



**SULLIVAN**  
COUNTY COMMUNITY COLLEGE  
S • U • N • Y

Jan. 1, 2020 to Dec. 31, 2020  
Campus Security and Safety Report

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**INTRODUCTION:**

The purpose of this report is to provide our faculty, staff, and students with campus security and safety information in order that their experiences at SUNY Sullivan may be safe and enjoyable. This report is prepared by the SUNY Sullivan Public Safety Office and any questions regarding it should be directed to Public Safety, located in C114, or telephone 434-5750 ext. 4315. This report was published August 25, 2021.

This report is filed as required by the federal “Crime Awareness and Campus Security Act,” (hereafter referred to as the Campus Safety Act) which was last amended in 1998. This report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off campus buildings or property owned or controlled by SUNY Sullivan, and on public property within, or immediately adjacent to, and accessible from the campus. This report also includes institutional policies concerning campus security, alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters. To obtain these crime statistics, access the U.S. Department of Education website at: <http://www.ope.ed.gov/security/Search.asp>.

To get a copy of the full report and crime statistics, contact the Director of Public Safety in the C Building, C114, 434-5750 ext. 4481. This information is also available on the SUNY Sullivan website.

**CAMPUS SECURITY OBJECTIVE:**

The objective of Public Safety is to provide a safe environment for teaching and social endeavors and to protect the lives and property of the students, employees, and visitors to SUNY Sullivan. This objective is pursued within the framework of SUNY Sullivan’s rules and regulations and all local, state, and federal laws. The investigation of crimes committed on campus fall under the jurisdiction of the Sullivan County Sheriff with assistance from the Director of Public Safety and his assistants. Public Safety maintains an excellent rapport with the local law enforcement agencies and works closely with them to maintain a safe campus.

The college upholds the rights of students and staff to know of incidents which occur on campus, measures taken to promote precautions, and swift effective responses to crises. The responsibility for maintaining personal and campus safety is shared by all students, faculty, and staff of the College.

SUNY Sullivan and Public Safety recognize the necessity of a community which is open and intellectually stimulating, where diversity of ideas is valued and every person’s safety, dignity and autonomy is respected whether they are students, faculty, or staff, and regardless of race, ethnicity, age, religion, class, national origin, gender, sexual orientation, or disability.

## **THE CAMPUS SEX CRIMES PREVENTION ACT:**

The Campus Sex Crimes Prevention Act (section 106 of Public Law 106-39) is a federal law enacted on October 28, 2000 that provides for the tracking of convicted sex offenders enrolled at or employed by institutions of higher education. This law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State, concerning registered sex offenders, may be obtained. In New York, you can obtain this information by contacting the Division of Criminal Justice Services at 1-800-262-3257 or visiting their web site at <http://www.criminaljustice.state.ny.us>.

## **TITLE IX**

Title IX of the Education Amendment assures that no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.

The protections of Title IX also extend to sexual harassment and sexual assault or violence that impairs or interferes with access to equitable educational and employment opportunities. Title IX is applicable to all members of the campus community, individuals doing business with the campus, those utilizing campus facilities, and those who engage in volunteer or work activities in connection with, or for, SUNY Sullivan.

SUNY Sullivan's Title IX Administrators are Stephanie Smart, and Pierre Laroche. Ms. Smart reviews, updates, and implements current Title IX policies, coordinates appropriate training and resources, and ensures effective and timely responses to employee complaints of sexual violence, misconduct, discrimination, or harassment at the college. Student complaints of sexual violence, misconduct, discrimination, or harassment at the college should be directed to Pierre Laroche.

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## **ACCESS TO CAMPUS FACILITIES:**

All campus roadways, parking lots, grounds, and buildings are regularly patrolled by Public Safety and the Sheriff's Office. During business hours, the College is open to the general public to attend campus activities. During non-business hours, all College buildings are locked and patrolled, and access to the main campus is permitted to faculty, staff, and students through Public Safety only with proper authorization.

Residence Halls - All student resident hall ground floor entry and exit doors are locked 24 hours a day. Access to the residence hall is limited to the students and their guests according to guest

procedure presented by resident hall staff. The resident hall security desk located at the main entrance is manned 24/7 while there are students present. Resident students are provided access to the main entrance of the residence hall via a special identification card with a chip read by a card reader at the door and to their rooms. Access to the residence hall by college employees is on an “as needed “ basis and is strictly monitored. Students are made aware of safety concerns and prevention tips through brochures, pamphlets, websites, email, floor meetings and hall presentations.

### **REPORTING OF ON-CAMPUS CRIMES AND INCIDENTS:**

The Director of Public Safety records crime and incident statistics throughout the year. These statistics are totaled at the end of the year and reported to the United States Department of Education and made available to the public on the SUNY Sullivan website. The last section of this report contains campus crime statistics including arrests and disciplinary referral made to campus authorities for alcohol, drugs, and weapons possession. As defined by the Campus Safety Act, a referral is an instance when a student is formally reported in writing to a college officer for possible sanction.

As required by the Campus Safety Act, SUNY Sullivan must include hate crime statistics in this report. A hate crime occurs when a person is victimized intentionally because of his/her actual or perceived race, gender, religion, sexual orientation, ethnicity or disability.

Formal requests for crime statistics for areas defined as “public property” and “non-campus buildings and property” were made with local and state law enforcement for the main campus and all off site locations. The definitions of these offenses, which are defined in the “Uniform Crime Report” and the “Crime Awareness and Campus Security Act,” appear later in this report.

### **DAILY CRIME LOG:**

Public Safety maintains a daily log of crimes and incidents occurring on campus that is available for the public to view. This information is recorded by date, time, general location, and disposition of the complaint. The daily log is available at the Public Safety Office Monday through Friday from 9:00 AM to 5:00 PM

### **CAMPUS SECURITY AND RELATIONSHIP WITH LAW ENFORCEMENT:**

The SUNY Sullivan Public Safety Office is responsible for the investigation and documentation of incidents that occur on campus. The primary law enforcement agency for the campus and residence halls, with assistance from the New York State Police and Fallsburg Police Department, is the Sullivan County Sheriff’s Office.

Peace Officers assigned to the Public Safety Office have received all training mandated by the State of New York including First Aid, CPR and AED training. Additional education has been

provided in areas including NIMS, Active Shooter, and Incident Reporting. Security staffing support is as follows:

1. The Public Safety Office is staffed twenty-four hours a day, seven days a week by either uniformed security officers or armed peace officers.
2. Uniformed security staffing levels are adjusted throughout the year as appropriate. Staffing levels are highest during the fall and spring semesters.
3. Immediate response to emergencies is provided by Public Safety personnel and when necessary by the Sullivan County Sheriff, State Police and Fallsburg Police Department.
4. The College contracts and has a Memorandum of Understanding with, the Sullivan County Sheriff Office, to provide additional patrols during the evenings, as well as a School Resource Office during the day, during the fall and spring semesters. In addition, the Memorandum of Understanding authorizes the Sullivan County Sheriff's Office to investigate all serious felonies on campus as well as missing students.
5. Additional Uniformed Security Officers and/or Sullivan County Sheriff Deputies are provided as needed for special events.

Criminal activity at off-campus property is monitored by the Public Safety Office in cooperation with the local law enforcement agencies. Students involved in off-campus situations involving alcohol/drug offenses or other criminal activities may be referred for campus disciplinary procedures.

#### **INVESTIGATION OF VIOLENT FELONY OFFENSES & MISSING STUDENTS:**

Article 129-A of the New York State Education Law requires all public, private, community colleges and universities in New York State to adopt and implement rules and a plan for investigating violent felony offenses committed on campus and also for the investigation of any report received of a missing student who resides on campus. Furthermore, the law requires that the plan shall provide for coordination with local enforcement agencies, and shall include written agreements with these agencies for the prompt investigation of these crimes. In compliance with this requirement, SUNY Sullivan has an understanding with the Sullivan County Sheriff office, establishing guidelines for the coordination of law enforcement efforts on the campus and the investigation of crimes, including those listed above.

If a member of the campus community has reason to believe that a student who resides in campus housing is missing he or she should immediately notify Campus Public Safety at 845 4345750 ext.4315. Public Safety will generate a missing person report and initiate an investigation in conjunction with local law enforcement.

#### **ADVISORY COMMITTEE ON CAMPUS SECURITY:**

As required by Article 129-A of the New York State Education Law, SUNY Sullivan maintains an Advisory Committee on Campus Security. This committee meets during the year to review,

and recommend improvements to SUNY Sullivan policies and procedures relating to a variety of security and personal safety issues.

### **CRIME PREVENTION ACTIVITIES:**

The SUNY Sullivan campus is a safe and secure environment; however, it is a public access facility, and we cannot guarantee who is on the campus and for what purpose. You must be alert for your own safety and security. Listed below are some suggestions for your safety:

- Pay careful attention to your personal belongings. Keep purses, gym bags, book bags and wallets in your view or under lock and key. Because textbooks are expensive, they may be a temptation to a thief. Put your name on each book, and do not leave your books unattended. Lock your car doors each time you leave the car.
- Leave nothing in your car within view of a potential thief. Do not, for instance, store your books on the back seat.
- Have your car keys in hand before leaving a building.
- Evening students in particular are encouraged to walk in groups to cars and bus stops after leaving class or the Library. The Public Safety Office will provide an escort service to anyone requesting assistance when going to their vehicle.
- Members of the College community are urged to secure their valuables and be aware of their surroundings.
- Additionally, the following security measures are in place for your safety:
- Public Safety in conjunction with other departments hold educational programs on a variety of topics including personal safety awareness, rape awareness and sexual assault prevention training.
- Information on safety and security is provided to students and employees upon request via seminars, crime alerts, campus email, posters, and the college student newspaper.
- During orientation, students are informed of safety programs and the safety services available on campus.
- By calling 845-434-5750 ext.4315 from an outside phone, a person may request that a Public Safety Officer accompany them between buildings, to his/her automobile, or to the bus stop.
- To contact the Public Safety Office for an emergency, while on campus, dial 360 from any college phone. This call will go directly to the Public Safety Officers radios.
- The Public Safety Office will assist students and staff in obtaining and enforcing Orders of protection when necessary.

### **BIAS CRIMES INFORMATION:**

Generally, a person commits a hate crime when he or she commits a specified offense and is motivated in whole or in part by bias on the part of the offender toward the race, color, national origin, gender, religion, sexual orientation, age (sixty or older), or disability of the victim.

Penalties for bias related crimes range from monetary fines up to a minimum of twenty years in prison, depending on the nature of a specific offense. Specific information regarding hate crime

offenses and related penalties may be obtained from article 485 of the New York State Penal Law.

Whenever a member of the College community becomes a victim of a bias related crime, that member shall notify the SUNY Sullivan Public Safety as soon as possible. Public Safety will respond, ascertain information for a report, and make the following notifications as appropriate:

- Sheriff's Office
- President's Office
- Dean of Student Development Services
- Human Resources (if faculty or staff is involved)
- Other notifications where warranted

All reports of bias crimes will be investigated and perpetrators will be subject to administrative discipline consistent with SUNY Sullivan policies and procedures as well as criminal prosecution as allowed by law.

The SUNY Sullivan Counseling and Public Safety Office are available to assist any individual who believes they are the victim of a bias crime. The services include not only the coordination of intervention with other campus departments, but can also provide referrals to off-campus agencies.

The Public Safety Office utilizes the following methods to inform students, faculty and staff about security measures on campus:

- SCCC website
- Annual Campus Security & Safety Report
- Student Rights and Responsibilities Handbook
- Professional Staff Handbook
- Informational brochures issued by the Security Department

### **SEXUAL CRIMES INFORMATION:**

SUNY Sullivan is committed to creating a community free from violence. Sexual assault, harassment, dating/domestic violence and stalking as defined by State and Federal law will not be tolerated at SUNY Sullivan, College supported events or activities, or at functions of recognized student organizations, on or off campus. SUNY Sullivan will take action, as needed, to discourage, prevent, correct and if necessary, discipline behavior that violates this standard of conduct. Such discipline will depend on the nature of the offense and may range from a disciplinary warning up to and including expulsion from the college. More detailed information related to disciplinary process and sanctions may be found in the Student Code of Conduct Handbook.

Additionally, such offenses may constitute crimes according to Federal and New York State Law and would be subject to criminal prosecution.



Confidentiality is fundamental to all aspects of cases dealing with sexual assault. The names of sexual assault victims shall not be revealed by persons responsible for implementing and enforcing the provisions of this policy, except with the consent of the victim.

### **GENERAL DEFINITION OF TERMS**

Sexual Assault is defined as any sexual contact/ intrusion/ penetration that is absent or without consent by all parties. Examples include, but are not limited to: a) touching breasts or another's genitals without their consent (through clothing or skin to skin contact), b) having sexual contact/ intrusion/ penetration with someone who is incapacitated (one who is incapable of making a rational decision; e.g. from alcohol/drug usage), c) continuing sexual activity after either party has made clear, either verbally or by conduct, that they do not wish to have physical contact.

Dating/Domestic Violence is the intentional use of abusive tactics and physical force in order to obtain and maintain power and control over an intimate partner.

Stalking is defined in general terms as engaging in a course of conduct or repeatedly committing acts towards another person, including following another person without proper authority with either: intent to place the person in reasonable fear of bodily injury, or intent to cause substantial emotional distress to the person.

### **APPLICABLE LAWS & PENALTIES**

New York State laws applicable to sexual assault are found in Article 130 of the New York State Penal Code. The laws provide the legal definitions of sex offenses. One significant element of every sex offense is the lack of consent.

New York State Law has clarified what is considered "consent" with regard to sexual activity. Sexual activity requires "affirmative consent" by all parties involved.

#### *Definition of Affirmative Consent*

Affirmative consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity or gender expression.

- a) Consent to any sexual act or prior consensual sexual activity between or with any party does not necessarily constitute consent to any other sexual act.
- b) Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol.
- c) Consent may be initially given but withdrawn at any time.
- d) Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitation may be

caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending upon the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and, therefore, unable to consent.

e) Consent cannot be given when it is the result of any coercion, intimidation, force or threat of harm.

f) When consent is withdrawn or can no longer be given, sexual activity must stop.

Underage persons cannot legally consent to sexual activity. The age of consent in NYS is 17.

In part, the law defines various offenses and applicable penalties as follows:

- **Sexual Misconduct**, a class A misdemeanor, up to 1 year imprisonment
- **Rape in the Third Degree**, a class E felony, up to 3 years imprisonment
- **Rape in the Second Degree**, a class D felony, up to 19 years imprisonment
- **Rape in the First Degree**, a class B felony, up to 25 years imprisonment
- **Criminal Sex Act in the Third Degree**, a class E felony, up to 3 years imprisonment
- **Criminal Sex Act in the Second Degree**, a class D felony, up to 10 years imprisonment
- **Criminal Sex Act in the First Degree**, a class B felony, up to 25 years imprisonment
- **Sexual Abuse in the Second Degree**, a class A misdemeanor, up to 1 year imprisonment
- **Sexual Abuse in the First Degree**, a class D felony, up to 10 years imprisonment
- **Stalking in the Fourth Degree**, a class B misdemeanor, up to 6 months imprisonment and a fine
- **Stalking in the Third Degree**, a class A misdemeanor
- **Stalking in the Second Degree**, a class E Felony
- **Stalking in the First Degree**, a class D Felony
- **Sexual Assault**

Allegations of sexual assault or rape should be reported Public Safety at the emergency number 434-5750 ext. 4315 or to a local law enforcement agency.

The SUNY Sullivan Counselors provide confidential personal counseling and crisis intervention services to victims of sexual assault. The focus of the interaction will be to deal with the issues surrounding the assault or rape with a goal of assisting the victim in returning to her/his previous level of functioning. This is done through non-judgmental, supportive counseling. The College Counselors routinely makes referrals to community agencies to ensure that students' personal needs and issues are addressed in the most comprehensive manner possible.

All contacts will be kept strictly confidential. The Crime Victims Assistance Program and other services, available through local Sheriff and hospitals, provide comprehensive services to rape and sexual assault victims. Referrals will be made through the Health and Counseling Offices at SUNY Sullivan

*IF YOU HAVE BEEN SEXUALLY ASSAULTED:*

- Go to a safe place. Call someone you trust for support. You may also call RISE (Rape Intervention Services and Education) at 845-791-9595 or 845-794-3300 x2442. RISE provides crisis intervention 24 hours a day, 7 days a week. Trained staff and volunteers are on hand at all times to provide understanding and confidentiality to callers. For more information or short-term support, SUNY Sullivan offers two full-time credentialed counselors.
- Help preserve evidence. Don't change anything about the scene where the assault occurred.
- Don't wash any part of your body, comb your hair or change clothes.
- Get medical attention as soon as possible. A medical examination is important to detect injury and for possible protection against a sexually transmitted disease or pregnancy.
- If you do want to prosecute, it is essential to have a rape exam at a hospital emergency room soon after the assault. The nearest hospital to SUNY Sullivan is Catskill Regional Medical Center, located at 68 Harris Bushville Road Harris, NY. To increase your options later, this exam is recommended, even if you are unsure about prosecution.

Following a sexual assault, you may feel shock, embarrassment, shame, guilt, disbelief, anger, anxiety or nothing at all. These are all normal reactions to a violent crime.

Remember, **IT IS NOT YOUR FAULT.**

Sometimes months or even years after an assault, survivors re-experience feelings they had immediately following the attack. Counseling or support groups may help at these times.

Decisions made after a sexual assault are difficult; there are no right answers, only what is right for you. Get the support you deserve.

**STUDENT/VICTIM/SURVIVOR BILL OF RIGHTS**

The State University of New York and SUNY Sullivan are committed to providing options, support and assistance to victims/survivors of sexual assault, domestic violence, dating violence, and/or stalking to ensure that they can continue to participate in College-wide and campus programs, activities, and employment. All victims/survivors of these crimes and violations, regardless of race, color, national origin, religion, creed, age, disability, sex, gender identity or expression, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction, have the following rights, regardless of whether the crime or violation occurs on campus, off campus, or while studying abroad:

*ALL STUDENTS HAVE THE RIGHT TO*

1. Make a report to local law enforcement and/or state police;
2. Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously;

3. Make a decision about whether or not to disclose a crime or violation and participate in the judicial or conduct process and/or criminal justice process free from pressure from the institution;
4. Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard;
5. Be treated with dignity and to receive from the institution courteous, fair, and respectful health care and counseling services, where available;
6. Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations;
7. Describe the incident to as few institutional representatives as practicable and not to be required to unnecessarily repeat a description of the incident.
8. Be free from retaliation by the institution, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the institution;
9. Access to at least one level of appeal of a determination;
10. Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the judicial or conduct process including during all meetings and hearings related to such process;
11. Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the College.

### OPTIONS IN BRIEF

Victims/survivors have many options that can be pursued simultaneously, including one or more of the following:

- Receive resources, such as counseling and medical attention;
- Confidentially or anonymously disclose a crime or violation (for detailed information on confidentiality and privacy, visit [sunysullivan.edu/campus-life/title-ix/](http://sunysullivan.edu/campus-life/title-ix/)).
- Make a report to:
  - o An employee with the authority to address complaints, including the Director of Human Resources and Affirmative Action/Title IX Coordinator, and/or the Director of Student Conduct
  - o Campus Police;
  - o Local law enforcement; and/or
  - o Family Court or Civil Court.

Copies of this Bill of Rights shall be distributed annually to students, made available on the College's website, and posted in each campus residence hall, dining hall, and student union or campus center and shall include links or information to access the Sexual Violence Response Policy below and the Options for Confidentially Disclosing Sexual Violence.

### **SUBSTANCE ABUSE AND SEXUAL ASSAULT**

Some basic facts on the criminal use of sedating substances to facilitate sexual assault:

For centuries alcohol has been used to facilitate sexual assault. Today it remains the substance most frequently associated with date rape, and the most accessible sedating substance. Other sedating drugs are increasingly being misused to commit sexual assault by spiking victims' beverages. These are referred to by a number of street names of which you should be aware. These include Liquid Ecstasy, Liquid X, Grievous Bodily Harm and Easy Lay for GHB, and Special K for ketamine. Common street names for Rohypnol include Roofies, Roachies, La Rocha and the forget pill.

The physical effects of alcohol and sedating drugs are very similar and include impaired judgment and motor coordination, dizziness, confusion and extreme drowsiness. If enough alcohol or sedating substances are consumed, an individual may fall unconscious or may not remember the details of what occurred. *Depending on the substance and the presence of alcohol and other drugs in the person's system, more dangerous and sometimes life-threatening side effects may occur.*

How to reduce the risk of being drugged and sexually assaulted:

- Do not leave beverages unattended.
- Do not take any beverages, including alcohol, from someone you do not know well and trust. At a bar or club, accept drinks only from the bartender or server.
- At parties, do not accept open-container drinks from anyone.
- Be alert to the behavior of friends and ask them to watch out for you. Anyone extremely intoxicated after consuming only a small amount of alcohol may be in danger.

Most importantly, remember that whether you follow these tips or not, if someone sexually assaults you, it is *not* your fault. You are *never* to blame for someone else's actions.

## **PRECAUTIONS**

Even the best self-defense program cannot completely prevent sexual assault.

Be aware that everyone is a potential victim of sexual assault. The most vulnerable target is a woman alone. It is a myth that assault is provoked by a woman's dress or mannerisms. Opportunity and vulnerability are the key factors. Over 80 percent of all sexual assaults are committed by an acquaintance of the victim, but almost half of these victims tell no one about the attack. Many attacks begin with casual conversation. If your gut-level response to a stranger or friend is uneasiness, try to get out of the situation as quickly as possible, even if it means being rude or making a scene. The keys to prevention are awareness, trusting your intuition, and assertive behavior. Take the time to think ahead about what you might do in the event of an attack.

The following tips are designed to increase your awareness of personal safety and to encourage you to think ahead about how you would react if assaulted:

- Be alert to your surroundings
- Know your route and stay in well-lighted areas. Walk confidently.

- Walk with other people whenever possible.
- Consider carrying a whistle on your key chain and use it if you find yourself in danger. Know the locations of public and blue light telephones, and keep change handy. If you are walking alone, don't use headphones; they distract you and prevent you from being alert.

**If you travel by car:**

- Always keep your car locked, while you are riding and when it is parked.
- When returning to your car, do so with your keys in your hand.
- Check the back seat before you get in.
- After you get in, re-lock the car immediately and keep the windows up.
- Do not stop to assist stalled drivers. Drive on and call law enforcement.
- Do not accept assistance if your car is stalled. Tell anyone who offers help to call the police.
- Do not pick up hitchhikers.

**If you travel by bus:**

- Go to the bus stop with other people whenever possible, particularly at night.
- Don't accept rides from strangers.
- If you feel you are being followed
- Walk to the nearest occupied or well-lighted building, not to your car or a bus stop. If on campus, contact campus public safety for assistance; if off-campus, call 911. Note the appearance of the person or persons; note the license plate number of the car. Your personal safety should come before the security of belongings, such as books, bags, etc. When in doubt, leave them behind.

**If you feel threatened:**

- Shout "Leave me alone." Others may hear you and/or the potential criminal may be frightened away.
- Trust your instincts. If you feel in danger, you probably are; don't be embarrassed to seek assistance.

**At home:**

- Keep the doors and windows locked. Ask repair, service or delivery persons for identification or have them wait outside while you call to verify their employment.
- Learn to **defend yourself**.
- **Teach children** about the potential for sexual assault and what to do if they are ever approached inappropriately. Children should be told that they are never responsible for sexual assault and to tell a trusted adult if an assault should ever occur.

**Report all incidents** to Public Safety if on campus, to law enforcement if needed.

## **SEXUAL HARASSMENT**

Sexual harassment includes any unwanted verbal or physical sexual advances, requests for sexual favors, sexually explicit derogatory remarks, and sexually discriminating remarks which are offensive or objectionable to the person at whom they are directed or which cause a person discomfort or humiliation.

Sexual harassment can be as subtle as a look or as blatant as rape. Women are most often, though not solely, its victims.

Verbal harassment may include “humor” or “jokes” about women, sex, or sexual orientation, or remarks connecting a person’s sex with intellectual or academic abilities. Whether verbal or physical, sexual harassment is an act of aggression. It is a violation of both federal (Section 703 of the Civil Rights Act of 1964 and Title IX Education Amendments of 1972) and New York State Human Rights law.

Verbal harassment may include: sexual innuendos and comments and sexual remarks about clothing, body, or sexual activities; suggestive or insulting sounds; sexual propositions, invitations or other pressure for sex (“My office hours are limited. Why don’t you come by my house, or we can have dinner, and get to know each other better in privacy.”); implied or overt threats (“It’s simple; if you want to pass the course, you have to be nice to me and sex is the nicest thing I can think of. It’s up to you.”)

Physical harassment may include: patting, pinching or other inappropriate touching or feeling; brushing against the body; attempted or actual kissing or fondling; coerced sexual intercourse.

Other kinds of sexual harassment may include: leering or ogling (for example, an advisor who meets with a student and stares at her breasts); obscene gestures. If you feel you are being sexually harassed at SUNY Sullivan, you may request help from several sources:

- Allegations of sexual harassment should be reported to the Learning Center counselors in rooms E212D or E212C, or by calling x4335 or x4241.
- The Title IX Coordinator can be contacted at extension 4253.
- Allegations involving SUNY Sullivan staff may also be reported to Human Resources, Stephanie Smart at extension 4268.

After hearing your complaint, several courses of action may be proposed, including contacting the department head of the faculty member or staff person involved with mediated discussion and/or hearings, which ensure confidentiality. In cases of physical harassment, public safety personnel will be called if necessary. They will investigate sexual harassment complaints and institute the formal procedures for resolving them.

**CAMPUS AND COMMUNITY RESOURCES:**

The following programs and services are available in Sullivan County to provide assistance to you in an emergency situation or for on-going support in dealing with and recovering from a sex offense.

**SUNY Sullivan**

|                              |                             |              |
|------------------------------|-----------------------------|--------------|
| Student Health Services      | X4419                       | H012         |
| Counseling                   | 845-434-5750 x4335<br>x4241 | E212D, E212C |
| Dean of Development Services | x4263                       | J109         |
| Title IX Coordinator         | x4320                       | E212K        |

**Community Resources**

|                              |              |
|------------------------------|--------------|
| Sullivan County Sheriff      | 845-794-7100 |
| Fallsburg Police Department  | 845-434-4422 |
| New York State Police        | 845-292-6600 |
| Sullivan County Health Dept. | 845-292-5910 |

**Community Services:**

|   |                                    |
|---|------------------------------------|
| RISE (Rape Intervention Services and Education) | 845-791-9595<br>845-794-3300 x2442 |
|---|------------------------------------|

No matter where or when the assault occurred, support and referral resources are available to help you in notifying local law enforcement.

**HOW TO REPORT A CRIME:**

All criminal incidents and emergencies should be reported to the Public Safety Office located in C115, in person or by telephone 845-434-5750 ext 4315. Our emergency phone number from an on-campus phone is 360. If necessary, the Sheriff's Office will be informed.

Public Safety will record, classify, and log all reports received. Individuals reporting incidents will be informed of their rights and given an opportunity to file a Sheriff report for insurance or criminal purposes. All reported incidents are reviewed on an ongoing basis to determine patterns and required corrective action. Any incident of serious nature will be immediately reported to the President or her/his designee. A strong working relationship between Public Safety and the local law enforcement will be maintained.



**ANONYMOUS REPORTING POLICY:**

If you have seen a crime on campus and wish to report it to us anonymously, please use the form at <http://www.sunysullivan.edu/campuslife/reporting/>. Your identity does not need to be revealed and we will investigate all submissions.

Please note that this is an anonymous report and is intended to provide tips and leads for College Public Safety, and/or the Police. Our ability to fully investigate criminal incidents based solely on anonymous reporting may be limited due to legal restrictions. We guarantee anonymity and therefore cannot recontact you for additional information. If you wish to be contacted for additional information, please provide your contact information so that we may follow up on your report. Your contact information will always be kept confidential unless you choose to become actively involved in an investigation and agree to the use of your name.

**LOITERING:**

All visitors to the College not having an acceptable, legitimate reason for being on campus are subject to prosecution for loitering under the provisions of Section 240.35 of the New York State Penal Law. In addition, they could be subject to arrest for Criminal Trespass.

**SELLING, PEDDLING, SOLICITING, ETC. ON CAMPUS:**

Selling merchandise or services, soliciting funds, advertising or distributing leaflets or flyers is strictly prohibited without prior consent from the Office of Student Activities. Additionally it is a violation of Sullivan County Law and may result in arrest.

**WEAPONS ON CAMPUS:**

Firearms and dangerous weapons of any type are not permitted on campus. Intentional use, possession, or sale of firearms or other weapons is strictly forbidden and is a violation of state and college policy. The Student Code of Conduct explains the College's policy regarding weapons on campus.

**POLICY ON ALCOHOL AND DRUGS:**

Alcohol and drug abuse are devastating both to the user and to the College community. Substance abuse is a major cause of accidents, and can seriously affect academic performance and campus morale. In addition, under local, state, and federal laws, illegal use of drugs and alcohol is a serious crime.

Conviction of a felony carries serious consequences, including loss of citizenship rights during the period of sentence and a possible jail term. Convictions may also jeopardize future employment opportunities.

The college policy prohibits alcohol and illegal substances on campus. Violators of this policy will be subject to appropriate disciplinary action. The Student Code of Conduct explains the College's policy regarding the use of alcohol and illegal substances.

Further information on the legal consequences of alcohol and drug abuse is available from the Counseling office, the office of the Dean of Student Development Services, and from the Public Safety Office.

### **CARS ON CAMPUS:**

SUNY Sullivan is pleased to offer free parking to students, faculty, staff and members of the general public attending events on campus. SUNY Sullivan assumes no liability for theft, loss or damage to vehicles on College property. We encourage you to keep your vehicle locked and to remove attractive articles from view.

### **LOST & FOUND:**

The lost and found program is handled by the Public Safety Office. Found items should be taken to the Public Safety Office. If you have lost an item you can call Public Safety or go to their office to see if it has been turned in.

### **COLLEGE IDENTIFICATION CARDS:**

All members of the college community must obtain a photo identification card. This can be done at the Student Activity Rm. H122. Once you have your SCCC ID you must carry it with you whenever you are on campus.

### **EMERGENCY NOTIFICATION SYSTEM**

SUNY Sullivan has partnered with Everbridge (<http://member.everbridge.net/index/892807736728364>) to provide an emergency alert system. This system is capable of delivering messages to your SUNY Sullivan and personal email addresses, as well as your land line and cell phone.

Enroll by visiting the One Stop Center in E Building.

Timely Warnings – members of the campus are notified of crimes that may pose a threat to their safety and well-being through the issuance of a timely warning. Timely warnings are generally issued for serious or ongoing threats to enable students and employees to protect themselves and to prevent further crimes from occurring. The decision to issue a timely warning is made on a case by case basis by Public Safety in consultation with the college administration. Considering all of the facts, timely warnings are issued without delay, as soon enough pertinent information is available. Timely warnings may be distributed in one or more of the following ways: college websites, campus email, flyers and posters and the Everbridge Emergency Notification System.

## **EMERGENCIES ON CAMPUS**

All criminal incidents and emergencies should be reported to the Public Safety Office in person or by telephone. The on campus emergency phone number, from any campus phone is 360. When necessary, Public Safety will notify the Fire Department, EMS or the Sheriffs Office of the emergency.

## **BUILDING EVACUATIONS**

A building evacuation, for fire or other reasons, is an event that may directly affect the life and/or safety of persons on our campus. As such, building evacuations and building evacuation drills require the active participation and support of all college employees and should be carried out by each of you in a manner befitting a representative of SUNY Sullivan. Evacuation drills are conducted at the beginning of each semester, both during the day and evening, and during the school year. In the event of a building evacuation, the SUNY Sullivan Public Safety Office has primary responsibility to initiate and coordinate an appropriate response, including notification of emergency services and the college administration. Public Safety will be dispatched to assist in effecting an orderly and efficient evacuation and will provide specific instructions to building evacuees as appropriate. You must comply with instructions given by Public Safety and Staff.

Your primary responsibility in the event of a building evacuation is to immediately, safely and efficiently exit the building via the shortest safe route. ALL evacuation alarms must be treated as real, even if there are multiple alarm activations within the same day. Additionally, your adherence to the following simple guidelines is necessary to help ensure the safety of all building occupants during an evacuation:

- If you see a fire, **immediately** pull the nearest fire pull station to initiate the fire evacuation alarm.
- If you receive an unconfirmed report of fire or smell smoke, immediately call the SUNY Sullivan Public Safety Emergency number 360 from any campus phone, or 845-434-5750 ext.4315 from an outside line. Public Safety will be dispatched to investigate the report.
- Once an evacuation is initiated, make sure to immediately exit your location and proceed to the nearest safe building exit.
- Close the door as the last person exits and proceed to the nearest building exit.
- If you see an open door as you are exiting the building, close the door and continue to the nearest safe building exit. Do not deviate from the shortest safe exit route to do this.
- If you see any occupants in the building who do not appear to be evacuating, inform them there is an evacuation and that they must exit the building immediately.
- If you are aware of occupants who you believe did not evacuate the building as required, notify the nearest Security Officer or Emergency Services Person immediately upon exiting the building. Inform them of how many persons and where they were last seen.

## **OFFENSE DEFINITIONS**

The following definitions for murder, robbery, aggravated assault, burglary, motor vehicle theft, weapons law violations, drug abuse violations, and liquor law violations are excerpted from the

Uniform Crime Reporting Handbook. The definitions of forcible and non-forcible sex offenses are excerpted from the national incident-based reporting edition of the Uniform Crime Reporting Handbook. The terms dating violence, domestic violence, and stalking have the meaning given such terms in the Violence Against Women Act of 1994. The Violence Against Women Act and its proposed regulations require the inclusion of certain New York State definitions in a campus's Annual Security Report and also require that those definitions be provided in campaigns, orientations, programs and trainings for employees and students. Definitions required include: consent; dating violence; domestic violence; sexual assault; and stalking.

- **Murder/Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another. Deaths caused by negligence, suicide, accidental deaths, and justifiable homicides are excluded.
- **Negligent Manslaughter:** The killing of another person through gross negligence.
- **Sex Offenses-Forcible:** Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.
  - Forcible Rape is the carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity or because of his/her youth.
  - Forcible Sodomy is oral or anal sexual intercourse with another person, forcibly and /or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
  - Sexual Assault With An Object is the use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity. D.
  - Forcible Fondling is the touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.
- **Sex Offenses-Non Forcible:** Unlawful, non forcible sexual intercourse limited to Incest and Statutory Rape.
  - Incest is the non forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
  - Statutory Rape is the non forcible sexual intercourse with a person who is under the statutory age of consent.
- **Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- **Aggravated Assault:** An unlawful attack by one person upon another for inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use

of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.

- **Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes: Unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit larceny; house-breaking; safecracking; and all attempts to commit any of the aforementioned.
- **Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. This includes cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.
- **Arson:** The willful or malicious burning or attempt to burn with or without intent to defraud a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.
- **Domestic Violence:** Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction... or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- **Dating Violence:** Violence committed by a person:
  - who is or has been in a social relationship of a romantic or intimate nature with the victim; and
  - where the existence of such a relationship shall be determined based on a consideration of the following factors:
    - the length of the relationship
    - the type of relationship
    - the frequency of interaction between the persons involved in the relationship
- **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
  - fear for his or her safety or the safety of others; or
  - suffer substantial emotional distress
- **Weapons Law Violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons: Carrying deadly weapons, concealed or openly: Furnishing deadly weapons to minors: Aliens possessing deadly weapons: All attempts to commit any of the aforementioned.
- **Liquor Law Violations:** The violation of laws or ordinance prohibiting: The manufacture, sale, transportation, furnishing, possessing of intoxicating liquor: Maintaining unlawful drinking places: Bootlegging: Operating a still: Furnishing liquor to a minor or intemperate person: Using a vehicle for illegal transportation of liquor: Drinking on a train or public conveyance: All attempts to commit any of the

aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

- **Drug Abuse Violations:** Violations of state and local laws relating to the unlawful possession, sale, use, manufacturing, and making of narcotic drugs. The relevant substances include: Opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, Methadone); and dangerous non-narcotic drugs (Barbiturates, Benzedrine.)

**Hate Crime:** A Hate Crime is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their:

- Race
- Gender
- Religion
- Disability
- Sexual orientation
- Ethnicity
- National origin
- Gender identity.

Hate crimes include any offense in the following group that is motivated by bias:

- Murder and non-negligent manslaughter
- Forcible sex offenses
- Non-forcible sex offenses
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Larceny/ theft
- Simple assault
- Intimidation
- Destruction/ damage/ vandalism of property.

### **JEANNE CLERY DISCLOSURE OF CAMPUS CRIME AND STATISTICS**

Under the federal law entitled "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act," statistics regarding major crimes "reported" to campus security authorities must be published for the past three calendar years. A crime is "reported" when it is brought to the attention of a campus security authority or the local Sheriff. **It is not necessary for the crime to have been investigated by the Sheriff or campus security, nor must a finding of guilt or responsibility be made.** Information in this report was obtained from the files of the Office of Safety and Security, the Office of Student Services and the law enforcement agencies

that surround our main campus and alternate sites. The reported categories, crimes and relevant statistics follow.

| Crime Statistics                                       | 2018      |                        | 2019      |                        | 2020      |                        |
|--|-----------|------------------------|-----------|------------------------|-----------|------------------------|
|  | On campus | Residential Facilities | On campus | Residential Facilities | On campus | Residential Facilities |
| Murder / Non-negligent Manslaughter                    | 0         | 0                      | 0         | 0                      | 0         | 0                      |
| Negligent Manslaughter                                 | 0         | 0                      | 0         | 0                      | 0         | 0                      |
| Forcible Sex Offenses                                  |           |                        |           |                        |           |                        |
| • Rape   | 2         | 2                      | 1         | 1                      | 0         | 0                      |
| • Fondling   | 0         | 0                      | 1         | 0                      | 0         | 0                      |
| Non-Forcible Sex Offenses                              |           |                        |           |                        |           |                        |
| • Incest   | 0         | 0                      | 0         | 0                      | 0         | 0                      |
| • Statutory Rape                                       | 0         | 0                      | 0         | 0                      | 0         | 0                      |
| Robbery  | 0         | 0                      | 0         | 0                      | 0         | 0                      |
| Aggravated Assault                                     | 0         | 0                      | 0         | 0                      | 0         | 0                      |
| Burglary   | 0         | 0                      | 0         | 0                      | 1         | 1                      |
| Motor Vehicle Theft                                    | 0         | 0                      | 0         | 0                      | 0         | 0                      |
| Arson  | 0         | 0                      | 0         | 0                      | 0         | 0                      |
| Liquor Law Arrests                                     | 0         | 0                      | 0         | 0                      | 0         | 0                      |
| Liquor Law Violations Referred for Disciplinary Action | 9         | 9                      | 15        | 15                     | 0         | 0                      |
| Drug Law Arrests                                       | 8         | 6                      | 2         | 2                      | 0         | 0                      |
| Drug Law Violations Referred for Disciplinary Action   | 37        | 32                     | 49        | 46                     | 14        | 14                     |
| Weapons Possession Arrests                             | 0         | 1                      | 2         | 2                      | 0         | 0                      |
| Weapons Possession Referred for Disciplinary Action    | 0         | 7                      | 0         | 0                      | 0         | 0                      |
| Hate Crimes  | 0         | 0                      | 1         | 0                      | 1         | 0                      |

|                   |   |   |   |   |   |   |
|-------------------|---|---|---|---|---|---|
| Domestic Violence | 3 | 3 | 2 | 1 | 0 | 0 |
| Dating Violence   | 3 | 2 | 7 | 7 | 1 | 1 |
| Stalking          | 1 | 0 | 0 | 0 | 0 | 0 |

Note: Residential Facilities are operated by the SCCC Dormitory Corporation

### **HATE CRIME REPORTING**

- **2020:** There was one case of destruction/damage/vandalism of property regarding race in the 2020 calendar year.
- **2018:** There was one case of destruction/damage/vandalism of property regarding religion in the 2019 calendar year. Occurred on campus.
- **2017:** There was one case of destruction/damage/vandalism of property regarding religion in the 2019 calendar year. Occurred on campus.

### **UNFOUNDED CRIME REPORTING**

- **2020:** There were no unfounded crimes.
- **2019:** There were no unfounded crimes.
- **2018:** There was one unfounded crime reported in 2018.

### **ANNUAL FIRE SAFETY REPORT**

The fire safety portion of this report is prepared in accordance with the changes to the Higher Education Opportunity Act of 2008 regulations. Institutions that maintain on-campus housing facilities must report to the Department of Education and annually publish a fire safety report on campus safety practices and standards. All fire incidents are reported to Campus Department of Public Safety, with further notification to Residential Community Life, Facilities and Safety and other staff as appropriate. The residence hall is equipped with many safety features. In addition, annual fire safety inspections are conducted by local and state officials. Enforcement of state laws, campus regulations, and state fire codes is important in maintaining safe behaviors in building. Campus Public Safety and Residential Life Staff work together in administering campus standards of conduct. These standards can be found in the SUNY Sullivan College Student code of Conduct, housing license agreements and Residence Life Handbook.

Annual training for all Residence Life Staff is provided by the New York State Office of Fire Prevention and Control, Sullivan County Bureau of Fire and Local Fire Department. Resident student training is conducted by Resident Hall Staff upon arrival of students in the fall and spring. Evacuation protocols, fire inspections, common violations, and how to use the fire alarm pull stations are topics that are covered. Housing license agreements, residence life handbook as well as the college website contain fire safety provisions including policies on portable electrical appliances and the students must comply.

Consistent with New York Education Law 807- Fire Drills, SUNY Sullivan conducts Fire Drills in residential buildings as follows: Drills are held at least four times a year two per semester at each residence hall. At least one drill is held each year during the hours after sunset and before



sunrise. Evacuation is required any time a fire alarm sounds, an evacuation announcement is made, or a Campus official orders the evacuation of a building. All occupants must evacuate to the designated evacuation areas and the building cannot be re-entered until the all clear is given.

Fire alarm and suppression system – There are smoke /fire detectors located throughout the residence halls and also located in students rooms. When smoke detector, pull station or heat detector is triggered in any location, the fire horn sounds, strobes flash and all fire doors close. A signal is sent to the central monitoring station and the Fire Department is called. Pull stations are located by stairwells and exits. Sprinkler heads are installed throughout the buildings.

Lazarus I. Levine Residence Hall: Fire Alarm – Fully addressable – Fully Sprinklered

ECO Green Town Houses: Fire Alarm – Fully addressable – Fully Sprinklered

| Fire Statistics        | 2020    |                       |                         |                          |
|------------------------|---------|-----------------------|-------------------------|--------------------------|
|                        | # Fires | # Fire related deaths | # Fire related injuries | Value of property damage |
| Unintentional Fire     | 0       | 0                     | 0                       | 0                        |
| • Cooking              | 0       | 0                     | 0                       | 0                        |
| • Smoking materials    | 0       | 0                     | 0                       | 0                        |
| • Open Flames          | 0       | 0                     | 0                       | 0                        |
| • Heating equipment    | 0       | 0                     | 0                       | 0                        |
| • Hazardous products   | 0       | 0                     | 0                       | 0                        |
| • Machinery/Industrial | 0       | 0                     | 0                       | 0                        |
| • Natural              | 0       | 0                     | 0                       | 0                        |
| • Other                | 0       | 0                     | 0                       | 0                        |
| Intentional Fire       | 0       | 0                     | 0                       | 0                        |
| Undetermined Fire      | 0       | 0                     | 0                       | 0                        |

| Fire Statistics        | 2019    |                       |                         |                          |
|------------------------|---------|-----------------------|-------------------------|--------------------------|
|                        | # Fires | # Fire related deaths | # Fire related injuries | Value of property damage |
| Unintentional Fire     | 0       | 0                     | 0                       | 0                        |
| • Cooking              | 0       | 0                     | 0                       | 0                        |
| • Smoking materials    | 0       | 0                     | 0                       | 0                        |
| • Open Flames          | 0       | 0                     | 0                       | 0                        |
| • Heating equipment    | 0       | 0                     | 0                       | 0                        |
| • Hazardous products   | 0       | 0                     | 0                       | 0                        |
| • Machinery/Industrial | 0       | 0                     | 0                       | 0                        |
| • Natural              | 0       | 0                     | 0                       | 0                        |
| • Other                | 0       | 0                     | 0                       | 0                        |
| Intentional Fire       | 0       | 0                     | 0                       | 0                        |
| Undetermined Fire      | 0       | 0                     | 0                       | 0                        |

| Fire Statistics      | 2018    |                       |                         |                          |
|----------------------|---------|-----------------------|-------------------------|--------------------------|
|                      | # Fires | # Fire related deaths | # Fire related injuries | Value of property damage |
| Unintentional Fire   | 0       | 0                     | 0                       | 0                        |
| • Cooking            | 0       | 0                     | 0                       | 0                        |
| • Smoking materials  | 0       | 0                     | 0                       | 0                        |
| • Open Flames        | 0       | 0                     | 0                       | 0                        |
| • Heating equipment  | 0       | 0                     | 0                       | 0                        |
| • Hazardous products | 0       | 0                     | 0                       | 0                        |

|                        |   |   |   |   |
|------------------------|---|---|---|---|
| • Machinery/Industrial | 0 | 0 | 0 | 0 |
| • Natural              | 0 | 0 | 0 | 0 |
| • Other                | 0 | 0 | 0 | 0 |
| Intentional Fire       | 0 | 0 | 0 | 0 |
| Undetermined Fire      | 0 | 0 | 0 | 0 |