such as alcohol use, drug use, or consensual sexual activity outside of marriage. To help address this concern and to encourage the reporting of Sexual Misconduct, the Title IX Office will not share the identity of a victim or witness with the Honor Code Office or any Responsible Administrator (defined in Section IV.B.4) unless requested by such person or a person’s health or safety is at risk.

Amnesty. Anyone, including a victim, who reports an incident of Sexual Misconduct will not be disciplined by the university for any related honor code violation occurring at or near the time of the reported Sexual Misconduct unless a person’s health or safety is at risk. However, with victims or witnesses who have violated the honor code, the university may offer and encourage support, counseling, or education efforts to help students and benefit the campus community.

Leniency. To encourage the reporting of Sexual Misconduct, the university will also offer leniency to victims and witnesses for other honor code violations that are not related to the incident but which may be discovered as a result of the investigatory process. Such violations will generally be handled so that the student can remain in school while appropriately addressing these concerns.

In applying these principles, the university may consider any applicable facts and circumstances of each case, including the rights, responsibilities, and needs of each of the involved individuals.

Individuals who believe they have been victims of sexual harassment may seek to resolve the issue privately under the informal resolution provisions of this policy or may report the issue under the formal resolution provisions provided herein. Individuals who believe they have been victims of sexual violence, or those who have suffered severe or pervasive sexual harassment creating a hostile environment, should always come forward and make a report under the formal resolution provisions.

B. Where to Report

Sexual Misconduct should be reported to the Title IX Coordinator, 1085 WSC, 801-422-8692, t9coordinator@byu.edu. The names, office addresses, and telephone numbers of the Title IX Coordinator and the deputy coordinators are also posted on the university’s Title IX website at titleix.byu.edu/contact-us. In addition, individuals may submit reports, including anonymous reports, through EthicsPoint, the university’s 24-hour hotline provider, by telephone at 888-238-
A report of Sexual Misconduct (“Report”) can be made verbally or in writing.

The Title IX Coordinator oversees all Title IX complaints and investigations and coordinates the university’s response to sex discrimination. The remainder of this policy outlines various responsibilities of the Title IX Coordinator.

If a Report involves potentially criminal acts (i.e., rape, acquaintance rape, domestic violence, dating violence, sexual assault, or stalking), the alleged victim should be informed in writing that he or she also has the option to make a formal criminal complaint by reporting the incident to the University Police at 801-422-2222 or local police by calling 9-1-1. Alleged victims also have the option to decline to notify law enforcement authorities or to be assisted by Responsible Employees in notifying such authorities. The University Police will notify the Title IX Coordinator of all such reports received.

Inquiries concerning Title IX and unlawful sex discrimination may be referred to the university’s Title IX Coordinator or the Equal Opportunity Manager. The Office for Civil Rights within the U.S. Department of Education (OCR) investigates claims of unlawful sex discrimination, including sexual harassment and sexual violence, in the university’s educational programs and activities. The OCR may be contacted by email at ocr@ed.gov or through its website at http://www2.ed.gov/about/offices/list/ocr/index.html. The U.S. Equal Employment Opportunity Commission (EEOC) investigates claims of unlawful employment discrimination, including sexual harassment and sexual violence, in the workplace. The EEOC may be contacted by telephone at 800-669-4000 or through its website at http://eeoc.gov/employees/charge.cfm.

### C. Other Procedures and Services for Victims

A student or employee who reports to the university that he or she has been a victim of dating violence, domestic violence, sexual assault, or stalking—even if the offense occurred off campus—will be provided with a written explanation of victims’ rights and options as follows:

1. Procedures victims should follow, including information about preserving evidence, reporting the offense, and obtaining protective orders
2. Information about how confidentiality will be protected
3. Existing counseling, health, mental health, victim advocacy, legal assistance, student financial aid, and other services available for victims, both within the university and in the community
4. Options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures
5. Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking
6. Possible sanctions or protective measures the university may impose following a final determination of an institutional disciplinary procedure

In situations where criminal conduct is involved or personal safety is a concern, it is important that victims of Sexual Misconduct preserve evidence as necessary to prove the crime or secure a protective order through the court system. Victims may choose to seek medical treatment in order to preserve evidence, treat injuries, or prevent sexually transmitted diseases. It is also possible to get a rape kit or find a Sexual Assault Nurse Examiner (SANE) through law enforcement or local hospitals. Health care services are available at local hospitals as well as the on-campus Student Health Center, 1750 Wymount Terrace, Provo, Utah, 801-422-2771.

Counseling, advocacy, and support are available to victims whether or not they choose to make an official Report. Victims can make confidential disclosures to BYU Counseling and Psychological Services, 801-422-3035, 1500 Wilkinson Student Center. Victims can also receive advocacy and support from BYU Women’s Services and Resources.
The university will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, student financial aid, and other services available for victims, both within the institution and in the community. Such information will be made available through various university communications and on the university’s Title IX website at https://titleix.byu.edu/resources.

D. Complaint and Activity Log

The university’s Title IX Coordinator will maintain a confidential log of Title IX complaints and activity. To the extent that other campus departments receive complaints of Sexual Misconduct, are involved with complaint investigations, or conduct any part of the resolution proceedings, they should promptly report this activity to the Title IX Coordinator for entry into the confidential log, even if the complaints are resolved without the involvement of the Title IX Coordinator.

E. Retaliation

Retaliation or intimidation against an individual who has made a Report or provided information in connection with an investigation of Sexual Misconduct is strictly prohibited. Retaliation is any adverse action taken against an individual because he or she has engaged in a legally protected action opposing Sexual Misconduct or participating in a Sexual Misconduct proceeding if the adverse action is reasonably likely to deter the person or others from pursuing their rights. Similarly, intimidation is any adverse action or threat of action reasonably likely to prevent or dissuade an individual from making a Report or providing information in connection with a Sexual Misconduct investigation. Individuals who participate in a Sexual Misconduct investigation should be advised that university policy and federal law prohibit retaliation against them or against individuals closely associated with them and should be assured that the university will take steps to prevent retaliation and will take strong responsive action to any act of retaliation of which it becomes aware. See Nondiscrimination and Equal Opportunity Policy. An individual who feels that he or she has been subjected to retaliation should report the incident to the Title IX Coordinator or the Equal Opportunity Manager.

IV. Complaint Resolution Procedures

The following procedures are designed to provide for the prompt and equitable investigation and resolution of reports of Sexual Misconduct perpetrated by or against university employees, students, or campus visitors. These procedures will include a prompt, fair, and impartial process from the initial investigation to the final result. Additionally, these procedures will be conducted by officials who do not have a conflict of interest or bias for or against the parties and who receive annual training on the issues related to domestic violence, dating violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

A. Informal Resolution

Whenever it is reasonably possible and safe to do so, an individual who believes he or she has been subjected to Sexual Misconduct (“Complainant”) may attempt to resolve the issue privately and constructively with the person responsible for the alleged misconduct (“Respondent”). However, an attempt at informal resolution is not required and is not appropriate, even on a voluntary basis, in instances of sexual violence or other criminal behavior, or when sexual harassment is severe or has become pervasive.

The goal of informal resolution is to conclude the matter to the satisfaction of both parties quickly and confidentially. Either party may enlist the assistance of the Title IX Coordinator or the Equal Opportunity Manager in this effort. If satisfactory resolution is not reached after such informal efforts, or if the Complainant believes informal resolution is not possible or may be unsafe, he or she may forego the informal resolution process or discontinue it at any time and address the concern using the formal resolution process described below.

B. Formal Resolution

The formal resolution process may be initiated by submitting a Report to the Title IX Coordinator. Anyone can submit a Report under this policy; however, the submission of such a Report does not prevent the Complainant from subsequently
pursuing informal resolution with the Respondent in appropriate circumstances.

1. Selection of the Investigator
Upon receiving a Report, the Title IX Coordinator will select a qualified employee to promptly investigate the allegations in the Report (“Investigator”). Generally, the Assistant to the Associate Deans of Students will serve as the Investigator for allegations against a student or against a campus visitor if the alleged victim is a student. The Equal Opportunity Manager will generally serve as the Investigator for allegations against university employees, including student employees unless the alleged misconduct occurred outside the student employment context. The Equal Opportunity Manager will also generally serve as the Investigator for allegations against visitors to campus if the alleged victim is a university employee or another visitor to campus. The Title IX Coordinator will consider any conflicts of interest, time constraints, or other relevant factors in selecting an Investigator.

The Complainant and the Respondent may each raise issues regarding bias or a potential conflict of interest of investigators or others involved in the resolution process by contacting the Title IX coordinator.

2. Confidentiality
Given the sensitive nature of Sexual Misconduct allegations and the potential for damage to the parties’ personal reputations, all Reports will be investigated as confidentially as reasonably possible. All participants in the investigation—including the Complainant, the Respondent, the Investigator, and individuals interviewed by the Investigator—should keep the allegations and proceedings confidential, and should provide information only to those university and governmental employees who are authorized to investigate the Report or who otherwise have a legitimate need to know. Records kept by the university relating to Sexual Misconduct allegations are not publicly available, but in the event that the university is required to make any such records publicly available, any identifying information about the Complainant will be excluded, to the extent permissible by law, to protect the Complainant’s confidentiality. Federal law requires the university to publicly disclose statistics about reported incidents of sexual assault, domestic violence, dating violence, and stalking; however, no personally-identifiable information is maintained or published for purposes of such reporting.

Notwithstanding the foregoing confidentiality provisions, Complainants and any witnesses who participate in an investigation of Sexual Misconduct should be advised that their confidentiality will be preserved only to the extent it does not interfere with the university's ability to investigate the Report and take corrective action, and that if the investigation results in litigation, the university may be legally required to disclose any information it has received.

If a Complainant requests that his or her identity be kept confidential or asks the university not to pursue an investigation, the Complainant should be notified that (1) the university’s ability to investigate and respond to the Report may be limited by such a request, and (2) under some circumstances the university may not be able to honor such a request. The university will take all reasonable steps to investigate and respond to a Report consistent with the Complainant’s request for confidentiality. However, without conducting a full investigation or disclosing the full nature of the Report (including its source) to the Respondent, the university may be unable to impose any discipline, and its corrective actions might be limited to informing the Respondent that allegations of discriminatory behavior have been made against him or her, preserving a record of the discrimination allegation in the Respondent’s employment or student disciplinary file, and pursuing other steps to limit the effects of the alleged harassment and prevent its recurrence, such as training or surveys in the affected area or department. Complainants who desire complete confidentiality may be advised that they can address their confidential concerns to ecclesiastical leaders, mental or physical health providers, or their own legal counsel.

The Complainant should also be advised that the university may not be able to honor a request for confidentiality or to forego an investigation if such a request would prevent the university from meeting its responsibility to provide students and employees with a safe and nondiscriminatory environment and its corresponding obligations to provide a thorough and impartial investigation and a prompt and equitable resolution of the Report. The Investigator, in consultation with
the Title IX Coordinator, is responsible for evaluating requests for confidentiality or to forego an investigation.

The Investigator will consider the following factors in determining whether to disclose the identity of a Complainant or pursue an investigation contrary to the Complainant’s request:

- the seriousness of the alleged Sexual Misconduct
- the age or maturity of the Complainant
- the existence of any previous accusations against the alleged violator
- the existence of independent evidence to substantiate the allegations
- in the case of accusations against a student, the rights of the student under the Access to Student Records Policy and Procedures and corresponding federal and state privacy laws or laws mandating disclosure

If the Investigator determines he or she cannot honor a Complainant’s request for confidentiality or a Complainant’s request to forego an investigation, the Investigator will inform the Complainant prior to commencing an investigation.

3. Preliminary Assessment

Upon receiving a Report of Sexual Misconduct, the Title IX Coordinator and the Investigator will promptly perform a preliminary assessment based on the facts reported to determine whether they provide reasonable cause to believe a violation of this policy may have occurred. If there is no reasonable cause to believe a violation occurred, no further action will be taken and the Complainant will be informed that his or her Report has been considered and will not be investigated. If reasonable cause is found, an investigation will proceed as provided below.

4. Interim Measures

Based on any information acquired in the course of the preliminary assessment or investigation, the Title IX Coordinator or Investigator may recommend that interim measures be taken to protect the Complainant or others from further acts of Sexual Misconduct or retaliation while the investigation is still pending. This recommendation should be submitted to the office or individual within the university administration authorized to implement the recommendation. If requested and available, interim measures will be provided whether or not a victim of Sexual Misconduct chooses to report the crime to campus police or local law enforcement. The university will provide written notification to victims about options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or other protective measures. In situations deemed to be extreme or dangerous, the office or individual within the university administration authorized to impose discipline on the Respondent (the “Responsible Administrator”) may take interim disciplinary action against the Respondent, up to and including a temporary suspension and ban from campus; in such cases both parties will receive simultaneous written notification. Other remedial interim measures may also be appropriate, such as special training in the affected department or area, or the dissemination of information about how to report Sexual Misconduct. The nature of any interim measures granted to a victim will be kept confidential to the extent reasonably possible.

5. The Complainant’s Written Complaint, Supporting Documentation, and Evidence

If a Complainant has not already submitted a sufficient written statement in connection with the initial Report, the Investigator will invite the Complainant to prepare and sign a written statement of the facts involved (“Complaint”). The Complaint should clearly and concisely describe the incident(s), including when and where the alleged Sexual Misconduct occurred. The Complaint may also include an explanation as to why the Complainant believes the Respondent’s behavior was unlawful or in violation of university policy, corroborating facts and evidence, the names of other individuals who may have information relevant to the Complaint, other materials or evidence in support of the Complaint, and a proposal for an appropriate resolution. The Complaint may not exceed ten pages in length, exclusive of attached documents and supporting materials, and must be submitted within five business days of the Investigator’s request. Based on the Complainant’s written and oral statements, the Investigator will prepare a written summary of the allegations (“Summary”).

The Investigator will ask the Complainant to review the Summary, make any necessary corrections, and affirm it with a
signature. If the Complainant refuses to sign the Summary of the allegations, the Investigator may either (a) note that the allegations have been withdrawn and terminate the investigation, or (b) note that the Complainant has refused to sign the Summary of the allegations, but that the investigation will nevertheless proceed to determine what occurred and to protect the university’s interest in maintaining an environment free from sex discrimination.

A copy of the Summary will be provided to the Respondent at a point in the investigation when the Investigator deems it advisable. The Investigator, in consultation with the Title IX Coordinator, may redact the Summary copy before providing it to the Respondent to protect the identity or safety of the Complainant or any witnesses or for any other reason as the Investigator deems advisable.

6. The Respondent’s Written Response, Supporting Documentation, and Evidence
The Respondent may prepare and submit a signed written statement in response to the Summary of allegations (“Response”). The Response should indicate whether the Respondent admits or denies the allegations in the Summary and should provide any exculpatory facts or evidence, including the names of other individuals who may have information relevant to the allegations and other materials in response to the Summary. The Response may also include an explanation as to why the Respondent believes any admitted conduct was lawful or was not in violation of university policy and whether any resolution proposed by the Complainant is or is not appropriate.

The Response may not exceed ten pages in length, exclusive of attached documents and supporting materials, and must be submitted within five business days of delivery of the Summary to the Respondent. While reasonable efforts will be made to communicate with the Respondent, delivery occurs when the university sends the Summary to the email and residential address of the Respondent that is on file with the university.

If the Respondent submits a Response, a copy of the Response will be provided to the Complainant at a point in the investigation when the Investigator deems it advisable. The Investigator may redact the Response copy before providing it to the Complainant to protect the identity or safety of any witnesses or for any other reason as the Investigator deems advisable.

7. Concurrent Investigations or Processes
An investigation conducted under these procedures will be conducted independent of any associated criminal investigation or any other university investigation or procedures. If the university determines the issues raised in this investigation may be relevant to its determination in another non-criminal investigation or another process that is simultaneously pending at the university, it may direct that the other investigation or process be suspended until this investigation and any appeals or administrative reviews are concluded. However, an investigation under these procedures will not be suspended pending the conclusion of a criminal investigation or any other investigation, though the fact-finding portion of the investigation may be delayed temporarily while the police are gathering evidence. While the findings and conclusions of one investigation will not determine the outcome of any other, any evidence or findings developed in any university or non-university investigation may be shared with and considered in any other university investigation.

8. Cooperation with University Investigations
Employees or students who fail to cooperate in the investigation, including those who knowingly or recklessly misrepresent any facts or who withhold pertinent information, may be subject to disciplinary action up to and including suspension or dismissal from the university or termination of university employment. The knowing or reckless reporting of false charges of Sexual Misconduct will be treated as a material breach of the Church Educational System Honor Code, subjecting the individual making the false accusations to similar disciplinary action.

9. Support Person
Only the Complainant and Respondent are permitted to participate in the formal resolution process; however, each party may be accompanied by one support person. Attorneys for the parties may not attend proceedings as the support person unless the Summary includes allegations of dating violence, domestic violence, sexual assault, or stalking. A party’s
support person may attend for purposes of observation but will not be permitted to participate in any employee or student interview, meeting, or other proceeding that may take place under these procedures. A support person may be immediately excluded from the proceedings if he or she attempts to intervene or participate in any way.

10. The Investigation
The investigation should be thorough, prompt, adequate, reliable, and impartial. The university will, in good faith, attempt to conclude the investigation and resolution within sixty calendar days of the Title IX Coordinator receiving the Report. If, as a result of the complexity of the case, unavailability of witnesses, or other extenuating facts and circumstances, the investigation cannot reasonably be concluded within the sixty-day period, the Complainant and the Respondent will be provided with written notice of the delay and the reason for the delay. During the investigation, the Investigator will consider the Complaint and Response, conduct interviews, and review any other documents or evidence submitted by the parties or discovered during the investigation. An investigation under these procedures is an internal university employment or student disciplinary matter.

At any time during the investigation, either of the parties or the Investigator may propose a resolution of the matter. If both the Complainant and the Respondent are satisfied with this proposed resolution, and if the Investigator, the Title IX Coordinator, and the Responsible Administrator are also satisfied that the university’s interests are protected, the matter may be resolved as proposed.

At the conclusion of the investigation, the Investigator will determine, based on the preponderance of the evidence (i.e., whether it is more likely than not), whether the Respondent has in fact engaged in Sexual Misconduct or other behavior in violation of university policy. The Investigator will promptly communicate findings and a recommendation of appropriate resolution, including any disciplinary sanctions, to the Responsible Administrator, and may provide the Responsible Administrator with a report of findings describing the evidence and reasoning supporting the Investigator’s findings and recommendation.

11. Resolution and Disciplinary Sanctions
Upon receiving the Investigator’s findings and recommendations, the Responsible Administrator will promptly determine the resolution of the allegations of Sexual Misconduct, including the imposition of any disciplinary sanctions, as provided in the applicable disciplinary policy. The Responsible Administrator may consult with the Investigator and Title IX Coordinator in making this determination. Any person found in violation of this policy may be subject to discipline as described below, depending on the circumstances and the severity of the violation.

The Responsible Administrator(s) and the applicable disciplinary policy will be determined as follows:

- The Responsible Administrators for allegations of Sexual Misconduct against a faculty member are the faculty member’s dean and chair or director, who shall administer any discipline consistent with the Faculty Discipline and Termination Policy. Possible sanctions include verbal counseling, written warning, probation, reassignment, demotion, reduction in pay, suspension, termination of faculty employment, and a ban from campus. If the dean and the chair or director conclude there may be adequate cause for involuntary termination of the faculty member’s employment, the Academic Vice President will be consulted and must give final approval for the termination.
- The Responsible Administrator for allegations of Sexual Misconduct against a non-faculty employee is the director over the employee’s area, who shall administer any discipline in consultation with the Manager of Employee Relations and consistent with the Administrative and Staff Employee Discipline Policy and Procedures. Possible sanctions include verbal counseling, written warning, probation, reassignment, transfer, demotion, reduction in pay, suspension, termination of employment, and a ban from campus.
- The Responsible Administrator for allegations of Sexual Misconduct against a student is the Honor Code Office, which shall administer any discipline consistent with the Honor Code Investigation and
Administrative Review Process. Possible sanctions include counsel and education, referral (to a responsible person or agency—e.g., reconciliation process), warning, probation, suspension withheld, short suspension, suspension, dismissal, and a ban from campus. If the student is also an employee of the university, the Investigator will provide a copy of the findings and recommendation to the student employee’s manager, who will administer any discipline affecting the student’s employment status in consultation with the Manager of Employee Relations and consistent with the Administrative and Staff Employee Discipline Policy and Procedures. Possible sanctions include those identified above for other non-faculty employees.

- The Responsible Administrators for allegations of Sexual Misconduct against a visitor to campus who is neither a student nor an employee of the university are the vice president over the university unit that originally invited the visitor to campus, or the vice president’s designee, and, if a violation is found, the University Banning Committee. If the visitor was not invited to campus, the Responsible Administrator is the University Banning Committee. Possible sanctions include banning the visitor from all or a part of the university campus.

The resolution shall include, in addition to any discipline imposed, reasonable steps designed to correct any discriminatory effects on the Complainant and on others who may have been affected, and to prevent the recurrence of any discriminatory or otherwise inappropriate actions. Possible protective measures that may be imposed following the investigation include the following: making interim measures permanent, offering remedies and accommodations to the Complainant, implementing changes in programs or activities, or providing training for the campus community or specific groups or individuals.

The Responsible Administrator will communicate the outcome of the investigation and resolution, including any sanctions, and the university’s procedures to appeal the results in writing to both the Complainant and the Respondent simultaneously (“Outcome Notice”). However, the Responsible Administrator may choose not to disclose the discipline imposed by the resolution, and will not disclose the discipline imposed on a student except under one of the following circumstances:

- the discipline directly affects the other party—such as when the student is ordered to stay away from the other party, is transferred to another job, worksite, class, or residence hall, or is suspended or dismissed from the university;
- the Complainant alleged Sexual Misconduct involving a crime of violence or a non-forcible sex offense; or
- the student gives his or her written permission to disclose the discipline.

The university may also report findings of criminal misconduct to the police and may report criminal or other serious misconduct to an individual’s ecclesiastical leaders as it deems appropriate in its absolute discretion.

12. Review of Outcome

A party who remains unsatisfied with the outcome may request an administrative review or appeal of the investigation outcome and resolution (“Review”). The Complainant or Respondent must request a Review within five business days of delivery of the Outcome Notice to the parties. A request for Review may not exceed five pages in length. The party requesting a Review must identify at least one of the following grounds in requesting the Review:

- The outcome of the investigation is clearly contrary to the preponderance of the evidence.
- A procedural error significantly impacted the outcome of the investigation (e.g., a substantiated bias or material deviation from these procedures).
- New evidence, unavailable to the party during the original investigation, has been discovered that could substantially impact the original outcome. This new evidence and an explanation of its potential impact must be included in the request for review.
- The discipline imposed is substantially disproportionate to the severity of the violation (i.e., too severe or not severe enough).
- The non-disciplinary aspects of the resolution are not reasonably designed to correct the discriminatory effects on the Complainant and on others who may have been affected or to prevent the recurrence of further discriminatory or otherwise inappropriate actions.

Except as otherwise specified in the applicable university policy or procedure, the final resolution of the Responsible Administrator will be affirmed unless the party seeking Review demonstrates, by clear and convincing evidence, that one or more of these conditions has been met.

Any Review should be initiated and conducted pursuant to the applicable university policy or procedure, as follows:

- A faculty member who is dissatisfied with a final resolution may initiate a grievance or file an appeal pursuant to the Faculty Grievance Policy. A faculty member may appeal a resolution resulting in the involuntary termination of his or her employment pursuant to the Faculty Discipline and Termination Policy.
- Administrative and staff employees who are dissatisfied with the final resolution that results in disciplinary sanctions against them may submit a grievance pursuant to the Administrative and Staff Employee Grievance Policy. Full-time administrative and staff employees may seek an administrative review of a resolution resulting in the termination of their employment under the same policy.
- When the resolution includes disciplinary sanctions affecting a student’s Honor Code standing, the student may seek a review pursuant to the Honor Code Investigation and Administrative Review Process.

In situations where there is no other university policy or procedure that applies, (e.g., for administrative or staff employee Complainants or student Complainants who are dissatisfied with the final resolution), the Complainant may petition the immediate supervisor of the Responsible Administrator who determined the resolution for a Review.

In all cases where a Review is requested, the individual conducting the Review (“Reviewer”) will provide a copy of the Review petition to the party not requesting Review and invite him or her to submit a written response within five business days of receiving the Review petition. The Reviewer will evaluate the Review petition, any response submitted by the other party, and the documentary record of the investigation and resolution process. Within thirty calendar days of receiving the parties’ submissions or lapse of time to respond, the Reviewer will provide the parties with a written determination as to whether the party requesting Review has met his or her burden of demonstrating, by clear and convincing evidence, that one or more of the grounds for Review identified above is present.

In any Review, the Reviewer should consult with the Investigator and/or the Title IX Coordinator prior to issuing a decision on the Review.

C. Exhaustion of Remedies
A student or employee may not initiate civil litigation or civil administrative remedies against the university or its employees, agents, officers, or trustees until all the remedies provided by these procedures have been exhausted.

D. Waiver of Claims
Failure to submit a Complaint or to pursue a Review or other administrative review or appeal within the stated deadlines or to exhaust the remedies provided by these procedures within the time provided will constitute a waiver of the student’s or employee’s right to pursue any claim against the university in the matter, unless the right to pursue a statutory claim is preserved by law or the university waives this clause in writing.

V. Training
The university will seek to make all employees and students familiar with the contents of this policy. All administrators, deans, chairs, directors, managers, and supervisors are responsible to ensure that employees within their areas of
stewardship are properly trained on their obligations under this policy and applicable laws.

The Title IX Coordinator will develop and oversee training and education programs to promote the awareness of rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking. The Equal Opportunity Manager may assist in fulfilling that responsibility. All training sessions and participants should be documented, and those records should be provided to the Title IX Coordinator. Such training and education shall consist of at least the following:

1. Primary prevention and awareness programs for all incoming students and new employees, and ongoing prevention and awareness campaigns for continuing students and employees, including at least the following information:
   a. A clear statement that the university prohibits domestic violence, dating violence, sexual assault, and stalking, and definitions for these offenses under the Utah Criminal Code.
   b. The definition of consent under the Utah Criminal Code.
   c. Safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of one of the offenses listed in subsection (a) against another person.
   d. Information on risk reduction to recognize warning signs of abusive behavior and how to avoid potential attacks.
   e. Information about this policy, including
      i. information about discipline the university may impose for Sexual Misconduct;
      ii. procedures for victims of Sexual Misconduct to follow, including written information about the importance of preserving evidence and reporting offenses to the university and law enforcement authorities;
      iii. procedures for institutional disciplinary actions; and
      iv. information about preserving victim confidentiality.
   f. Written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to victims of Sexual Misconduct both on campus and in the community.
   g. Written notification of victims about their options for, and available assistance in, changing academic, living, transportation, and working situations or protective measures.

2. Annual training for the Title IX Coordinator, Deputy Title IX Coordinators, Investigators and Responsible Administrators on issues related to domestic violence, dating violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
Brigham Young University Barlow Center Annual Security Report • 2017

Flowchart

Brigham Young University
Sexual Misconduct Policy Flowchart

1. Informal resolution is available to victims under certain limited circumstances.

2. Responsible employees must report known or suspected sexual misconduct.

3. Investigator may be the Asst. to Assoc. Dean of Student Life, EO Manager, or another qualified individual.

4. Title IX Coordinator considers if there is reasonable cause to believe a violation occurred.

5. Throughout the investigation, a support person may attend meetings and interviews for purposes of observation but may not participate in any way.

6. The Responsible Administrator may be HCO Manager Employee Relations, Dean/Chair, Director, or Banner Committee.

7. Outcome of investigation is determined based on the preponderance of evidence standard (whether it is more likely than not).

8. Grounds for review include: (1) outcome clearly contrary to evidence, (2) procedural error, (3) new evidence, (4) substantively disproportionate discipline and/or (5) resolution not designed to correct discrimination.

9. The final resolution will be affirmed unless the party seeking review demonstrates a condition in the grounds for review by clear and convincing evidence.

Educational Programs and Campaigns
BYU’s Title IX Office is committed to sponsoring and conducting events and campaigns that effectively promote the awareness and prevention of sexual harassment, dating violence, domestic violence, sexual assault/sexual violence (including rape and acquaintance rape), and stalking. Additionally, the university aims to make the campus community aware of risk reduction methods and positive options for bystander intervention where any of these behaviors occur.

The events, campaigns, and trainings at BYU reflect variety. They include in-person trainings, such as trainings during New Student Orientation and passive poster and banner campaigns, such as during Domestic Violence Awareness Month and at prevention and awareness events that call for active participation by students and the members of the campus community—for example, Voices of Courage and the Sexual Assault Awareness Month Pledge Wall.

Our events, campaigns, and trainings are tasteful, sensitive, and consistent with our campus values and in keeping with legal guidance to be “culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome” (34 C.F.R. § 668.46 (a)(i)(A)).

A calendar of events with more detailed descriptions can be found at https://titleix.byu.edu/calendar. Additionally, online training modules for students are available at training.byu.edu.

Utah Definitions
BYU’s educational programs to prevent and raise awareness about dating violence, domestic violence, sexual assault, and stalking include and refer to the following state law definitions.

Dating Violence
Under Utah law, dating violence is any criminal offense involving violence or physical harm, or threat of violence or physical harm, when committed by a person against a dating partner. Any attempt, conspiracy, or solicitation to commit such a crime also qualifies as dating violence. Utah Code Ann. § 78B-7-402(4) (2017).

Domestic Violence
Under Utah law, domestic violence is any criminal offense involving violence or physical harm (or threat of violence or physical harm) when committed against a person sixteen years of age or older by a cohabitant—someone also sixteen years of age or older who is the person’s current or former spouse (in reality or by appearance), a relative of the person (by blood or marriage), the parent of the person’s child (even an unborn child), or someone who has resided at the same residence as the person. The definition of domestic violence also includes any attempt, conspiracy, or solicitation to commit a crime of violence or physical harm.

Any of the following crimes committed or attempted by a cohabitant against a cohabitant constitute the crime of domestic violence:

- Aggravated assault;
- Assault;
- Criminal homicide;
- Harassment;
- Electronic communication harassment;
- Kidnapping, child kidnapping, or aggravated kidnapping;
- Mayhem;
- Sexual offenses;
- Stalking;

Spousal Abuse
One of the most common forms of domestic abuse is spousal abuse. Some warning signs of domestic abuse include the following:

- One spouse’s social relationships have narrowed,
- One spouse makes all the rules,
- One puts the other down,
- One is afraid, or
- One has been physically injured.
Unlawful detention or unlawful detention of a minor;
Violation of a protective order or ex parte protective order;
Any offense against property;
Possession of a deadly weapon with intent to assault;
Discharge of a firearm from a vehicle, near a highway, or in the direction of any person, building, or vehicle; and
Child abuse.


**Sexual Assault**
Under Utah law, sexual assault is defined as any criminal conduct constituting a sexual offense (including, but not limited to, rape, sodomy, forcible sexual abuse, sexual abuse of a child, and aggravated sexual assault). Utah Code Ann. §§ 26-21b-102(8), 76-5-401 to -406 (2017).

**Stalking**
Under Utah law, stalking occurs when a person intentionally or knowingly engages in a course of conduct (two or more acts) that is directed at a specific person and knows or should know that the course of conduct would cause a reasonable person to fear for their own safety or the safety of a third person or to suffer emotional distress. Intentionally or knowingly violating a stalking injunction also constitutes stalking.

Acts that may constitute stalking in Utah include following, monitoring, observing, photographing, surveilling, threatening, communicating to or about a person, or interfering with a person’s property. Stalking may also occur by engaging in any of the following acts or causing someone else to engage in any of these acts:

- Approaching or confronting a person
- Appearing at the person’s workplace or residence, or contacting the person’s employer, coworkers, or neighbors
- Entering property owned, leased, or occupied by a person
- Sending material by any means to the person
- Sending material to the person’s family, household, employer, coworker, friend, or associate for the purpose of obtaining or disseminating information about or communicating with the person
- Placing an object on or delivering an object to property owned, leased, or occupied by a person, or to the person’s place of employment with the intent that the object be delivered to the person
- Using a computer, the Internet, text messaging or any other electronic means to commit an act that is a part of the course of conduct.


**Consent**
Under Utah law, sexual acts are without consent under any of the following circumstances:

1. The victim expresses lack of consent through words or conduct.
2. The actor overcomes the victim through physical force or violence.
3. The actor overcomes the victim through concealment or by the element of surprise.
4. The actor coerces the victim to submit by threatening to retaliate in the future against the victim or any other person and the victim perceives or believes at the time that the actor is able to execute the threat.
5. The actor knows that the victim is unconscious, unaware that the act is occurring, or physically unable to resist.
6. The actor knows that due to mental illness or for any other reason that the victim is at the time of the act incapable of understanding the nature of the act or resisting it.
7. The actor knows that the victim submits or participates because the victim erroneously believes that the actor is the victim’s spouse.
8. The actor intentionally impaired the power of the victim to appraise or control his or her conduct by administering any substance without the victim’s knowledge.
9. The victim is younger than fourteen years of age.
10. The victim is younger than eighteen years of age and at the time of the offense the actor was the victim’s parent, stepparent, adoptive parent, or legal guardian or occupied a position of special trust in relation to the victim.
11. The victim is fourteen years of age or older, but younger than eighteen years of age, and the actor is more than three years older than the victim and entices or coerces the victim to submit or participate, under circumstances not amounting to force or threat.
12. The actor is a health professional or religious counselor and the act is committed under the guise of providing professional diagnosis, counseling, or treatment, and at the time of the act the victim reasonably believed the act was for medically or professionally appropriate diagnosis, counseling, or treatment.


Bystander Intervention and Risk Reduction
The university encourages all members of the campus community to be engaged bystanders—persons who intervene in a positive way before, during, or after a situation or event in which they see or hear behaviors that promote Sexual Misconduct in any of its forms. Through positive bystander intervention, you can make a difference in other people’s lives.

How to Intervene
There is no single “right” way to intervene, and what is appropriate depends on the situation and the individuals involved. There are three basic steps you can take to be an engaged bystander when a harmful event is occurring:

1. **Recognize Potential Harm**
   - Be aware of what’s going on around you.
   - Be aware of behavior that seems out of place or concerning.

2. **Choose to Respond**
   - Decide that you have a duty to help when you observe trouble.
   - Choose safe and positive ways to intervene and avoid placing yourself in harm’s way.

3. **Take Action**
   - Taking action might mean speaking up to express that you are aware and do not condone the harmful behavior you see or calling 911 during an emergency.
   - You can intervene directly (e.g., asking if the person in harm’s way needs help) or indirectly (calling 911, reporting the harmful behavior).
   - Remember, doing nothing is never a positive option.

**How Can I Help After the Fact?**
Sometimes you may not witness the event during which harm was caused but you can still be an engaged bystander. You can positively intervene by helping and supporting a victim. If the individual is a victim of dating violence, domestic violence, sexual violence, or stalking, remember that these behaviors are crimes and the victim is not at fault, nor are they responsible for another person’s criminal behavior. You can

1. listen, be there, communicate without judgment;
2. encourage a victim to seek medical attention immediately if the circumstances warrant it;
3. encourage the victim to seek professional help, such as counseling or therapy;
4. remind the victim that they have the option of informing the police; and/or
5. report instances of Sexual Misconduct to the university Title IX coordinator, who will be able to help victims access additional resources.

You can make a difference. You can be the difference by being an engaged bystander. For more information about being an engaged bystander and supporting victims and survivors of Sexual Misconduct, visit the following:

- Sexual Misconduct Awareness module: focuses on the warning signs of abusive behavior
- Positive Bystander Intervention module: focuses on positive bystander intervention
- Campus and Community Resources: for victims
- Information for Victims: specifically for those who are BYU students
- RAINN.com: Helping Someone You Care About
- Voices of Courage: Creating a Culture of Non-violence

Overcoming Barriers to Being an Engaged Bystander
Sometimes you and others may witness a harmful situation but decide not to positively intervene. Some reasons that people give themselves for not being an engaged bystander include the following:

1. Someone else will take care of it, help, or speak up.
2. It’s none of my business or it’s not my responsibility.
3. I am afraid of what other people might say or think about me if I do something.
4. They might do something to me if I try to help the person they’re harming.
5. It doesn’t seem like that big of a deal.
6. It must be okay because no one else is doing anything about it.
7. I’m too busy; I have my own problems to take care of.

These may be legitimate concerns, but you can overcome these barriers by considering the following responses to the corresponding statements above:

1. I can do something about this and get other people to help too.
2. I want to help, because if I were in the same situation as that person, I hope someone would help me.
3. Yeah, maybe people might say or think certain things about me, but I would rather help than wonder if I could have done something to stop the harm. What will happen if I don’t help seems scarier than the alternative.
4. I can enlist help from others or the police if I’m worried about getting hurt or someone retaliating against me.
5. It is a big deal to that person who is being harmed, and I can help them.
6. What’s going on is not okay, and I bet everyone else is thinking the same thing.
7. I am never too busy to help someone in need.

Recognize Ways to Prevent Harm
When someone causes harm to someone else, it is the person causing the harm that is at fault. There are things we can do as individuals and as a community to make it less likely that we will be victimized by perpetrators. Regarding Sexual Misconduct, be sure to advise others of the following when the time is appropriate:

- Be extremely cautious when responding to personal classified ads or using social media and dating apps to meet new people. Furthermore, remain cautious if you decide to meet someone you have only connected with online or over the phone.
- Often when using social media we allow others to have access to our contact information and information about where we have been and where we currently are. Reconsider what information you make available on social media. Consider whether you would give the information to a stranger, and if not, then it is likely not safe to post the information on social media.
If you are meeting a date for the first time, consider taking a friend with you, or at the very least tell your roommates or family members where you are going and with whom you are meeting.

Do not accept a ride from someone you do not know, including a blind date. Consider providing your own transportation to and from the date.

Be independent and aware in social settings. Express opinions on where to go and appropriate places to meet.

Carry your cell phone with you and keep it charged. Program emergency contact numbers into your phone if necessary. Have the most important emergency contact phone numbers memorized just in case you need to make a call and you don’t have your cell phone with you.

If you are dating or getting to know someone, remember that it takes time to build healthy relationships and to truly get to know an individual. Arrange group or double dates to give you time to get to know someone well. If you are meeting a date for the first time, consider taking a friend with you, or at the very least tell your roommates or family members where you are going and with whom you are meeting.

Lock your residence and car doors to reduce the risk of having unwanted visitors.

Utilize the University Safe Walk Program provided by University Police if you are uncomfortable walking alone on campus at night.

Information and Procedures for Victims

Incidents of on-campus assault should be reported to the Resident Director (703-848-0014). Off-campus incidents should be reported to appropriate local law enforcement officials. If the victim desires, the Resident Director will assist him or her in notifying the appropriate law enforcement authorities. Moreover, a victim of sexual assault has the option to decline to notify law enforcement. Prompt reporting facilitates the victim receiving medical assistance, counseling, or other support services and allows for the collection and preservation of crucial evidence.

If you are a victim of dating violence, domestic violence, sexual assault, or stalking—whether the offense occurred on or off campus—there are multiple resources available to you. The following explains what you should do and includes a list of these resources.

REMEMBER, dating violence, domestic violence, sexual assault, and stalking are criminal acts and you are NOT responsible for another’s act that violates your freedom. Dating violence, domestic violence, sexual assault, and stalking are violations of the law and BYU’s Sexual Misconduct Policy. If you are the victim of dating violence, domestic violence, sexual assault, or stalking, know that BYU is here to help and is able to take certain protective measures to ensure your safety on campus during and after a university investigation.

SEEK MEDICAL ATTENTION IMMEDIATELY if you are a victim of sexual violence or sexual assault. You can request a sexual assault examination by contacting the police or by visiting any hospital emergency room for a referral to have a sexual assault examination completed. The examination provides care to minimize the risk of sexually transmitted diseases and preserves evidence that will be important if you decide to pursue criminal charges or wish to obtain a protective order against the person who assaulted you.

PRESERVE EVIDENCE by not bathing, showering, or using toothpaste or mouthwash after an incident of sexual assault. Do not wash clothing, bed sheets, pillows, or other potential evidence. However, if you do, you should still seek medical attention as soon as possible—even if some time has passed since the assault.

SEEK SUPPORT: Please do not feel you need to deal with this situation alone. Call a friend, family member, or someone with whom you feel you can talk. Counselors at BYU Counseling and Psychological Services are also available 24 hours a day to assist you. Contact them by calling 801-422-3035 or 801-422-2222 after business hours.

REPORTING THE CRIME: Deciding whether or not to report dating violence, domestic violence, sexual assault, or stalking may be difficult. Making a report to law enforcement is a decision left entirely up to you. As a victim, you may decline to notify law enforcement if you choose. If you decide to notify law enforcement, you can be assisted by campus
authorities. Below is a list of contact information for local police offices:

- University Police: 911 or 801-422-2222
- Orem Police: 911 or 801-229-7070
- Provo Police: 911 or 801-852-6210
- Springville Police: 911 or 801-489-9421

Law enforcement can help you with orders of protection, “no-contact” orders, and restraining orders. General information about the different types of court orders is available on the Utah Courts website at www.utcourts.gov.

Please note that BYU cannot represent you in legal proceedings; see the list of Resources at https://titleix.byu.edu/resources for legal assistance.

Campus and Community Services and Resources for Victims of Sex Offenses

In addition to the resource phone numbers listed at the beginning of this report, BYU publishes a list and description of victim resources—both on and off campus—at https://titleix.byu.edu/resources. Additional resources and information about how to respond to and prevent sexual assault on college and university campuses are available at http://changingourcampus.org/, an online resource center supported by the Office on Violence Against Women.

Registered Sex Offenders

In accordance with the federal Campus Sex Crimes Prevention Act (CSCPA), notice must be given of registered sex offenders to institutions of higher education if the offender is employed, carries on a vocation, or is a student at the institution. This information is available at the University Police Department.

Information regarding registered sex offenders residing within Washington, DC can be accessed via the following website: http://sexoffender.dc.gov/.
Emergency Notification, Response, and Evacuation

Upon confirmation of any significant emergency or dangerous situation involving an imminent threat to the health or safety of the campus community, the university will, without delay and taking into account the safety of the community, determine the content of a campus notification and initiate its 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.

The Assistant Dean and Washington Seminar Resident Faculty Director will confirm the magnitude and scope of an emergency or dangerous situation and determine what segment of campus needs notice. Upon confirming that an event warrants immediate notification of the entire campus community, the Assistant Dean and Resident Faculty Director will determine what information is appropriate to disseminate and approve the activation of the emergency response system. Unless mitigating factors warrant a delay, alert, information, and reassurance messages will be streamed to the campus community through mass email, text message, and voice message. Personnel within the Barlow Center will also walk through the building to ensure all occupants are aware of the threat.

Evacuation and/or shelter-in-place alert directions will be given. Should the incident or threat impact the larger community, the Washington, D.C. Metropolitan Police will determine whether Washington, D.C. residents should be alerted.

City or Regional Emergency

If there is a city or regional emergency, be sure to observe the following guidelines. This kind of emergency could be weather related, a serious event similar to a terrorist attack, or a civic disruption or demonstration making it difficult to return to the Barlow Center.

- Get to a safe location. During work hours, instructions will be given to you by your work supervisor. After work hours, stay in the Barlow Center or your residence if you are already there. If you are unable to return to the Center or your residence, go to a police station or designated shelter.
- Follow all instructions given by civic authorities (i.e. police, fire department, etc.)
- As soon as possible, notify the Resident Faculty Director of your whereabouts. If you cannot reach him or her, contact the Washington Seminar Director in Provo.
- Notify your parents or others who are concerned about yoursafety.
- When the emergency has ended, return as soon as possible to your apartment and await instructions from the Resident Faculty Director or a University representative.

Testing

The emergency response system is tested annually. The test will be unannounced, and the message sent to the campus community will read as follows: “This is a test of the emergency response system. In the event of a real emergency the alert message will tell you what the emergency is and what to do.” A record will be made of each test, including a description, the date and time of the test, and whether it was announced or unannounced. The Barlow Center will publicize its emergency notification procedures in conjunction with the testing of the system.

Evacuation Drills

Under the direction of the Washington Seminar Faculty Advisor and the Barlow Center Building Manager, evacuation drills are conducted at the beginning of each semester for all residents at the Barlow Center. A record is made for each drill that includes a description, the location, date, time, and whether the drill was announced or unannounced.
Missing Student Notification Policy and Procedure*

The following policy and procedure has been established to assist in locating students residing in on-campus housing when, based upon facts and circumstances, Washington, DC Metropolitan Police Department – Second District Station has determined a student to be missing:

If you believe a student has been missing for twenty-four hours, you should immediately alert one of the following:

- Washington, DC Metropolitan Police Department – Second District Station (202-715-7300),
- Washington Seminar Resident Faculty Director, (703-848-0014), or,
- Washington Seminar Director (801-422-6029).

At the beginning of each academic year, the university will inform students residing in on-campus housing that BYU will notify an individual selected by the student within twenty-four hours after the student is determined to be missing. Students may register this emergency contact information confidentially on their myBYU personal information page (log on to myBYU > select on “Update my Personal Information” > select “Contact” tab > choose “Emergency Contact” link). Emergency contact information will be accessible only to authorized campus officials and may not be disclosed except to law enforcement personnel in furtherance of a missing person investigation.

All missing student reports must be immediately referred to Washington, DC Metropolitan Police Department – Second District Station. Upon determination by Washington, DC Metropolitan Police Department – Second District Station that a student is missing, Washington, DC Metropolitan Police Department – Second District Station personnel will notify the student’s emergency contact within twenty-four hours. If the student is under eighteen years of age (and not emancipated), the student’s custodial parent or legal guardian will also be contacted within twenty-four hours.

Upon determining that a student is missing, Washington, DC Metropolitan Police Department – Second District Station University Police will initiate a missing person investigation and may notify the following:

- University Police,
- Dean of College of FHSS,
- Washington Seminar Resident Faculty Director,
- Washington Seminar Director, and
- Any other local law enforcement agency that has jurisdiction in the area.

*Updated January 19, 2018, to reflect current policy.
Crimes and Other Situations

Active Shooter
To survive an active shooter incident, you must develop a survival mindset and a course of action. A survival mindset is a protective shield with three components: awareness, preparation, and rehearsal. A course of action may include any or all of the following:

- Figure out the situation
- Get out to a safer area if you can.
- Call out to the police.
- Hide out if you are unable to get out.
- Keep out the shooter by blocking doorways, etc.
- Spread out (do not huddle together) and quietly develop a plan of action.
- Take out the shooter. Assume the shooter’s intentions are lethal and be prepared to do whatever it takes (survival mindset) to neutralize the threat.

Shots Fired
An online video explains the aforementioned concepts in detail. To view this video, go to police.byu.edu and click on the “Shots Fired” icon on the bottom right of the home page.

Flash Point!
This online video teaches violence awareness and provides the following formula: awareness + action = prevention. To view this video, go to police.byu.edu and click on the “Flashpoint” icon on the bottom right of the home page.

Assault
Avoid circumstances that may make you vulnerable to assault. These include jogging at night and walking near dense shrubbery where assailants might hide. You should always stay near well-lighted paths and walkways at night, carry a cell phone and a whistle to summon help, and let friends or family know where you are going and when you will return. Keep windows and doors locked, and keep drapes and blinds closed while dressing.

Theft
Theft on campus is the most frequently reported crime. As with crimes against persons, the best defense against theft is vigilance. The following suggestions may assist you in protecting your personal property:

- In a public setting, never leave personal belongings unattended even for a minute,
- Keep doors and windows locked;
- Do not keep large amounts of money in your room or on your person;
- On campus, lock your bicycle with a quality lock system in approved bicycle racks;
- Register your bicycle with local police or with the University Police;
- Do not lend your keys, credit cards, or BYU ID card to anyone;
- Do not attach ID to your keys;
- Engrave ID numbers on personal property (do not use your social security number);
- Keep records of your property, including description, make, model, and serial number;
- Do not leave your laundry unattended in public laundry facilities; and
- Always lock your car and remove valuables or place them in the trunk of the car.
Fire Safety Report

Introduction
In 2008, Congress passed the College Opportunity and Affordability Act, which requires an annual fire safety report with a focus on campus housing. From January 2000 to February 8, 2017, 172 people have died in campus-related fires across the United States.* Even though more than 85 percent of these deaths occurred in off-campus housing, it has been recognized that the fire safety of a campus is, and should be, an important factor when deciding upon an educational institution to attend.

Fire Statistics

<table>
<thead>
<tr>
<th>HOUSING FACILITIES</th>
<th>2014</th>
<th></th>
<th>2015</th>
<th></th>
<th>2016</th>
<th></th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Fires</td>
<td>Injuries</td>
<td>Deaths</td>
<td>$S$ Loss</td>
<td>Fires</td>
<td>Injuries</td>
</tr>
<tr>
<td>Barlow Center</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</tbody>
</table>

Causes of 2014 Fires
None to report.

Causes of 2015 Fires
None to report.

Causes of 2016 Fires
None to report.

On-Campus Housing Fire Safety Systems
The Barlow Center is protected by an automatic and manual fire alarm system, which sounds a local alarm. The alarm system also alerts the Washington, D.C. Fire Department. The center is also equipped with a sprinkler system.

Fire Drills
In 2016, the Barlow Center conducted three fire drills (at the beginning of each semester) to familiarize student residents with the evacuation procedures.

Student Housing Fire Safety Policies

Portable Electrical Appliances
Small portable appliances and space heaters are not allowed in the bedrooms, with the exception of personal refrigerators and microwaves provided by the university. The university recommends that only UL approved irons and popcorn poppers be used in designated areas.

Microwave ovens are provided in each apartment. There are electrical cooking ranges in the common kitchen of each floor and in the married student apartments. Students are expected to use caution when operating all appliances and should follow manufacturer guidelines.

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Smoking
BYU is a non-smoking University. Smoking is not allowed in any BYU housing facility.

Open Flames
Incense, candles, or any open flames are not allowed in any housing facility. Barbecues are only permitted in designated areas. University policy strictly prohibits the possession and/or discharge of fireworks or any type of explosive device in or around all housing facilities.

Evacuation Procedures
When a fire alarm sounds, residents are to:

- Close windows and doors.
- Walk or crawl to the nearest exit. (Exit routes are posted in the rooms and throughout the buildings.)
- Not use elevators.
- Assemble in a pre-designated area where hall advisors will attempt to take a head count.
- Not re-enter the building until cleared to do so by the hall advisor, a fire officer, or a police officer.

When residents discover a fire, they should:

- Activate the fire alarm system and then leave the building, shouting and knocking on doors as they leave.
- Only attempt to rescue others if they can do so safely.
- Not attempt fighting a serious fire.

Fire Safety Education & Training
At the beginning of each semester, new students and staff are oriented as to fire safety and policies. All policies are posted on the university’s website.

Reporting Fires
For the purpose of record keeping and statistical reporting, all fires discovered by students or employees shall be reported to the Washington, DC Fire Department and the Barlow Center Building Manager. The Barlow Center Building Manager shall forward reports to the Washington Seminar Director and the Brigham Young University Fire Marshal.

<table>
<thead>
<tr>
<th>Emergency</th>
<th>911</th>
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<tbody>
<tr>
<td>Washington, DC Fire Department</td>
<td>202-673-3331</td>
</tr>
<tr>
<td>Barlow Center Building Manager</td>
<td>202-448-3348</td>
</tr>
<tr>
<td>BYU Fire Marshal</td>
<td>801-422-6880</td>
</tr>
</tbody>
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Plans for Future Improvements:
Currently no future improvements are planned for the Barlow Center.