Annual Security and Fire Safety Report

October 2013
# Table of Contents

## Introduction
- Message from Chief ................................................................. page 4
- Campus Security Act Legal Requirements ................................. page 5

## Disclosure of Crime Statistics .................................................. page 6

## Alerting the NC State Community ............................................ page 7
- WolfAlert System Methods ............................................................ page 7
- Timely Warnings ........................................................................ page 8
- Emergency Notifications ............................................................... page 9
- Safety Notifications .................................................................... page 9
- Testing Emergency Response and Evacuation Procedures .......... page 9

## Missing Student Notification .................................................... page 10

## Reporting of Criminal Offenses ............................................... page 11
- Who to report to ........................................................................ page 11
- Procedures for reporting a crime or emergency ......................... page 11
- Voluntary and Anonymous reporting ........................................ page 11

## Security and Access ................................................................ page 12
- Residence Halls .......................................................................... page 12
- Campus Buildings ..................................................................... page 12
- Maintenance .............................................................................. page 12

## University Police ...................................................................... page 13
- Authority .................................................................................... page 13
- Contract Security ....................................................................... page 16
- Relationship with Local Agencies ............................................. page 16

## Crime Prevention and Security Awareness ............................... page 17

## Off Campus Crime .................................................................... page 17

## Alcohol and Illegal Drugs ......................................................... page 18
- Chancellor’s Statement ................................................................. page 18
- Policy on Illegal Drugs ................................................................. page 19
- Alcohol Policy ............................................................................ page 19
- Drug-Free Workplace ................................................................. page 19
- Health Concerns ....................................................................... page 20
- Available Substance Abuse Programs ....................................... page 20
- North Carolina Drug Laws ......................................................... page 21
- North Carolina Alcohol Laws ..................................................... page 23
Introduction

Message from the Chief

North Carolina State University (NC State) is the largest university in North Carolina with a population of over 40,000 and encompasses nearly 2,110 acres in the heart of the capital city of Raleigh. The campus is uniquely composed of offices and classrooms, university residence halls, private housing, research facilities, major athletic facilities, a major veterinary hospital, and a research park located at Centennial Campus. NC State has all of the attributes of a major city in North Carolina.

Studying, living and working in a university environment like NC State can cause us to forget crime and other problems can occur just as they do in other cities in North Carolina. The purpose of this report is to provide you with the information you need to stay safe while at NC State.

The NC State Police Department (University Police) is the primary department at the university charged with creating a safe and secure environment. This task, however, is not one we can accomplish alone. Crime prevention, identifying risks and problem solving are the responsibility of everyone.

Our efforts to maintain a safe and secure environment rely on University Police's ability to develop working relationships with the many communities that make up NC State. We believe that through partnering and problem solving, we can make NC State one of the safest universities in the nation. We have a commitment to community policing and we are dedicated to assisting you in maintaining a safe and secure environment in order to enhance the quality of life here at NC State.

University Police is accredited by the Commission on Accreditation for Law Enforcement Agencies, Inc. This professional milestone ensures that the department is practicing nationally and internationally recognized standards for the delivery of police services to the NC State community. The department provides a full range of services, including 24-hour patrol (by vehicles, on foot, on bikes, on Segways, and on horseback), investigations, a 911 center and a crime prevention unit. In addition, the police department offers a wide range of educational services.

We hope you find this report informative and helpful and that your stay at NC State will be both rewarding and safe.

Jack W. Moorman
Chief of Police
Campus Security Act Legal Requirements

The Campus Security Act requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements;
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus properties and remote classrooms. The statistics must be gathered from University Police, local law enforcement, and other University officials who have "significant responsibility for student and campus activities;"
- Provide "Timely Warning" notices of those crimes that have occurred and pose an "ongoing threat to students and employees;"
- Provide “Emergency Notifications” for dangerous or emergency situations; and
- Disclose in a public crime log any crime that occurred on campus and is reported to the university police.

University Police is required by the Clery Act to report several types of crimes on an annual basis. As a result, NC State reports all Part 1 Criminal Offenses, as well as Hate Crimes as required by the Clery Act, for crimes occurring on campus and certain non-campus properties. These crimes include:

- Criminal Homicide
- Sex Offenses, Forcible and Non-Forcible
- Stalking
- Domestic Violence
- Dating Violence
- Rape
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Hate crimes
- Arrests and Disciplinary Referrals for Violations of Weapons, Drug, and Liquor Laws

The Annual Security Report (ASR) crime statistics are provided below, and are also available on the University Police website at the following link: http://campuspolice.ehps.ncsu.edu/news/stats/annual-security-report/.

University Police is responsible for preparing and distributing the ASR. University Police works with many other departments within the campus community to compile this information. Because they have local jurisdiction over some NC State locations, the Raleigh Police Department, Wake County Sheriff’s Office, and other law enforcement agencies are asked to provide Clery reportable crime statistics for the required Clery geographical locations.

We encourage members of the NC State community to use this report as a guide for safe practices on and off campus. For a hard copy of this information or alternative formats please contact the NC State University Police at (919) 515-3000.
Disclosure of Crime Statistics

NC State crime statistics include those crimes reported to University Police, Campus Security Authorities (CSAs), and local law enforcement agencies. These statistics may include crimes that have occurred in private residences, including those maintained by university student organizations, and certain other non-campus property.

Each year, an e-mail notification is made to all enrolled students, faculty and staff that provide the website to access the ASR. All prospective employees can obtain a copy from the NC State Human Resources department by visiting, http://www.ncsu.edu/human_resources/employment/jobseekers.php and the website address is part of the online employment application.

### North Carolina State University Crime Statistics

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<th>OFFENSE</th>
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<th>RESIDENTIAL FACILITIES</th>
<th>NON-CAMPUS</th>
<th>PUBLIC PROPERTY</th>
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Alerting the NC State Community

NC State has an Emergency Notification System known as WolfAlert with multi-channel communication capabilities. WolfAlert is primarily intended to rapidly disseminate emergency information about an incident or emerging situation and provide instructions to the NC State campus community in Raleigh, NC. WolfAlert’s uses include notifications for emergencies as well as non-emergency situations causing a significant and real or perceived threat to the campus community.

WolfAlert System Methods:

Broadcast email: A broadcast email goes to everyone who has a University email account and any affiliated individual who has provided an email address.

Billboard: Notifications can be delivered to electronic billboards located in common areas across campus.

Text Messaging: NC State sends students, staff, and faculty a text message to their cell phone in the event of a campus emergency or University closing. An alert will be sent to everyone who has provided his or her text-enabled cell phone number in MyPack Portal. Messages will contain brief safety instructions and/or brief details on where to get more information about the alert, i.e. NC State's emergency website. This service is not intended for family member registration.

WolfAlert Audible Alert System: The WolfAlert Audible Alert System is an audible warning system which consists of speaker arrays mounted on poles or building roofs at various locations across campus. In the event of certain emergencies, either tones or brief messages will be broadcast over these speakers to notify persons located outside of buildings to take action. Typically, this action will be to seek shelter in a nearby building and tune in to the various media described above for further information. Additional information on the WolfAlert system is available at www.ncsu.edu/emergency-information.

Home Page: NC State University Communications will post a black WolfAlert banner at the top of the university home page that will alert home page visitors of the situation and link to the NC State WolfAlert site for additional information regarding an incident impacting campus.

Adverse Conditions Hotline: NC State uses 919-513-8888 for a wide range of announcements, including adverse weather and emergency situations.
Social Media: NC State may use various forms of social media (Twitter, Facebook, Google+, etc.) to alert the NC State community about emergencies as well as non-emergency situations causing a significant and real or perceived threat. In addition, WolfAlert Twitter and Facebook pages are maintained by University Communications and only populated during an emergency.

The Staff Duty Officer for University Police will determine which communications tool to use and when to inform the campus community of a significant emergency, a serious or continuing threat, or dangerous situation. When time allows, this will be done in consultation with the Chief of Police and the Associate Vice Chancellor for Environmental Health and Public Safety.

The WolfAlert System, campus electronic billboards and e-mail are tested on the first Monday of every month. The text messaging system is tested once a week and records are kept on file of the results of the testing process.

Timely Warnings

WolfAlert Crime Warnings are issued to notify the campus community for crimes considered to be, in the judgment of the University Police Chief or his designee, a serious or continuing threat to students and employees. A WolfAlert Crime Warning is issued when a Clery crime has occurred anywhere on NC State Clery geography and constitutes an ongoing threat to the campus community. Examples of crimes where crime warnings may be issued include, but are not limited to: sexual assaults, burglary, robbery, or aggravated assaults. Distribution of a WolfAlert Crime Warning is generally by broadcast email from University Police to all students, faculty, and staff and may include a posting on the NC State home page or social media by University Communications.

An example of a WolfAlert Crime Warning e-mail is:

Early Sunday morning at 2:06 am, a student and visitor were walking on Jeter Drive near Coliseum Parking Deck. A male subject came up to them, demanded money, and fled with a purse. He got in a waiting car with another person driving. The 1995-1999 Monte Carlo type car was last seen on Cates Ave. There were no injuries.

Description of Suspect:
Sex - Male
Complexion Medium
Hair -- Black
Hair Description--Short
Eyes-- Brown
Age-- 25
Clothing of Suspect:
Last seen wearing a black t-shirt and blue jeans

Anyone who may have information should contact the NCSU Police at 515-3000.
Campus safety is a top priority at NCSU, always remember that personal safety starts with you.
Use campus escort services, 919-515-3000 Report suspicious activity to police, 9-1-1

We will post additional information as available at www.ncsu.edu/police
* This message was approved in accordance with the NC State* University Computer Use Policy Administrative Regulations* Section IV D on broadcast e-mail. See URL* http://policies.ncsu.edu/regulation/reg-08-00-02
Emergency Notifications

WolfAlert Emergency Notifications are issued to immediately notify the campus community, upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus. Examples of such significant emergencies or dangerous situations include, but are not limited to, shooters on campus or tornado warnings. Emergency Notifications are issued by University Police through a combination of methods that may include broadcast e-mail, audible alert, public media, campus bill boards, or text message. In addition, University Communications may issue emergency information via the university home page and social media. Follow up communications are directed by the Crisis Communications Team and University Communications.

Students may also receive communications from University Housing staff, such as Resident Advisors (RAs). Students receive an annual email message highlighting the methods of emergency communication, with special emphasis on registering to receive emergency text messages and to review the Orientation for Emergency Preparedness and Response which resides at www.ncsu.edu/emergency-information.

Safety Notifications

WolfAlert Safety Notices are communications to the campus community for situations that are not deemed an imminent threat, significant emergency or dangerous situation, but are determined to require the awareness of campus for safety purposes. WolfAlert Safety Notices are distributed when non-emergency information could help the campus community, or subsets of the community, either on or off campus, make safe choices regarding a health or safety issue. Distribution of a WolfAlert Safety Notice is generally by broadcast e-mail by University Communications.

Testing Emergency Response and Evacuation Procedures

NC State conducts numerous announced drills and exercises each year and conducts follow-through activities designed for assessment and evaluation of emergency plans and capabilities. These drills and exercises simulate emergency scenarios that affect individual operating units or the campus community as a whole. Examples of drills and exercises conducted by NC State include live or tabletop exercises simulating: a tornado or other severe weather event, active shooter on campus, utility disruption, and hazardous material release. The university coordinates on average four or more announced drills or exercises each year, to test, assess, and evaluate the emergency response and evacuation procedures as well as decision-making capabilities. Emergency response drills and tabletop exercises are monitored by NC State’s Department of Environmental Health and Public Safety, University Police, University Housing, and/or by other third party assessors where appropriate. Recommendations for improvements are submitted to the appropriate departments/offices for consideration. For each test, the university documents a description of the exercise, the date, and the time.

In the event of an emergency, NC State’s Emergency Operations Plan will be activated. This plan is coordinated with other Wake County emergency response agencies and has been tested in joint training drills and exercises with these agencies. The university also constantly receives the most up-to-
date information available on risks as well as threats, and prepares accordingly. NC State continues to evaluate its Emergency Operations Plan as part of an ongoing evaluation of best practices and the use of new technologies.

**Missing Student Notification**

NC State RUL 11.31.02, Missing Student Notification, ([http://policies.ncsu.edu/rule/rul-11-31-02](http://policies.ncsu.edu/rule/rul-11-31-02)) establishes the procedures for the NC State community regarding the reporting, investigation and required emergency notification when a student residing in on-campus housing is determined to be missing. A student shall be deemed missing when he or she is reported absent from the University for more than 24 hours without any known reason.

**Identifying a Contact Person**

All NC State students residing in on-campus housing (including residence halls, Greek Village and university-owned apartments – E.S. King Village, Western Manor, Wolf Village, and Wolf Ridge) must register a contact person to be notified by NC State if NC State determines that the student is missing for more than 24 hours. This contact information will be registered confidentially and will not be disclosed except to authorized University officials and law enforcement personnel in furtherance of a missing person investigation. If a student is under 18 years of age and not an emancipated minor, NC State is required to notify a custodial parent or guardian, in addition to notifying any additional contact person designated by the student.

**Procedure for Identifying a Missing Student**

Any person who believes that a student who resides in on-campus housing is missing should immediately report this information to University Housing or Greek Life staff, or to University Police at 911 or 919-515-3000. Any missing student report received by University Housing or Greek Life staff will be immediately referred to the University Police. In the event another university officer or employee other than a member of University Housing, Greek Life or University Police receives a report of a missing student, that person shall immediately notify University Police of the report received.

Upon the report of a possible missing student, the University Police will immediately initiate a missing person investigation in accordance with North Carolina law and University Police General Order 500-13 (Missing Persons). If University Policy determines that a student is missing, University Policy will take the following actions:

a. University Police will notify the student’s contact person within 24 hours of the determination that the student is missing;

b. If the student is under 18 years of age and is not an emancipated minor, University Police will notify the student’s custodial parent or guardian and any other designated contact person within 24 hours of the determination that the student is missing;

c. University Police will inform any other appropriate law enforcement agencies within 24 hours of the determination that the student is missing;
d. University Police and any other appropriate law enforcement agencies will continue to investigate the missing person report.

Nothing in this rule prevents NC State from making notifications earlier than noted above if deemed appropriate under the circumstances. Nothing in this regulation shall restrict NC State from contacting other individuals if deemed necessary to prevent harm to a student or others, necessary to the investigation, or otherwise appropriate under the circumstances.

**Reporting of Criminal Offenses**

All students, employees, and visitors should promptly report criminal incidents, accidents and other emergencies to University Police by dialing 911. For non-emergencies you may contact University Police at (919) 515-3000 or in person at 2610 Wolf Village Way. University Police is available 24 hours a day year round.

The university has installed emergency call boxes (blue light phones) throughout campus for use when police assistance is needed. By pressing the red button on the phone, users can communicate directly with our Emergency Communications Center. The location of the emergency call box is digitally displayed to the Emergency Communications Officer.

**Voluntary and Anonymous Reporting**

Occasionally, victims of crime wish to report a crime but do not want to give their name and/or do not want to pursue action through the criminal justice or the university conduct procedures. Anonymous reporting can be conducted online through the University Police website (http://campuspolice.ehps.ncsu.edu/forms/).

Those university officials with significant responsibilities for student and campus activities are designated as CSAs. For these designated individuals, anonymous reports can be sent electronically to University Police through the Campus Security Authority Incident Report form. The web-based report form can be accessed via University Police’s web site at: http://campuspolice.ehps.ncsu.edu/forms/campus-authority-incident-report/. Before a report can be submitted, the CSA must provide certain information including: the date the incident occurred and actual date reported, the type of crime involved, the general location of the crime (campus building, non-campus property, etc.), and a description of the incident. The CSA must identify the individual who received the report and contact phone number. CSAs are trained annually on their duty to report and the reporting requirements.

University Police follows up on each anonymous report as appropriate, based upon the timeliness and substantiation of information provided, to determine if a reported incident represents an on-going threat to the campus community. If the investigating officer determines that the reported incident occurred and that it has not previously been reported, the officer will complete an incident report, and the crime will be included in NC State’s crime statistics and, if applicable, the crime statistics recorded in the university's ASR.

Pursuant to the Clery Act, pastoral counselors and professional counselors are not required to report crimes to University Police for inclusion into the annual disclosure of crime statistics or for the purpose of a timely warning. A pastoral counselor is a person who is associated with a religious order or
denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor. A professional counselor is a person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of his/her license or certification.

Certain other University departments may also accept reports from a victim. Such departments include the Women's Center (including the Molly Hays Glander 24-hour Response Line), Student Legal Services, Student Health and GLBT Center. The Clery Act requires these departments to report the crime to University Police. This reporting allows the university to maintain accurate records on the number of incidents, determine if there is a pattern of crime with regard to a particular location, method or assailant, and alert the campus community of an ongoing threat if needed.

University Police will investigate crimes that are reported.

**Security and Access**

**Residence Halls**

Residence hall entrance doors are locked at all times. Residents have keys to enable them to gain access to their hall. In accordance with the university's Residence Hall Visitation Regulation, REG 11.30.06, a visitor in the residence halls must be escorted at all times by the hosting student. Some university employees, such as housekeepers, maintenance staff and employees of University Housing, also have access to the residence halls to perform their job responsibilities.

During Winter Break - between Fall and Spring semesters - and Spring Break, most residence halls are closed and residents must vacate their rooms. The locks on the entrance doors of closed halls are changed during the two break times to decrease the possibility of unauthorized entrance. In halls remaining open during the Winter and Spring Breaks, the entrance door locks are also changed, and only those students who are registered to remain in the buildings during the breaks receive a key for the new lock.

**Campus Buildings**

NC State is a public institution and is generally open to the public. The university is research intensive and may restrict access to certain areas as needed. In order to maintain the safety of the campus community, the university may restrict certain individuals from being on all or a portion of University property.

**Maintenance**

NC State is committed to campus safety and security. Exterior lighting and landscape control is a critical part of that commitment. Representatives from various departments continually conduct security surveys to ensure campus lighting is adequate and that the landscape is appropriately controlled. University Police officers conduct routine checks of lighting on campus during regularly assigned patrol duties. If lights are out or dim, officers will initiate a work order. We encourage community members to report any deficiency in lighting to the facilities customer service center at (919) 515-2991. Any
community member who has a concern about physical security should contact the facilities service center at (919) 515-9891 or the safety hotline at (919) 515-5445.

The department and representatives from the university lock shops work together to identify inoperative locking mechanisms. We encourage community members to promptly report any locking mechanism deficiency to the facilities customer service center at (919) 515-2991 or to University Police at (919) 515-3000.

Maintenance staff persons are available to respond to calls for service regarding unsafe facility conditions or for personal safety and property protection. These conditions also may include unsafe steps or handrails, unsafe roadways on campus and unsecured equipment.

**University Police**

**Authority**

University Police operates 365 days a year, 24 hours a day. The office is located at 2610 Wolf Village Way. N.C.G.S. § 116-40.5 grants University Police officers full law enforcement powers upon completion of state mandated training. Each officer must meet the same standards and training as all other statewide police agencies in order to obtain certification. University Police’s territorial jurisdiction includes all property owned or leased by the university and that portion of any public road or highway passing through such property and immediately adjoining it, wherever located within the State of North Carolina.

University Police officers are granted by the City of Raleigh expanded jurisdiction within the City subject to certain limitations identified in the following agreement:

**AGREEMENT FOR EXPANSION OF TERRITORIAL JURISDICTION OF NORTH CAROLINA STATE UNIVERSITY POLICE DEPARTMENT, PURSUANT TO N.C.G.S. § 116-40.5(b).**

This agreement is hereby entered into between North Carolina State University (Hereafter referred to as "University".) and the City of Raleigh (Hereafter referred to as "City".)

**Whereas,** the University has established a law enforcement agency on its campus pursuant to N.C.G.S. § 116-40.5(a) and Chapter 17C of the North Carolina General Statutes; and

**Whereas,** there has been a close working relationship between the University and the City in the function of law enforcement, which the University and the City wish to continue; and

**Whereas,** the law enforcement agency created and maintained by the University is accredited by the Commission of Accreditation for Law Enforcement, and intends to maintain its accredited status; and
Whereas, under N.C.G.S. § 116-40.5(b) and 160A-288, the University may enter into agreements that allow its law enforcement agency to extend the territorial jurisdiction beyond the perimeter of the campus; and

Whereas, the University has authorized the Chief of the University Police Department to enter into mutual aid agreements with other law enforcement agencies, and the City has authorized the Chief of the Raleigh Police Department to enter into mutual aid agreements with other law enforcement agencies.

Whereas, the intent of the University and the City is to allow for expanded territorial jurisdiction of University Officers in certain situations and locations as set forth in this agreement, but not to allow University Officers to have general powers to conduct patrol outside of their original territorial jurisdiction under N.C.G.S. § 116-40.5(a).

Therefore, in consideration of these mutual interests, the University and the City do acknowledge that this agreement, along with any and all incorporated attachments, shall define the working relationship between the University Police Department and the Raleigh Police Department.

1.0 UNDER THIS AGREEMENT, EXPANSION OF TERRITORIAL JURISDICTION OF UNIVERSITY POLICE DEPARTMENT BEYOND REAL PROPERTY OWNED BY THE UNIVERSITY SHALL BE ALLOWED UNDER THE FOLLOWING CONDITIONS AND LOCATIONS:

1.1 When University Police are conducting an investigation of an offense alleged to have been committed by a University student in certain off-campus buildings occupied by students by virtue of association with an organization given formal recognition of the University's Student Government or Administration. A list of these buildings may be modified or updated at any time upon joint written agreement by the University or its designee and the Chief of Police.

1.2 When on-duty, University Police officers will have expanded territorial jurisdiction beyond real property owned by the University and within the City limits of the City of Raleigh in the following circumstances:

1.2.1 When the University officer has in his/her possession an arrest warrant, or has knowledge of an outstanding warrant, charging the individual with an offense that was committed on University owned property. Prior to serving such a warrant, the University officer must contact the on duty Watch Commander with the Raleigh Police Department, who will evaluate the situation and determine the need for assistance of the Raleigh Police Department. The University officers may proceed with the service of the warrant only after receiving the express consent of the Watch Commander. This request may be made verbally, but shall be followed up in written form.
1.2.2 When the University officer has in his/her possession a valid search warrant issued pursuant to a crime committed on University owned property. Prior to serving or executing such a warrant, the University Officer must contact the on duty Watch Commander with the Raleigh Police Department, who will evaluate the situation and determine the need for assistance of the Raleigh Police Department. The University officers may proceed with the service of the warrant only after receiving the express consent of the Watch Commander. This request may be made verbally, but shall be followed up in written form.

1.2.3 When the University officer has probable cause to believe an individual has committed a felony in the University officer's presence.

1.2.4 When the University officer has probable cause to believe an individual has committed a misdemeanor in his presence.

1.3 Except as provided for under Section 2.0, et seq. of this Agreement, University officers shall not conduct routine patrol or take enforcement action based on patrol that occurs outside of University Property, or any area in which they have original territorial jurisdiction pursuant to N.C.G.S. § 116-40.5.

1.4 In addition to the provisions outlined above, the University shall have general expanded territorial jurisdiction as outlined and agreed to by both the University and the Raleigh Police Department.

2.0 UNDER THIS AGREEMENT, UNIVERSITY POLICE SHALL ASSIST THE RALEIGH POLICE DEPARTMENT IN THE FOLLOWING CIRCUMSTANCES:

2.1 Upon the request of a supervising official (watch commander, major, deputy chief or chief) with the Raleigh Police Department, University Police officers may assist the Raleigh Police Department in controlling disturbances, affecting an arrest, investigating or apprehending suspects for crimes that involve a breach of the peace, physical injury, theft of or damage to property.

2.2 When acting upon the request of the Raleigh Police Department, pursuant to this section, University Police officers shall have the same territorial and subject matter jurisdiction of a Raleigh Police Officer, in accordance with N.C.G.S. § 116-50.4(b).

2.3 The City assumes no liability for any actions taken by University Officers while acting outside their ordinary territorial jurisdiction pursuant to any and all parts of this agreement.

2.4 The University assumes no liability for any actions taken by City Officers while operating under this agreement.

3.0 TERMS AND AMENDMENTS
3.1 This agreement shall become effective upon execution by all parties and shall be valid for three calendar years.

3.2 This agreement may be renewed or extended at any time by mutual written agreement between the City and the University.

3.3 This agreement does and shall supersede any previous agreements concerning the Police Cooperation and Mutual Aid entered into between the City and the University or the Raleigh Police Department and the University Police Department.

3.4 This agreement may be terminated at any time by either party by way of written notice.

3.5 Any and all amendments or addenda to this agreement shall be made upon the written concurrence of both parties.

University Police responds to all emergency calls and requests for assistance. Officers are responsible for a full range of public safety services, including crime reports, traffic accidents, investigations, medical and fire emergencies and enforcement of all state and local laws, as well as University policies. A daily activity log is available via the http://www.safety.ncsu.edu/newblotter.asp.

All University Police officers can be easily identified. Police officers wear a standard uniform with navy pants and shirt. The uniform shirt is also identified with a police badge and the departmental patch on each shoulder. Criminal investigators and administrative staff, who do not wear uniforms, are required to display an identification tag at all times while on duty. The identification tag includes a color photo of the employee and their departmental affiliation.

If there is ever a doubt as to whether a person is affiliated with University Police, one is encouraged to inquire for one’s own safety. All University Police employees will gladly provide proof of their association with the department. In most instances, when officers are working in a plain-clothes capacity, they will have their identification tag displayed on their outer clothing.

Contract Security

University Police may employ contracted security agencies to assist as needed.

Relationship with Local Agencies

University Police recognizes that it is vital to maintain a close working relationship with all local police, state agencies and other emergency response agencies, specifically those with joint or mutual jurisdiction considerations and responsibilities. As a result, the department has mutual aid agreements with various local police and emergency response agencies. Anyone interested in additional information regarding these agreements are encouraged to contact University Police at (919) 515-3000.
Crime Prevention and Security Awareness

During orientation, students are informed of services offered by University Police. Video and slide presentations outline ways to maintain personal safety and residence hall security. Students are told about crime on-campus and in surrounding neighborhoods. Similar information is presented to new employees at new employee orientation. Crime prevention programs, including Interpersonal Violence and Workplace Violence Assault Prevention programs, are offered on a continual basis.

Periodically during the academic year, University Police, in cooperation with other university organizations and departments, presents crime prevention awareness sessions on sexual assault (rape and acquaintance rape), date rape drugs, theft and vandalism, as well as educational sessions on personal safety and residence hall security.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

In addition to seminars, information is disseminated to students and employees through various campus media, crime prevention awareness literature, posters and displays.

When time is of the essence, information is released to the university community through electronic memos sent over the university's electronic mail system.

Off-Campus Crime

University Police may assist other law enforcement agencies when requested at off campus locations. Local police are the primary responders to criminal activity occurring off campus.
Alcohol and Illegal Drugs

MEMORANDUM

TO: All University Faculty, Staff, and Students

FROM: W. Randolph Woodson, Chancellor

SUBJECT: The Drug-Free Schools and Communities Act
        The Drug-Free Workplace Act

DATE: August 21, 2013

Illegal or abusive use of drugs or alcohol by university faculty, staff, or students can adversely affect the educational environment and interfere with maximum achievement of personal, social, and educational goals. Therefore, it is the policy of North Carolina State University to maintain a drug-free workplace and campus. The unlawful manufacture, distribution, possession and/or use of controlled substances or the unlawful possession, use or distribution of alcohol is prohibited on NC State’s campus, in the workplace, or as part of any of the university’s activities. The workplace and campus include all NC State premises where the activities of the university are conducted. The information below provides NC State’s policies, as well as the applicable state and federal laws, on illegal drugs and alcohol, and is intended to assist you in gathering information about alcohol and other drugs and the problems and concerns associated with their use and abuse. In addition, the below information is to make you aware of the many resources available if you, or a friend or family member, are needing help for a substance abuse problem. Furthermore, in compliance with the Drug-Free Schools and Communities Act and The Drug-Free Workplace Act, the university is providing you with this information as part of its annual notification designed to combat drug and alcohol abuse, and to promote the health and safety of our students and employees.

UNIVERSITY POLICIES

NC State expects its students and employees to maintain an environment that is safe and healthy. The university shall take actions necessary, consistent with state and federal law and applicable university policies, to eliminate illegal drugs from the university community and promote responsible alcohol use. As part of NC State’s awareness of possible drug and alcohol abuse in the university community, policies have been adopted on the use of alcohol and drugs. NC State holds its students and employees responsible for the consequences of their decisions, and students or employees who violate these policies will be subject to sanctions by the university in accordance with procedural safeguards of the applicable
Policy on Illegal Drugs

Pursuant to the direction of the Board of Governors, NC State's Board of Trustees adopted a Policy on Illegal Drugs. Every student and employee of the university is responsible for being familiar with and complying with the terms of this policy. Under the policy, students and employees at NC State are held responsible as citizens for knowing and complying with federal and North Carolina laws that make it a crime to possess, sell, deliver, or manufacture any illegal drug. Any member of the university community who violates these laws may be subject both to criminal prosecution and punishment by the Justice System and to disciplinary proceedings by the university. The penalties imposed by the university for students or employees found to have violated applicable law or university policies concerning illegal drugs will vary depending upon the nature and seriousness of the offense and may include a range of disciplinary actions up to and including expulsion from enrollment or discharge from employment. Copies of the full text of the policy are available in the office of your Dean, Department Head, Human Resources, Academic Student Affairs, in the new employee and student orientation packet, and on the University’s Policies, Regulations & Rules website at http://policies.ncsu.edu/policy/pol-04-20-05.

Alcohol Policy

NC State’s Alcohol Policy establishes the university policy on the sale, use and consumption of alcoholic beverages on campus and at NC State-sponsored events, as well as University enforcement responses for violations of this policy. In its discussion of North Carolina alcohol laws, the policy notes that it is unlawful law for any person less than twenty-one (21) years of age to purchase or possess any alcoholic beverage and further that it is against the law for anyone to sell or give any alcoholic beverage to a person under 21 or to aid or abet such person in selling, purchasing or possessing any alcoholic beverage. Any student or employee in violation of the drug and alcohol policy may be subject to disciplinary measures by the university. The Alcohol Policy can be found on the University’s Policies, Regulations & Rules website at http://policies.ncsu.edu/policy/pol-04-20-02.

The university also has certain procedures and guidelines for serving alcohol at University-sponsored events. These procedures may be found at http://policies.ncsu.edu/regulation/reg-04-20-01. Alcohol served at events held at certain University facilities shall be provided in accordance with the procedures referenced above and consistent with the rules of those facilities.

DRUG-FREE WORKPLACE

As a precondition for receiving any federally funded grants or contracts, NC State is required to certify that it is providing a drug-free workplace. Any employee reporting to work under the influence of alcohol or illegal drugs or using alcohol or illegal drugs on the job is subject to appropriate disciplinary action. In addition to the NC State’s Policy on Illegal Drugs, the university is required to adhere to all federal policies. As a condition of employment any faculty, staff, or student must notify the university of any criminal drug conviction for a violation occurring in the workplace no later than five (5) days after such conviction. It is extremely important that you comply with the policies on illegal drugs and alcohol, which have been implemented by the federal government and the university's governing bodies. Maintaining an alcohol and drug-free workplace will benefit us all.
HEALTH CONCERNS

The use of illegal drugs and the misuse of alcohol or prescription drugs are potentially harmful to a person’s health. Health risks of using illegal drugs and abusing alcohol include both physical and psychological effects. In particular, synthetically-produced drugs often have unpredictable emotional and physical side effects that constitute an extreme health hazard. Frequent use of alcohol and illegal drugs may lead to:

- psychological and/or physical dependence
- impaired learning ability, memory, ability to solve complex problems
- increased risk of sexually transmitted diseases (including AIDS)
- complications due to the combination of prescription medication and other drugs/alcohol
- death, coma or toxic reactions, especially when combining alcohol with any other drug, including over-the-counter medicine or prescriptions
- guilt/regret over activities performed while under the influence of alcohol/drugs, i.e., regretting sexual encounters, fighting, excessive risk-taking, legal difficulties
- damage to brain, cardiovascular system, liver, etc.
- increased risk of cancer
- fetal Alcohol Syndrome, birth or genetic defects
- psychosis (hallucinations, loss of contact with reality, extreme changes in personality)
- other physiological, psychological or interpersonal problems

Members of the university community are encouraged to research the health effects of drugs and alcohol abuse through reputable scientific sources, such as the National Institute on Drug Abuse (http://www.drugabuse.gov), the National Institute on Alcohol Abuse and Alcoholism (www.niaaa.nih.gov), and the Centers for Disease Control (www.cdc.gov). In addition, information about the health risks associated with drug abuse and the misuse of alcohol is available from the Student Health Center and the Department of Human Resources.

AVAILABLE SUBSTANCE ABUSE PROGRAMS

Because of the considerable hazards involved in drug and alcohol use, administrative, medical, and psychiatric help for students and employees having alcohol or other drug problems are available on a confidential basis. The Student Health Center (including Student Health Services, Student Counseling Center, and Health Promotion) 919-515-2563, provides treatment, counseling, and referrals for students seeking help with substance abuse problems. The university’s Faculty and Staff Assistance Program (FASAP), 866-467-0467, provides support, resources, information, and referrals for employees and their dependents. Persons who are experiencing problems with substance or alcohol abuse, either themselves or through their families, are encouraged to contact these resources within the university or use other resources such as family physicians, county mental health centers, and Alcoholics or Narcotics Anonymous. The university hopes that through our education and referral efforts we will be able to provide an effective means of dealing with the problem of substance abuse.

LAWS RELATED TO UNLAWFUL POSSESSION OR DISTRIBUTION OF ILLEGAL DRUGS AND ALCOHOL

The unlawful manufacture, distribution, disposition, possession, and/or use of a controlled substance or alcohol is regulated by a number of federal, state, and local laws. These laws impose legal sanctions for both misdemeanor and felony convictions. Criminal penalties for convictions can range from fines and probation to denial or revocation of federal benefits (such as financial aid) to imprisonment and forfeiture of personal and real property. A summary of North Carolina alcohol and drug laws is available below. The information provided below is illustrative, not exhaustive or a definitive statement of all applicable
laws, but rather it indicates the types of conduct that are against the law and the range of legal sanctions that can be imposed for such conduct. More detailed and current information is available from University Police and the North Carolina General Statutes.


**NC DRUG LAWS**

<table>
<thead>
<tr>
<th>Types of Drugs</th>
<th>Possession</th>
<th>Possession With Intent to Sell or Deliver; To Manufacture; or to Sell and/or Deliver</th>
<th>North Carolina Statute</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Schedule I:</strong> Heroin, LSD, Peyote, Mescaline, Psilocybin (Shrooms), other Hallucinogens, Methaqualone (Quaaludes), Phencyclidine (PCP), and MDA</td>
<td><strong>Maximum Penalty:</strong> Five (5) years in prison and/or fine (felony)</td>
<td><strong>Maximum Penalty:</strong> Ten (10) years in prison and/or fine (felony)</td>
<td>§90-89</td>
</tr>
<tr>
<td><strong>Schedule II:</strong> Morphine, Demerol, Codeine, Percodan, Percocet, Fentanyl, Dilaudid, Secondal, Nembutal, Cocaine, Amphetamines and other opium and opium extracts and narcotics</td>
<td><strong>Maximum Penalty:</strong> Two (2) years in prison and/or $2,000 fine (misdemeanor) – UNLESS- 1. Exceeds 4 tablets, capsules, other dosage units or equivalent quantity of Hydromorphone. 2. Exceeds 100 tablets, capsules, other dosage units or equivalent quantity. 3. One gram or more of Cocaine <strong>Maximum Penalty:</strong> Ten (10) years in prison and/or fine (felony)</td>
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<td>§90-90</td>
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<tr>
<td><strong>Schedule III:</strong> Certain barbiturates such as amobarbitol and codeine containing medicine such as Fiorinal #3, Doriden, Tylenol #3, Empirin #3, and</td>
<td><strong>Maximum Penalty:</strong> Possession of less than 100 tablets, capsules, other dosage units or equivalent quantity: Two (2) years in prison and/or fine</td>
<td><strong>Maximum Penalty:</strong> Five (5) years in prison and/or fine (felony)</td>
<td>§90-91</td>
</tr>
<tr>
<td>Schedule IV: Barbiturates, narcotics, and stimulants including Valium, Talwin, Librium, Equanil, Darvon, Darvocet, Placidyl, Tranzene, Serax, Ionamin (yellow jackets)</td>
<td>Maximum Penalty: Same as Schedule III</td>
<td>Maximum Penalty: Five (5) years in prison and/or fine (felony)</td>
<td>$90-92</td>
</tr>
<tr>
<td>Schedule V: Compounds that contain very limited amounts of codeine, dihydrocodeine, ethylmorphine, opium, and atropine, such as Terpine Hydrate with codeine, Robitussin AC</td>
<td>Maximum Penalty: Six (6) months in prison and/or fine (misdemeanor)</td>
<td>Maximum Penalty: Five (5) years in prison and/or fine (felony)</td>
<td>$90-93</td>
</tr>
<tr>
<td>Schedule VI: Marijuana, THC, Hashish, Hash Oil, Tetrahydrocannabinol</td>
<td>Maximum Penalty: Possession of less than $\frac{1}{2}$ ounce of Marijuana or 1/20 ounce Hashish: Thirty (30) days in prison and/or $100 fine (misdemeanor)</td>
<td>Maximum Penalty: Five (5) years in prison and/or fine (felony)</td>
<td>$90-94</td>
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<td></td>
<td>Possession of more than $\frac{1}{2}$ ounce of Marijuana or 1/20 ounce Hashish: Two (2) years in prison and/or fine (misdemeanor)</td>
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<td></td>
<td>Possession of more than 1½ ounce of Marijuana or 3/20 ounce of Hashish or consists of any quantity of synthetic Tetrahydrocannabinols or</td>
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</table>
| Drug Paraphernalia | **Maximum Penalty:**
One hundred twenty (120) days in prison and/or fine.
(misdemeanor) | **Maximum Penalty:**
One hundred twenty (120) days in prison and/or fine.
(misdemeanor) | §90-113.22- §90-113.24 |

However, delivery of drug paraphernalia by a person over 18 years of age to someone under 18 years of age who is at least three years younger: One (1) year in prison and/or fine.
(felony)

It is unlawful for any person to purchase or otherwise procure an advertisement in any newspaper, magazine, handbill, or other publication, or purchase or otherwise procure an advertisement on a billboard, sign, or other outdoor display, when he knows that the purpose of the advertisement, in whole or in part, is to promote the sale of objects designed or intended for use as drug paraphernalia. Sixty (60) days in prison and/or fine.
(misdemeanor)
### NC ALCOHOL LAWS

<table>
<thead>
<tr>
<th>State Law</th>
<th>Penalty</th>
<th>North Carolina Statute</th>
</tr>
</thead>
<tbody>
<tr>
<td>To possess, attempt to purchase or purchase, sell or give beer, wine,</td>
<td><strong>Maximum Penalty:</strong> Imprisonment for a term not exceeding two (2) years and/or fine (misdemeanor)</td>
<td>§18B-302-18B302.1</td>
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<tr>
<td>liquor, or mixed beverages to anyone under the age of 21.</td>
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<td>Aiding or abetting a person who is under 21 years of age to purchase or</td>
<td><strong>Maximum Penalty:</strong> Imprisonment for not more than six (6) months and/or fine up to five hundred dollars ($500) (misdemeanor)</td>
<td>§18B-302-18B302.1</td>
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<tr>
<td>attempt to purchase, possess, sell, or give alcohol to another.</td>
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<tr>
<td>A person over 21 years of age who aids and abets to purchase or to</td>
<td><strong>Maximum Penalty:</strong> Imprisonment for not more than two (2) years and/or fine up to two hundred dollars ($200) (misdemeanor)</td>
<td>§18B-302-18B302.1</td>
</tr>
<tr>
<td>attempt to purchase, purchase or to possess; sell or give, alcohol to</td>
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<tr>
<td>a person who is under 21 years of age</td>
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<td>Operating a motor vehicle upon any highway, any street, or any public</td>
<td>1st Offense: Jail - 24 hours; Fine - $200; License Suspension – 60 days to 1 year; 2d Offense: Jail – 4 days; Fine – varies; License Suspension – 1 to 4 years; 3d Offense: Jail – 14 days to 2 years; Fine – varies; License Suspension – 1 year to permanent</td>
<td>§20-138.1</td>
</tr>
<tr>
<td>vehicular area within this State: while under the influence of an</td>
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<td>impairing substance; after having consumed sufficient alcohol that he</td>
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<td>has, at any relevant time after the driving, an alcohol concentration of</td>
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<td>0.08 or more; or with any amount of a Schedule I controlled substance.</td>
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<tr>
<td>Operating a motor vehicle on a highway or public vehicular area by a</td>
<td>Maximum of 20 days in jail and $200. If driving while impaired offense is also charged then: 1st Offense: Jail - 24 hours; Fine - $200; License Suspension – 60 days to 1 year; 2d Offense: Jail – 4 days; Fine – varies; License Suspension – 1 to 4 years; 3d Offense: Jail – 14 days to 2 years; Fine – varies; License Suspension – 1 year to permanent</td>
<td>§20-138.1 &amp; 20-138.3</td>
</tr>
<tr>
<td>person less than 21 years old while consuming alcohol or at any time</td>
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<tr>
<td>while he has remaining in his body any alcohol or controlled substance</td>
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<td>previously consumed.</td>
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<tr>
<td>Possessing an alcoholic beverage other than in the unopened</td>
<td>Maximum of 20 days in jail and $200 for first offense. Maximum of 60 days in jail and $1000 fine for subsequent offenses. If you</td>
<td>§20-138.7</td>
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<tr>
<td>manufacturer's original container, or consume an alcoholic</td>
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</tbody>
</table>
beverage, in the passenger area of a motor vehicle while the motor vehicle is on a highway or the right-of-way of a highway. are convicted of an impaired driving offense arising from this incident then impaired driving punishments apply.

Interpersonal Violence

Chancellor's Statement

Acts of interpersonal violence, which includes all forms of sexual misconduct, stalking, dating and domestic violence in any form – are serious acts of violence that threaten individuals in our community. As Chancellor, I assure you that NC State will not tolerate these offenses by any member of the campus community. Possible sanctions for being found responsible of interpersonal violence include expulsion or dismissal by the university and/or criminal prosecution. The Code of Student Conduct, sections 10.14, 10.15, and 10.16, found at http://policies.ncsu.edu/policy/pol-11-35-01, and the university’s regulation on Campus/Workplace Violence Prevention and Management, found at http://policies.ncsu.edu/regulation/reg-04-05-02, identify what conduct constitutes relationship violence (dating and domestic), sexual misconduct, stalking, and other forms of violent behavior that are prohibited at this University. In situations where an individual is found responsible for interpersonal violence, disciplinary action will be pursued in accordance with applicable student or employee disciplinary procedures. Employees in violation of the Campus/Workplace Violence and Prevention Management regulation may be placed on investigatory leave or subjected to other interim corrective measures of a non-disciplinary nature until an investigation into their conduct is concluded. Furthermore, any student who poses a risk of violence, or to protect a victim of interpersonal violence, pending a disciplinary hearing may be placed on Interim Suspension.

I want to reiterate that any form of interpersonal violence is a crime and will be treated as such. It is my hope that victims report the crime to University Police (by calling 911), however, this is a personal decision that affected individuals must come to on their own. One may also report acts of interpersonal violence anonymously through the University Police Web site (http://www.ncsu.edu/police/). Regardless
of one's decision to report the incident, victims and other affected parties may contact an advocate at the
Women’s Center’s Relationship and Sexual Violence Phone (RSVP) line, by calling 919-618-RAPE (7273). Available 24 hours a day and 365 days a year, the response line provides on-call services, including crisis intervention, confidentiality, support, resources and referrals to survivors interpersonal violence -- particularly those in campus communities. In addition, university officials, who by virtue of their positions have significant responsibility for student and campus activities, are required to report to University Police when they are notified of crimes involving interpersonal violence.

The following is a list of resources designed to help address crimes of interpersonal violence. These resources are designed to address instances and/or concerns of interpersonal violence, unlawful harassment and/or workplace violence. Please do not hesitate to use these resources whenever they are needed.

- **University Police 911**
  Responds to all reported interpersonal violence and assistance to survivors during the legal process.

- **RSVP (Rape & Sexual Violence Phone Line) 618-7273**
  Operated through the NC State Women’s Center, a 24-hour confidential crisis intervention and support for survivors of rape, sexual assault, and relationship violence in the NC State community.

- **Counseling Center 515-2423**
  Confidential counseling services; on call 24/7/365 by calling University Police.

- **Student Health Center 515-2563**
  Comprehensive gynecological care and emotional support for rape survivors and referral to a local medical facility for collection of evidence, if desired.

- **Health Promotion 515-9355**
  Teaches a sexual assault/rape prevention credit course for students who do outreach programs for men and women.

- **Women's Center 515-2012**
  Advocates trained to provide emotional support, answer questions about processes and procedures, help survivors access medical care or report the incident to campus police or student conduct and provide referrals to other resources on and off campus. Offers a course on interpersonal violence and provides a variety of education programs.

- **Student Legal Services 515-7091**
  Provides free education, advice and limited representation to students.

- **Interact of Wake County 828-3005**
  Rape crisis intervention, community education and shelter for battered women.

- **Human Resources 515-6575**
  Assistance, resources, information and educational opportunities to faculty and staff with regard to complaints or concerns of workplace violence, domestic violence, and/or workplace harassment.

- **Office for Institutional Equity & Diversity 515-3148**
  Resources, information and educational opportunities to students and employees with concerns regarding unlawful harassment and Title IX compliance.

As Chancellor, I encourage any member of the NC State University community- staff, faculty, and students- who needs support services or has questions regarding sexual misconduct, stalking, domestic
violence, dating violence, workplace harassment or workplace violence to contact our campus resources. We are equipped with trained professionals to provide assistance to you.

**University Response to Interpersonal Violence**

The Office of Student Conduct will determine whether to issue formal charges against a student for misconduct involving acts of interpersonal violence, which includes sexual misconduct, stalking, dating and domestic violence. Students subject to these charges are afforded a prompt, fair and impartial investigation and hearing. Student Conduct officials who conduct the proceedings are trained annually on how to investigate and conduct hearings in a manner that protects the safety of the victim(s) and promotes accountability. The standard of evidence used at hearings for charges of interpersonal violence is a standard of “preponderance of the evidence.” Possible sanctions for a finding of responsibility for interpersonal violence include any of the following: warning, restitution, service hours, fines, special programs, counseling, restriction of privileges, disciplinary probation, disciplinary eviction, suspension and expulsion. Student Conduct officials will determine the appropriate sanctions for findings or misconduct.

Representation by an attorney or other advocate is allowed in student disciplinary proceedings when the respondent is charged with interpersonal violence. A victim of interpersonal violence and the respondent are entitled to the same opportunities to have others present during University proceedings and shall be simultaneously informed, in writing, of the procedures of institutional proceedings and the outcome of that proceeding. In addition, the following victim's rights in cases involving interpersonal violence shall be applicable during the disciplinary process:

- The right to be accompanied by a person(s) of his/her choice
- The right not to have his/her irrelevant sexual history discussed during the hearing
- The right to remain present except during deliberation
- The right to be informed immediately of the outcome of the hearing
- The right to appeal a decision based upon the applicable grounds for appeal

These rights can be negated if the claimant forfeits his or her right through inappropriate behavior. The student disciplinary procedures and its applicable appendices, including accompanying rights, can be found at: http://policies.ncsu.edu/regulation/reg-11-35-02.

If a student living on campus is a victim of interpersonal violence and, as a result, wishes to receive a new campus housing assignment, he or she is encouraged to contact University Housing for available vacancies and to receive information concerning the room change process. Employees who are victims of interpersonal violence may also contact their relevant department or unit to request a change in their transportation or working situations.

University Student Legal Services provides free legal services, which may include legal advice, court representation and document creation and review, to currently registered NC State students. For more information contact, Student Legal Services at (919) 515-7091.
As set forth in the university’s regulation on Campus/Workplace Violence Prevention and Management, REG 04.05.02, NC State employees who commit acts of interpersonal violence in violation of the regulation are subject to disciplinary action up to and including dismissal/discharge in accordance with the applicable employee disciplinary procedures. In addition, employees in violation of the regulation may be placed on investigatory leave or subjected to other interim corrective measures of a non-disciplinary nature until an investigation into their conduct is concluded.

The university recognizes that confidentiality is particularly important to victims of interpersonal violence. A victim’s confidentiality shall be protected in accordance with University policies, including record-keeping that excludes personally-identifiable information of victims. While complete confidentiality cannot be guaranteed, every effort will be made to maintain confidentiality on a “need to know” basis.

Victims have the option to, or not to, notify and seek assistance from law enforcements and campus authorities. The university is committed to complying with all judicial no-contact, restraining and protective orders and will assist the victim in this process.

Interpersonal Violence Prevention and Response

University Police, Women's Center, and Student Health Services offer interpersonal violence education and information programs to University students and employees upon request. Literature on interpersonal violence education and University response is available through these resources. These resources provide victims of interpersonal violence information in writing about:

- The importance of preserving evidence as may be necessary to the proof of criminal domestic violence, dating violence, sexual assault, and stalking;
- The rights of victims and the institution’s responsibilities regarding order of protection, no contact orders, restraining orders, and other lawful orders issued by criminal or civil courts;
- The procedures for institutional proceedings in cases of alleged interpersonal violence;
- The availability of access to counseling, health and mental health services, victim advocacy programs and other services available to victims of sexual assault, both on campus and in the community; and
- The access victims have to academic services, living, transportation and working accommodations and other resources available on campus and in the community.

University Police recognizes the importance of providing medical assistance, emotional support, protection and a thorough criminal investigation for all reported incidents of interpersonal violence.

If you have experienced interpersonal violence at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. University Police strongly advocates that a victim of interpersonal violence report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. Any violence should be reported directly to University Police. Filing a police report will not obligate the victim to prosecute the offender, nor will it subject the victim to scrutiny or judgmental opinions by the department. Filing a police report will:

- Ensure that a victim of interpersonal violence receives the necessary medical treatment and tests;
• Provide the opportunity for the collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet or change clothing prior to a medical/legal exam); and
• Assure the victim has access to all available help resources including confidential counseling.

A victim of interpersonal violence may choose for the investigation to be pursued through the criminal justice system and Student Conduct, or only the latter. A University representative from University Police will guide the victim through the available options and support the victim in his or her decision. Various counseling options are available from the university through Student Health Center, the Women's Center, Campus Ministries, and the Faculty and Staff Assistance Program. Referrals for counseling and support services outside the university can be obtained through the NC State Counseling Center.

Anonymous Reporting of Interpersonal Violence

University Police is charged by North Carolina General Statue to investigate any crime. State law prohibits police from taking a blind or anonymous report.

The university recognizes the need for anonymous reporting (no criminal investigation). If a survivor wishes to make an anonymous report, the university encourages the use of the following departments:

• Office of Student Conduct: (919) 515-2963, http://studentconduct.ncsu.edu/
• Student Health Services: (919) 515-2563, http://healthcenter.ncsu.edu/
• Women's Center: (919) 515-2012, http://oied.ncsu.edu/womens-center/
• Women's Center’s 24-Hour RSVP (Relationship & Sexual Violence Phone Line): 919-618-RAPE (7273)
• GLBT (Gay, Lesbian, Bisexual, and Transgendered) Center: (919) 513-9742, http://glbt.ncsu.edu/
• Student Legal Services: (919) 515-7091, http://studentlegal.dasa.ncsu.edu/
• University Housing: (919) 515-2440, http://www.ncsu.edu/housing/

Role & Responsibility of Student Health Services & the Health Promotion Office

If a student goes to Student Health Services for care following an act of interpersonal violence, the student will be referred to a local hospital if he/she desires evidence collection. Student Health will provide any follow-up medical care. If evidence collection is not desired or if the interpersonal violence occurred in the past, staff members are available to help the student obtain any service desired, on or off campus. For assistance, call Women's Health Appointments (919) 515-7762, Monday-Friday, 8 a.m.-5 p.m. or Student Health Services at (919) 515-2563.

Student & Employee Education on Interpersonal Violence

New students and new employees are offered primary prevention and awareness programs to promote awareness of interpersonal violence. The program reiterates that NC State prohibits these offenses and any other form of violence; it gives new students and new employees the definitions of prohibited actions as well as the definition of consent. The program trains attendees on safe and positive options for bystander intervention and how individuals may take action to prevent harm or intervene in risky situations. The program trains new students and new employees to recognize the signs of abusive
behavior and how to avoid potential attacks. The program is available to new students and employees as well as current students and employees as an ongoing prevention and awareness campaign.

North Carolina Sex Offender and Public Protection Registry

All convicted sex offenders coming to or in North Carolina, including students, are required to register with the local county sheriff’s department for inclusion in the North Carolina Sex Offender and Public Protection Registry. This Registry may be viewed locally at the county sheriff’s department or online at: http://sexoffender.ncdoj.gov/

Interpersonal Violence Definitions:

“Consent” for sexual activity must be explicit either verbally or by evident action. The consenting party must act freely and voluntarily, have knowledge of the nature of the act and be capable of making reasonable judgment concerning it. Intoxication and/or mental or physical impairment may render a person incapable of giving valid consent. A lack of protest is not a valid form of consent and the university will not regard it as such.

“Domestic Violence” includes asserted violent misdemeanor and felony offenses committed by the victim’s current or former spouse, current or former cohabitant, by a person with whom the victim shares a child in common, or anyone else protected under domestic or family law violence.

“Dating Violence” means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.

“Sexual Misconduct” is a broad term encompassing “Sexual Exploitation,” “Sexual Harassment,” “Sexual Contact” (Without Consent) and “Sexual Intercourse” (Without Consent). Sexual misconduct can occur between strangers or acquaintances, including people involved in an intimate sexual relationship. Sexual misconduct can be committed by men or by women and it can occur between people of the same or different sex.

- “Sexual Exploitation” means taking sexual advantage of another person without consent, and includes, but is not limited to, causing or attempting to cause the incapacitation of another person in order to gain a sexual advantage over the other person; causing the prostitution of another person; recording, photographing or transmitting identifiable images of private sexual activity and/or the intimate parts (including genitalia, groin, breasts or buttocks) of another person; and allowing third parties to observe private sexual acts.

- “Sexual Harassment” is harassment based on sex, in other words, unwelcome conduct based on sex that creates a hostile environment or a quid pro quo situation. Sexual harassment may include, for example, unwelcome sexual advances and sexual favors. Sexual harassment may include acts of sexual violence.

- “Sexual Contact” (without consent), which is the deliberate touching of a person’s intimate parts (including genitalia, groin, breast or buttocks or clothing covering any of those areas); or the deliberate touching of another person with one’s intimate parts of the person; or using force to cause a person to touch his/her own or another person’s intimate parts.
• “Sexual Intercourse” (without consent) means the penetration (anal, oral or vaginal) of a person by a penis, tongue, finger or an inanimate object

“Stalking” means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others’ safety, or to suffer substantial emotional distress.

Workplace Violence

Violence in the workplace is increasing at an alarming rate. Homicide is currently the third leading cause of workplace deaths in the U.S. and assaults and violent acts being the second leading cause of workplace deaths in North Carolina. Each year, nearly one million individuals become victims of violent crime while working or while on-duty.

Six out of ten incidents of workplace violence occurred in private companies. While government employees make up approximately 18% of the total U.S. workforce, 30% of the victims of violence were federal, state, or local government employees.

Some of the early warning signs that a person may commit an act of workplace violence are: threats, unusually argumentative, doesn't cooperate with others, has problems with authority figures, frequent tardiness and extreme absenteeism, and a history of violence (especially towards people and animals).

The Risk Assessment Violence Prevention Program Manager offers training in Workplace Violence. Contact (919) 513-4224 for additional information or to schedule a large group. You may go online to view more information and sign up for scheduled training dates at http://www.ncsu.edu/ehs/risk_assessment/training.htm.

Crime Victim Rights

On July 1, 1999, the Crime Victims Rights law took effect, which established specific responsibilities for many different criminal justice agencies in regards to the notification of victims of certain crimes. This law was passed in an effort to educate the victim and keep them informed of court proceedings, victim restitution, information of the crime itself and how the criminal justice system works, conviction or final disposition and sentencing, notification of escape, release, or proposed parole proceedings, and many other rights.

For certain crimes, University Police is required to provide the victim with information concerning the availability of medical services, crime victims' compensation funds, the address and telephone number of the district attorney's office, name and telephone number of the investigating law enforcement officer whom the victim may contact, information about an accused's opportunity for pre-trial release, and the name and telephone number of the investigating law enforcement officer whom the victim may contact to find out whether the accused has been released from custody.

There are also notification requirements placed upon the District Attorney's office, correctional facilities, Attorney General's office, as well as Probation and Parole.
Crimes covered under this law include many serious felonies such as murder, voluntary manslaughter, assault with a deadly weapon, rape, and armed robbery.

To obtain more information about your rights as a crime victim or a complete list of the crimes covered under the law, contact University Police Investigations at (919) 515-2498.

**Keeping Our University Safe and Secure**

**Shared Responsibility**

Safety is a shared responsibility. University Police makes a difference, but we all have a role in making NC State a safe campus. Do your part, and you can reduce the likelihood that you will be a crime victim. If you ever need assistance, do not hesitate to call us at 911 or (919) 515-3000. We are here to help!

**Personal Safety Tips**

Learn and follow all the NC State safety and security procedures. They have been created out of concern for your welfare and in consideration for everyone's rights in the campus community.

**In residence halls:**

- Keep your door locked when your room is unattended or when you are asleep.
- Communicate with your roommate on safety issues.
- Report suspicious persons or activity immediately.
- Report doors, windows, lights or locks in need of repair.
- Keep valuables out of sight.
- Don't prop open exterior doors or allow someone to “piggy back” behind you into the residence hall.

**When walking or jogging:**

- Stay away from isolated areas.
- At night, use brightly lit, well-traveled paths.
- Walk with a friend or utilize the Safety Escort during the hours of darkness

**If you think you are being followed:**

- Cross the street or change directions.
- Keep looking back so the person will know you cannot be surprised.
- Go to a brightly lit area. Enter a store, house, residence hall or any populated building.
- Remember as much as possible about the person so you can describe them later.

**If you are held up:**

- Do not resist. No amount of money is worth the risk of your life.
- Notify University Police or Raleigh police immediately.
- Try to give a specific description of the person: height, weight, approximate age, hair color and length, clothing, jewelry, scars, etc.

**Where you live:**

- Keep all doors locked, day and night. This is the single best deterrent to the would-be thief.
• Do not let strangers in.
• Do not leave a door unlocked to anticipate a roommate or friend's arrival. Many thefts occur while the occupant is on the same floor, having left for a minute to visit a restroom or another room.

To protect your property:
• Lock your door every time you leave.
• Engrave expensive equipment and valuables with an ID number.
• Do not store your purse or wallet in an unlocked desk drawer.
• Do not leave your belongings unattended in the library, cafeteria, locker room, classroom or any public area.

To protect your car:
• Always lock your car and take the keys.
• Don't leave valuables in your vehicle.
• Park in well-lit areas.

Keep your keys:
• Do not loan your keys to anyone. Someone else's carelessness may lead to your key loss.

When you park...
• Close and lock windows and doors.
• When returning to your car, have the keys ready in hand and check underneath the vehicle and the interior before entering.

When working late in academic buildings...
• Avoid working or studying alone at night in a building.
• Keep the work area door locked.
• Do not take shortcuts when walking alone at night.
• Avoid walking alone at night. Use the "buddy system" or Call (919) 515-3000 for a safety escort during hours of darkness.
• Note locations of the nearest telephone and fire extinguisher in case of an emergency.
• Be aware of your personal surroundings and report suspicious persons or activity to the police immediately.
• Don't leave personal items unattended.

The various colleges on campus determine if or when buildings will be locked after hours. When working after hours, note if the building entrances have been secured and take individual safety precautions as well.
FIRE SAFETY REPORT

This annual report is submitted to meet the federal requirements of the Campus Fire Safety Right to Know Act, an amendment to the Higher Education Opportunity Act. It includes information about NC State fire safety policies and procedures as well as reported campus fire statistics.

Reporting a Fire

- Call 911 upon discovery of a fire of any kind, you should be connected to the Campus Emergency Communications Center.
- Provide your name, location of the fire, type of fire and a contact number to call you back if necessary, if possible stay around to talk to emergency responders.
- If the fire was small and you or someone else put it out, you still need to report it. You may use 515 – 3000 to report an incident of this nature.
- All fires, signs of a fire, must be reported to the Office of the University Fire Marshal for investigation.

University Housing Rules on Appliances, Smoking, and Open Flames

- Appliances – must be less than 1800 watts
- No space heaters
- No fireworks
- No halogen lamps
- No burners / hot plates
- All residential facilities (including E.S. King Village and Western Manor Apartments) are smoke-free. Smoking is prohibited within 25-feet of any residence hall/apartment building.
- Other restrictions (see the University Housing website for Community Standards & Guidelines at: http://www.ncsu.edu/housing/resident-handbook)

Emergency Evacuation Policy

Introduction

Emergency events that threaten the welfare, safety, or health of staff, faculty, students or visitors, though unforeseeable situations may be dealt with in such a way as to minimize the likelihood of injury or loss of life. NC State has developed procedures to help its personnel respond to a variety of emergencies. In the event of fire or potential emergency events such as severe medical situations, bomb threats, extreme weather conditions and power loss, the procedure for evacuation outlined in this policy shall be followed. Following this plan will assure a safe and orderly evacuation of the building in the shortest time. It should be noted that all buildings are equipped with fire extinguishers, emergency lighting and lighted EXIT signs, as required by law.

The university requires the cooperation of all staff, faculty, guest, and students in conducting training and drills and responding according to established procedures if such events arise. Training will be provided to assure that all employees follow appropriate emergency procedures.
The university relies upon the coordinated action of an extensive emergency response team to evacuate campus buildings quickly and effectively in emergencies. This team includes but is not limited to NC State’s Fire Marshal’s Office, University Police, Raleigh Fire Department, and the Raleigh Police Department.

**Fire Protection and Command Procedures**

In the event of an emergency necessitating the evacuation of a building, the University Fire Marshal, Deputy Fire Marshal and/or University Police shall be in command. Fire Protection officers should receive information about the nature of the emergency; ensure that the Raleigh Fire Department (911) has been called; communicate with the Fire Department, the Police Department and any other emergency organization, as required; coordinate the operations of the emergency team; and organize the evacuation of the area.

Upon the sounding of a fire alarm or an indication of a pre-signal on the monitor, a search will be conducted of the area from which the signal originates. If a fire or other emergency situation is confirmed, Fire Protection shall activate the general alarm and initiate emergency evacuation. Upon the sounding of a general alarm, a search of the building will be conducted to ensure that no one has been left in the building, to direct anyone found to an emergency exit, and assist in critical situations such as fire fighting, medical care or disabled evacuation, when requested. Faculty, employees and students shall familiarize themselves with the location of emergency exits, the locations of fire alarm pull-stations and emergency telephones nearest the areas where they work or study.

**Immediate Response Procedures**

**IN THE EVENT OF FIRE:** Any faculty, employee, or student discovering smoke and/or fire should perform the following activities as appropriate:

If fire is small:
- Report the findings at once to the supervisor if time permits;
- Attempt to extinguish the fire with a fire extinguisher; and
- Activate the nearest alarm by pulling a fire alarm pull-station or, in buildings where there is no fire alarm system, alert building occupants by word of mouth.

If fire is severe and threatening dial 911 for University Police, and provide the following information:
- Your name and location;
- Location of fire; and
- Details as requested

After reporting the fire, leave the building as quickly as possible. In case of electrical or other serious fire, no attempt should be made to deal with the fire unless such action is compatible with the safety of all concerned.

**Evacuation Procedures**

In the event that an emergency situation requires the complete evacuation of the floor or building, the following procedures will apply to all departments, employees, students, and visitors:
1. An employee discovering a fire or other emergency necessitating a general alarm shall activate the fire or necessary alarm and call University Police, 515-3000 or 911 and give appropriate information.

2. Everyone must leave the building immediately, in an orderly fashion, by the closest possible exit. Exit from emergency stairwells where indicated. Do not use elevators.

3. The first person to reach any exit door should touch it to determine if it is hot. If the door feels hot, direct evacuating persons to an alternate exit route.

4. In smokey areas, stay low (out of highest concentration of smoke).

5. Maintain a single file and keep to the right on stairways so that persons entering the stairwell from lower floors can merge safely into the line and emergency response personnel can use the opposite side.

6. Once outside, report to the designated assembly area or move far away from the building. Do not obstruct the exit doors at street level. Clear the area.

7. Remain in the assigned assembly area until instructed by the appropriate authority to return to the building or to move to a safer location.

8. Do not re-enter the building until the Fire Marshal/Deputy Fire Marshal, Raleigh Fire, or University Police give an “All-Clear” signal.

9. Obey the directions of public safety officers at all times.

**Evacuation Procedures for People with Disabilities**

At the beginning of each semester, the Disability Services Office provides the Environmental Health and Public Safety Division a comprehensive list of disabled students and the type of disability to enable the division and these students to plan for eventual evacuation. The division also maintains a list of university employees who self-identify a disability with the division. University employees and students are encouraged to communicate to University Police or Fire Marshals, as they exit, the location of any disabled person.

In the event of a fire:

- Elevators may be used for wheelchair access.
- Disabled persons are to be evacuated by the stairwells with the assistance of Marshals or Raleigh Fire.
- Generally, wheelchairs should not be carried down the stairs; a person who, for reasons of personal health or safety, may not be removed from his or her wheelchair must so inform the Marshals
- Evac-chairs, if available, should be brought to assist the non-ambulatory

In the case of fire or any other emergency, the staff duty police officer decides if a public announcement shall be made through one of the university’s emergency notification methods. All inquiries from the media shall be referred to the university’s Public Relations Director.
## Fire Statistics Regarding Fires in University Residential Facilities

### 2010 Statistics and Related Information Regarding Fires in Residential Facilities

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<th>Residential Facility</th>
<th>Number of Fires</th>
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<th>Cause of Fire</th>
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### 2011 Statistics and Related Information Regarding Fires in Residential Facilities

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## Fire Systems in University Residential Facilities

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Number of Emergency Residential Evacuation Drills

NC State conducts a minimum of one emergency evacuation drill per quarter in all University Housing buildings. The university evaluates the following areas on drills based on the 2009 North Carolina Fire Code, Section 405, Emergency Evacuation Drills and Table 405.2, Group R – 2d:

- Identity of the person conducting the drill
- Date and time of the drill
- Notification method used
- Staff members on duty and participating
- Number of occupants evacuated
- Special conditions simulated
- Problems encountered
- Weather conditions when occupants were evacuated
- Time required to accomplished complete evacuation

Fire and Life Safety Education

A fire in a University building can endanger lives and destroy property. Every member of the NC State community is responsible for preventing and properly handling common fire hazards, and for familiarity with the university’s Fire and Life Safety Education Program.

The purpose of this program is to promote the safety of the university community, prevent damage to University property, and to comply with Occupational Safety and Health Administration (OSHA) regulations.

Training Programs

Prevention is the most effective tool against fires on campus. The university community should be aware of common fire hazards in their respective places of work and residence. The leading fire hazards in University buildings include smoking materials, open flames, combustible decorations, flammable liquids, furniture, and trash. In pursuit of effective fire prevention and education the Fire Marshal’s Office has created training classes for all employees, students, and staff. These classes cover basic fire behavior, fire extinguisher use, basic medical care, evacuation procedures, and disability assistance. These classes will include power point presentations as well as hands on training in all fields. The classes are offered before the start of the academic year to new employees, as well as University Housing resident advisors and resident directors. Training is also offered to other employees and students upon request.

Fire and Life Safety Education brochures and informational materials include the following:
**If you hear a fire alarm, leave immediately.** Close doors behind you as you go. Take your room keys; if you can’t escape you may have to return to your room to wait for assistance from the Fire Department. Use stairs, never use the elevator during an emergency.

**Additional tips for cooking safety**

Never use an extension cord for a cooking appliance. It can easily overload the circuit and result in a fire. Plug them directly into a wall mounted receptacle.

Stay alert to prevent cooking fires. If you are sleepy or under the influence of alcohol you greatly increase the risk of turning to deal with a cooking fire.

Cook only with times designed for cooking. Keep the stove, burners, and oven clean.

If your oven catches fire, turn it off and leave it shut until the fire goes out and it is cool to the touch. When in doubt, just get out! Call 911 and activate the building fire alarm system as you leave the area.

---

**Student Housing Cooking Fire Safety Tips**

Living away from home involves a lot of new responsibilities—keeping your dorm, fraternity house, sorority house, or off-campus apartment safe from fire.

---

**Look familiar?**

**University Housing**

c/o Housing

 Raleigh, NC 27608

(919) 515-2664 housing@ncsu.edu

**University Fire Marshal’s Office**

c/o Safety

 Raleigh, NC 27608

(919) 515-2664 firemarshal@ncsu.edu
Cause and Prevention

College living can undoubtedly be exciting. For most students attending school outside of their hometown or state, it's their first opportunity to be independent.

For many students, this is the first time they are away from their homes, families and friends for any significant period.

While college provides new and exciting opportunities, it also introduces a myriad of new safety hazards, especially to students living in dormitories, apartments and other community locations.

Although a student may be the safest person in their school, house or neighborhood, an impeccable safety record doesn't safeguard someone against the actions of other residents in shared college housing facilities.

Therefore, it is extremely important to practice evacuating your building in a controlled manner. This will prove invaluable in the event of a cooling fire or other fire. Please take drills seriously; they are for your safety.

Cooking Safety Tips

Watch what you heat!

Use a pot lid or baking soda on a cooking fire to smother it.

Turn pot handles away from the front of the stove to avoid burn injuries.

Always have an extinguisher on hand when cooking on a grill. Don't forget your hot work permit!

Dead! Never knock down or displace smoke detectors. You can damage the fire alarm system and endanger other occupants of the building.

Dial 911 for emergencies on Campus!

The Campus phone system is designed to also 'catch' cell phone calls to route your emergency calls directly to the University Police Department. They can also be reached at 911-3000.
If you hear a fire alarm, leave immediately. Close doors behind you as you go. Take your room keys; if you can’t escape you may have to return to your room to wait for assistance from the Fire Department. Use stairs, never use the elevator during an emergency.

Tips for Parents of Students choosing to live off campus:
- Look for housing with automatic fire sprinklers
- Make sure there are working smoke detectors on each level
- Ensure your student knows two ways out of their residence or building
- Encourage them to check the cushions of furniture for smoking cigarette butts after parties
- “Candle” with care
- Invest in an escape ladder for 2nd or 3rd floor bedrooms
- Use only UL listed power strips
- Buy and teach them how to use a fire extinguisher
- Good housekeeping reduces fire load

NC STATE UNIVERSITY

Student Housing
Fire Safety Tips

Living away from home involves a lot of new responsibilities— including keeping your dorm, fraternity house, sorority house or off campus apartment safe from fire.

NC STATE UNIVERSITY

University Housing
202 Hinton-Hill
Raleigh, NC 27695
(919) 515-2504 housing@ncsu.edu

University Fire Marshal’s Office
202 Hinton-Hill
Raleigh, NC 27695
(919) 515-2252 fire marshal@ncsu.edu
Cause and Prevention

Fire Prevention Tips

Use only UL listed appliances and devices. Don't overload electrical sockets.

Don't block exits or store materials in stairwells.

When you hear the fire alarm, exit the building quickly and calmly.

Fire extinguishers are tools for protection, not play. Please respect their importance.

Spill items away from an open flame. Never store chemicals near electronics.

Never take down smoke detectors. You can damage the Fire Alarm System and endanger other occupants of the building.

Only activate pull stations in a REAL emergency. Tampering with Fire Alarm devices is against the law.

DIAL 911 for emergencies on Campus.

The Campus phone system is designed to also "capture" cell phone calls to route your emergency calls directly to the University Police Department. They can also be reached at 515-3300.
Help Resources

Important Phone Numbers:

University Police Emergency: 911
University Police 24-hour non-emergency: (919) 515-3000
Raleigh Area Emergency (off campus): 911
RSVP Line (Relationship and Sexual Violence Phone Line) 24-hours: (919) 618-7273
INTERACT Rape Crisis/Sexual Assault Center (24-hour crisis line): (919) 828-3005

Student Health Services: (919) 515-2563
http://healthcenter.ncsu.edu

Health Promotion Office: (919) 515-9355
http://healthcenter.ncsu.edu/health-promotion/

Counseling Center: (919) 515-2423
http://healthcenter.ncsu.edu/counseling-center/

Women's Center: (919) 515-2012 http://oied.ncsu.edu/womens-center/

GLBT (Gay, Lesbian, Bisexual, and Transgendered) Center (919) 513-9742
http://glbt.ncsu.edu

Student Legal Services: (919) 515-7091
http://studentlegal.dasa.ncsu.edu/

Duke Raleigh Hospital Emergency Room, 3400 Wake Forest Road: (919) 954-3270

Rex Hospital 4420 Lake Boone Trail: (919) 784-3100

Wake Medical Center's SOLACE Center: (919) 828-3067
(For emergency rape and sexual assault treatment and/or evidence collection)

Human Resources: (919) 515-2135
http://www.ncsu.edu/human_resources/

Office for Institutional Equity and Diversity: (919) 515-3148
http://oied.ncsu.edu/oied/

Risk Assessment Case Manager: (919) 513-4224 http://vptm.ehps.ncsu.edu/about/risk-assessment-case-manager/