

## CAMPUS SAFETY AND FIRE SAFETY REPORT

Pepperdine University is an independent, medium-sized university enrolling approximately 7,700 students in five colleges and schools. Seaver College, the School of Law, the Graduate School of Education and Psychology, the Graziadio School of Business and Management, and the School of Public Policy are located on the University's 830-acre campus overlooking the Pacific Ocean in Malibu. Courses are taught in Malibu, at four graduate campuses in Southern California, permanent program facilities in Washington, D.C., and at international campuses in Germany, England, Italy, Switzerland, Argentina, and China.

The University was founded in 1937 by George Pepperdine, a Christian businessman who founded the Western Auto Supply Company. For the first 30 years of its life, the institution was a small, mostly undergraduate college. University status was achieved in 1970 as the institution added graduate and professional schools. In 1972, the University opened its new campus in Malibu.

Pepperdine University is religiously affiliated with Churches of Christ, of which Mr. Pepperdine was a lifelong member. Faculty, administrators and members of the Board of Regents represent many religious backgrounds, and students of all races and faiths are welcomed. It is the purpose of Pepperdine University to pursue the very highest academic standards within a context that celebrates and extends the spiritual and ethical ideals of the Christian faith.

**PUBLIC SAFETY SERVICES-** The Department of Public Safety (DPS) is organized under Phil E. Phillips, Vice President of Administration for Pepperdine University, and directed by Associate Vice President and Director of Public Safety, Earl Carpenter. The Department of Public Safety is committed to provide and maintain a safe and secure environment while respecting the rights and dignity of individuals utilizing programs and facilities of Pepperdine University. The mission shall be accomplished within the constraints of federal, state and local laws and ordinances.

Specific services include but are not limited to 24-hour a day, 365 days a year security patrols, emergency response, threat assessment, building security, parking/traffic enforcement, campus safety escorts, dignitary protection, and dissemination of safety-related information.

**REPORTING OF CRIMES OR EMERGENCIES-** Every Pepperdine University student, faculty member, employee or visitor who observes any suspicious or criminal activity should notify the Department of Public Safety. The Department of Public Safety will conduct a field investigation report and, if necessary, refer the matter for internal or external investigation by proper authorities. In the event that a situation arises, either on or off campus that, in the judgment of the University administration and Department of Public Safety, constitutes an ongoing or continuing threat that may impact the safety of students and employees, a campus-wide "timely warning"

will be issued. The warning may be issued through the campus voicemail, email system, or printed materials to students, faculty, and staff.

To report a crime on the Malibu campus (and all other domestic campuses), call 911. Then please call the Department of Public Safety at (310) 506-4441. For non-emergencies call (310) 506-4442. To anonymously report information to the Department of Public Safety, please call the Anonymous Wave Tip Line (310) 506-7623 or use the on-line form at:

<http://www.pepperdine.edu/publicsafety/concern/>. Additionally, one may pick up the handset on any Blue Light telephones located throughout campus and be immediately connected to Public Safety. Public Safety is located on the first floor of the Center for Communication and Business building, below the Seaver Drive / President's Drive intersection.

Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the residence halls, should be reported to the Department of Public Safety. In addition, you may report a crime to the following areas: Office of Student Affairs, Human Resources, and the Dean's Office for each of the various schools of Pepperdine University.

**EMERGENCY NOTIFICATION-** The University will notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on the campus, unless issuing such the notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. In appropriate circumstances, faculty, staff and students will receive information sent directly to them via an emergency notification system, e-mail, or communication from co-workers, supervisors, or Emergency Response Team (ERT) members. The emergency communication system allows the University to send messages directly to community members. These messages can be sent to e-mail; cell, office, and home telephones; SMS/text message; and designated emergency contacts. The system is dependent upon the contact information provided in the WaveNet Portal by each individual. This system is only used for testing and emergency communications. Periodic testing of the system is conducted.

**PREPARATION AND REPORTING OF ANNUAL DISCLOSURES OF CRIME STATISTICS-** The Department of Public Safety, along with designated University employees who have significant responsibility for student and campus activities, and with the assistance of local law enforcement officials, collect and compile campus crime statistics and post these findings on this website to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act of 1998. The Act requires colleges and universities to annually distribute information about its campus safety procedures and crime statistics to the Federal Department of Education, as well as to the institution's current and prospective students, and employees.

The full text of this report can be located on the DPS website at <http://www.pepperdine.edu/publicsafety/department/safety/>.

You will also be able to connect to our site via the Pepperdine homepage at [www.pepperdine.edu](http://www.pepperdine.edu). The URL address for this report is distributed annually to current students and employees through common modes of communication. Copies of this report are also available at the Department of Public Safety or by calling (310) 506-4700. All prospective employees may obtain a copy from Human Resources in TAC or by calling (310) 506-4397.

**CONFIDENTIAL REPORTING-** The Student Health Center and Counseling Center staff inform their clients of the procedures to report crime to the Department of Public Safety on a voluntary and confidential basis, should they feel it is in the best interest of the client. A procedure is in place to anonymously capture crime statistics disclosed confidentiality during such a session. Please be aware that California law requires prompt mandatory reporting to the local law enforcement agency by health care practitioners (such as those at the Student Health Center) when they provide medical services to a person they know or reasonably suspects is suffering from wounds inflicted by a firearm or is a result of assaultive or abusive conduct.

**ACCESS, MAINTENANCE AND SECURITY OF CAMPUS FACILITIES-** At the Malibu campus, closed-circuit television technology is utilized for security purposes. Emergency telephones have been installed at both entrances to the campus, the Main lot (B), the Phillips Theme Tower Lot (A), the Firestone Fieldhouse lot (P), the Stotsenberg Track, the Rho lot (J), Stauffer Chapel lot (C), Law Student lot (F), Terraced lot (I), Drescher parking lots, throughout the residential community, and all campus building elevators. These phones have been strategically placed throughout the campus to expedite requests for Public Safety assistance. A fire alarm monitoring system for all on campus housing areas and campus buildings has been installed in the Public Safety communication center, which is staffed 24-hours a day. Intrusion alarms have been installed at various locations on campus to increase security protection. Many doors, including all doors throughout the student living area, are keyed with card access key system. This electronic security device allows for the deactivation of lost keys and audit of all keys used in a particular lock.

Seaver College provides on-campus housing for approximately 1,500 unmarried students. The School of Law and other graduate programs provide on-campus housing for approximately 250 students. There are approximately 100 faculty and staff living on campus. Students are encouraged to keep all residential areas locked 24-hours a day. Additionally, exterior doors in the student housing standard residence halls are equipped with alarms in the event the door is left open. These alarms are monitored remotely in the Public Safety communication center. Public Safety officers patrol the student housing areas on a regular basis. All vehicles on campus must be registered with the Department of Public Safety, or a one-day parking passes must be obtained at one of the information/security booths located

at the entrances to the campus. Permits are to be displayed while the vehicle is parked on University property. Access to the campus is screened 24-hours a day, seven days a week. After 5:30pm on weekdays and all weekends, drivers must prepare to present a valid permit and/or articulate a valid reason to access the campus.

The following security considerations are used in the maintenance of the campus facilities: 1) annual tests for fire and panic alarms, 2) monthly tests for emergency and blue light phones throughout campus, and 3) repairs requiring access to a living area by non-university individuals, residents are notified in advance or the individuals are escorted by University representatives into the living area.

**LAW ENFORCEMENT AUTHORITY AND INTERAGENCY RELATIONSHIPS-** The director, deputy directors, lieutenant, investigators, field supervisors, and public safety officers receive training, including CPR/first aid/AED, fire and police response. They also have opportunities for additional specialized training relating to their assignment. Public Safety personnel have the authority to arrest in some circumstances and to detain individuals until local law enforcement arrives. The Department of Public Safety has an ongoing, working relationship with local law enforcement agencies in providing updated information, joint investigations, and training. Currently, the Department of Public Safety does not have a formal written memorandum of understanding with the state and local police.

**CRIME AWARENESS AND CRIME PREVENTION PROGRAMS-** In addition to patrolling the Malibu campus 24-hours a day, Public Safety sponsors a variety of crime prevention and safety programs for students and employees at the Malibu campus. The following are crime prevention programs that are presently being offered at the Malibu campus on an on-going basis:

**Security Escort Program** -Officers are available 24-hours a day, and between 8:00 p.m., and 2:00 a.m., there are dedicated resources to provide security escorts seven days a week to ensure safe arrival between two points on campus.

**Wave Watch** - A residential neighborhood watch program that promotes awareness of suspicious activity in the residential community.

**Operation Identification** - A recognized nationwide program that encourages people to engrave, photograph, or record property identification numbers to discourage theft and place retrievable information on valuable items (e.g., televisions, stereos, computers, jewelry, etc.)

**Life Safety/Security Inspection Report** - Resident assistants perform inspections of student residential housing areas ensuring that the lighting, shrubbery, doors, windows, and fire safety equipment are properly maintained.

Crime Prevention Notices - Public Safety personnel leave notices to building users when doors, windows, or property are not properly secured. Administrators and students are notified if there appears to be a recurring problem. Public Safety also provides timely notice to the campus community of ongoing or continuing threats to aid in the prevention of similar occurrences.

Safe Ride Program - This program was developed in cooperation with the Seaver College Dean of Student Affairs to discourage driving under the influence of alcohol. Students should call the Department of Public Safety when concerned about driving or being a passenger in a vehicle operated by an impaired driver. Appropriate arrangements will be made based on the situation.

Crime Prevention - Public Safety provides information on crime prevention topics that include rape, auto burglary, residential burglary, property thefts, etc. on our website. The Department of Public Safety also makes timely reports to members of the campus community regarding occurrences of criminal activity. Students, faculty, and staff are encouraged to be responsible for their own security and the security of others.

Immunity for Victims- Pepperdine encourages the reporting of life safety concerns. Sometimes, victims are hesitant to report to college officials because they fear that they themselves may be charged with policy violations (such as visitation, underage drinking, or sexual activity) at the time of the incident. To encourage reporting, Pepperdine offers victims immunity from policy violations related to life safety concerns.

Immunity for Good Samaritans- Pepperdine encourages students to offer assistance to other students in need, both on- and off-campus. The welfare of students in our community is of paramount importance. Sometimes, students are hesitant to offer assistance to other students for fear that they themselves may be charged with policy violations (for example, a student who has been drinking underage might hesitate to get help from Public Safety or an RA for someone who may be suffering from alcohol poisoning, or might be hesitant to provide important information about a sexual assault incident). Students who seek assistance for a student in need will receive immunity from policy violations related to the incident. This immunity from disciplinary action applies to both the "Good Samaritan" and the student needing assistance.

CRIMINAL ACTIVITY OFF CAMPUS- Student Affairs maintains contact with recognized fraternity and sorority organizations through the efforts of the Student Activities office. These organizations do not have off campus "Greek houses." Off campus criminal activity, related to the Malibu campus, is monitored and recorded by the Los Angeles County Sheriff's Department, Los Angeles Police Department, and California Highway Patrol, as appropriate. Student Affairs and Department of Public Safety enjoy a close working relationship with these agencies when violations of federal, state or local law arises.

ALCOHOL AND OTHER DRUGS- Pepperdine University seeks to foster an alcohol and drug-free environment in which to work, live, learn and grow. The University's policies regarding the possession, use and sale of alcoholic beverages or illegal drugs, enforcement of federal and state laws and drug and alcohol abuse education programs can be referenced at:

1. University Policy Manual:

<http://services.pepperdine.edu/hr/resources/policies/policymanual.htm#33-0>

2. Seaver College Handbook, page 55:

<http://seaver.pepperdine.edu/studentlife/handbook/default.htm>

3. Graziadio School of Business and Management, see current year catalog, page 302:

<http://bschool.pepperdine.edu/programs/catalog/>

4. Graduate School of Education and Psychology, see current year catalog, page 217:

<http://gsep.pepperdine.edu/education/catalog/>

5. School of Public Policy see current year catalog, page 145:

<http://publicpolicy.pepperdine.edu/academics/catalog/>

6. School of Law: <http://law.pepperdine.edu/academics/student-handbook/law/substance.htm>

Immunity for Victims- Pepperdine encourages the reporting of life safety concerns. Sometimes, victims are hesitant to report to college officials because they fear that they themselves may be charged with policy violations (such as visitation, underage drinking, or sexual activity) at the time of the incident. To encourage reporting, Pepperdine offers victims immunity from policy violations related to the life safety.

Immunity for Good Samaritans- Pepperdine encourages students to offer assistance to other students in need, both on- and off-campus. The welfare of students in our community is of paramount importance. Sometimes, students are hesitant to offer assistance to other students for fear that they themselves may be charged with policy violations (for example, a student who has been drinking underage might hesitate to get help from Public Safety or an RA for someone who may be suffering from alcohol poisoning, or might be hesitant to provide important information about a sexual assault incident). Students who seek assistance for a student in need will receive immunity from policy violations related to the incident. This immunity from disciplinary action applies to both the "Good Samaritan" and the student needing assistance.

SEXUAL ASSAULT- As stated in our mission, Pepperdine is a Christian University committed to the highest standards of academic excellence and Christian values. One of these values is the recognition that every person is created in the image of

God, is of infinite value, and therefore, should be treated with dignity and respect. Sexual assault, in all forms, violates the sanctity of the human body and spirit and will not be tolerated within our community. Sexual assault is a violation of the University's Code of Conduct, as well as a violation of the law.

In an effort to reduce the risk of sexual assault occurring among its students, the University provides awareness and prevention programming. These outreach efforts are coordinated through the Counseling Center. For information, call 506-4210 or visit [services.pepperdine.edu/counseling-center/sexual-assault-resources](http://services.pepperdine.edu/counseling-center/sexual-assault-resources). This site also includes additional resources and frequently asked questions about sexual assault.

In the tragic event that a sexual assault does occur, the University takes the matter very seriously. A student who is found to have committed sexual assault on or off campus is subject to immediate suspension, expulsion, or dismissal from Pepperdine. A student wishing to officially report such an incident may do so by contacting the Dean of Student Affairs Office (506-4472) or the Department of Public Safety (506-4700). Anyone with knowledge about a sexual assault is encouraged to report it immediately.

**Definition of Sexual Assault-** Sexual assault is a general term that covers a broad range of inappropriate and unlawful conduct, including rape. As defined under California law, rape is nonconsensual sexual intercourse that involves the use or threat of force, violence, or immediate and unlawful bodily injury or threats of future retaliation and duress. Other examples of sexual assault include the following nonconsensual acts: oral copulation, anal intercourse, and penetration of the anal or vaginal area with a foreign object, including a finger. Sexual assault may also include the nonconsensual touching of a person's intimate parts, or the clothing covering the immediate area of those parts, or forcing a person to touch another's intimate parts.

An individual is unable to provide consent when the individual: 1) is a minor (age 17 or under); 2) has a mental disorder or developmental or physical disability that renders her or him incapable of giving consent; 3) is unconscious; or 4) is incapacitated from alcohol or other drugs, and this condition was known, or reasonably should have been known by the accused. "Incapacitated" means intoxicated to the point that the person is incapable of exercising the judgment required to decide whether to consent.

**If You Are Sexually Assaulted-** Go to a safe place and speak with someone you trust. Tell this person what happened. If there is any immediate danger, call 911, then call Public Safety at 506-4441. Consider securing immediate professional support to assist you in the crisis. You can consider on- or off-campus options: During regular business hours, you may access the Pepperdine Counseling Center (506-4210), the Pepperdine Health Center (506-4316), or the Santa Monica Rape Treatment Center (310) 319-4000. After regular business hours, if you live on-campus, your RA, SLA,

resident director, or Public Safety (506-4441) can typically help you reach a confidential Pepperdine University counselor. After regular business hours, if you live off-campus or live on-campus but prefer to use off-campus options, call the Santa Monica Rape Treatment Center's 24-hour hotline: (310) 319-4000. When contacting SMRTC, please let them know if you are in need of transportation to and from the center, as free options are available. For your safety and well being, immediate medical attention is encouraged to evaluate for physical injury, sexually transmitted diseases, and pregnancy. Further, being examined as soon as possible, ideally within 72 hours, is important for evidence collection, which may be used to support prosecution should you decide immediately or later to pursue criminal charges. The Santa Monica Rape Treatment Center will arrange for a specific medical examination at no charge. To preserve evidence, it is best that you do not bathe, shower, douche, or change clothes before that exam. Even if you have already bathed, you are still encouraged to have prompt medical care. Additionally, you are encouraged to gather bedding, linens, or unlaundered clothing and any other pertinent articles that may be used for evidence. Even after the immediate crisis has passed, consider seeking support from the Pepperdine Counseling Center or the Santa Monica Rape Treatment Center. Contact the Dean of Student Affairs Office (506-4472) if you need assistance with University-related concerns, including academic issues (e.g., missed classes or exams; requesting extensions regarding coursework) or on-campus housing issues (e.g., requesting that the student who you believe assaulted you be moved or that you be moved to a different residence hall).

Reporting a Sexual Assault- Making the decision whether or not to report a sexual assault is the beginning of the process by which victims regain control over their lives. Though the reporting and judicial processes can be difficult, they are often worth the effort because victims feel empowered by bringing the assailant to justice. Reporting a sexual assault may also help to establish precedents that will aid other victims in the future.

Some students will choose to pursue criminal charges (i.e., through the police and criminal courts). Others will choose to pursue University judicial options, if the offender is a Pepperdine student. Some will choose both. Civil litigation is a third option that some victims choose. It is important that you understand your options as you make these decisions. Speaking confidentially with a counselor from the Pepperdine University

Counseling Center or the Santa Monica Rape Treatment Center may be helpful as you decide how you would like to proceed.

For help in reporting the offense to local law enforcement, call the Department of Public Safety (506-4700). It is important to understand that reporting the incident does not obligate the victim to press criminal charges. To pursue disciplinary action through the University, please contact the Dean of Student Affairs Office (506-4472).



If the victim or another source identifies the alleged assailant, the Department of Public Safety will collaborate with local law enforcement in conducting an investigation. Support of the victim is the University's highest priority in these matters; therefore, the victim's wishes will always be taken into consideration. There are also community safety issues to be considered. Thus, if the offending student is perceived to be a potential threat to the victim or other students, the University may choose disciplinary action against the alleged offender regardless of whether the victim submits or wishes to pursue a complaint.

**Immunity for Victims-** Pepperdine encourages the reporting of sexual assault. Sometimes, victims are hesitant to report to college officials because they fear that they themselves may be charged with policy violations (such as visitation, underage drinking, or sexual activity) at the time of the incident. To encourage reporting, Pepperdine offers victims immunity from policy violations related to the sexual assault.

**Immunity for Good Samaritans-** Pepperdine encourages students to offer assistance to other students in need, both on- and off-campus. The welfare of students in our community is of paramount importance. Sometimes, students are hesitant to offer assistance to other students for fear that they themselves may be charged with policy violations (for example, a student who has been drinking underage might hesitate to get help from Public Safety or an RA for someone who may be suffering from alcohol poisoning, or might be hesitant to provide important information about a sexual assault incident). Students who seek assistance for a student in need will receive immunity from policy violations related to the incident. This immunity from disciplinary action applies to both the "Good Samaritan" and the student needing assistance.

**University Disciplinary Hearings-** Persons accused of sexual assault will be subject to disciplinary proceedings, following the procedures set forth under the "Judicial Procedures" section of the Student Handbook, except for the composition of the disciplinary committee. In response to requests from students to address sexual assault issues in a more confidential manner, the disciplinary committee will include only faculty and staff members, with a balance of both male and female members.

The University's actions are not dependent on the initiation or outcome of criminal charges. Disciplinary proceedings may be carried out prior to, simultaneously with, or following civil or criminal proceedings.

The reporting party and the accused are entitled to the same opportunities during a campus disciplinary proceeding. At the hearing, both parties will be allowed to have an advisor present, and may make an impact statement if they so desire. The associate dean may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the reporting party, accused student, and/or other witness during the hearing by providing separate facilities, and/or by permitting participation by telephone, video conferencing, written statement, or other means,

where and as determined in the sole judgment of the associate dean to be appropriate. Both parties will be informed of the outcome of any disciplinary proceeding alleging sexual assault.

If the dean of students or designee determines that continued close proximity or potential for unwanted interaction with the alleged offender might pose a threat to the victim, a temporary order may be issued. This order may include alternative living arrangements, exclusion of the alleged offender from various University properties or privileges, or interim suspension of the accused, pending a hearing.

INFORMATION REGARDING SEX OFFENDERS- Information from law enforcement agencies concerning registered sex offenders may be obtained through the Department of Public Safety's website link:

<http://www.pepperdine.edu/publicsafety/safety/otherlinks.htm>.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES- An Emergency Preparedness Guide is distributed to all faculty, staff and students electronically. It is also available for printable download on the University's web portal via a faculty/staff/student Wavenet log-in. The document provides emergency information for the following:

- Emergency Phone Numbers
- Serious Injury
- Crimes in Progress/Active Shooter
- Earthquake
- Evacuation of Persons with Disabilities
- Fire
- Chemical Spills/Fires
- Bomb Threat and Checklist
- Power Outage
- Flooding and Water Damage
- Severe Winds
- Evacuation Routes/Staging Areas
- Various other workplace/school, and home emergency topics

The Office of Insurance & Risk (OIR) maintains an emergency information webpage containing any relevant emergency instructions and best practices at:

<http://emergency.pepperdine.edu/>.

In addition to the resources on the OIR website listed above, the Department of Public Safety website provides information regarding the procedures to be followed in the event of an emergency at:

<http://www.pepperdine.edu/publicsafety/safety/emergencypreparedness.htm>.

Information regarding emergency, evacuation and relocation procedures are also located in individual school's handbooks and/or catalogs.

Maps depicting evacuation staging locations are posted and/or distributed to the campus community through various means. Annual evacuation drills are conducted for each academic building and student residential building.

**MISSING STUDENT NOTIFICATION-** Pepperdine University takes student safety very seriously. To this end, the following policy has been established concerning students who live in University-owned campus housing who, based on the facts and circumstances known at the time to University officials, are presumed to be missing.

Most missing person reports in the college environment result from students changing their routines without informing roommates and/or friends of the change. For the purposes of this policy, a student will be considered missing if a roommate, classmate, faculty member, friend, family member or other campus person has not seen or heard from the person in a reasonable amount of time. In general, a reasonable amount of time is 24-hours but may vary with the time of day and information available regarding the missing person's daily schedule, habits, and reliability.

Individuals will also be considered missing immediately if their absence has occurred under circumstances that are suspicious or cause concerns for their safety.

**Purpose-** This policy establishes University standards and procedures for notifying law enforcement, parents or guardians, and student-identified contacts when a student who resides in University housing is reported as missing or has been determined to be missing. This policy applies to students who reside in campus housing, including off-campus apartment units leased by the University for student residents. This policy applies to "missing persons" and is distinct from policies related to "welfare checks."

**Missing Person-** For purposes of this policy, a student may be considered to be a "missing person" if the person's absence is contrary to his/her usual pattern of behavior and/or unusual circumstances may have caused the absence. Such circumstances could include, but not be limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life-threatening situation, or has been with persons who may endanger the student's welfare.

**Student Disclosures-** Prior to occupying University housing, students will be informed of the following: 1) the University will notify the Department of Public Safety if a student is reported missing, 2) students may identify a person to be contacted by the University not later than 24-hours after the time that the student is determined missing in accordance with the official notification procedures, 3) the University is required to immediately notify a custodial parent or guardian if a student, who is under 18 years of age and not an emancipated individual, is determined to be missing, and 5) the University is required to notify law

enforcement no later than 24 hours after the time that the student is determined to be missing.

**Confidential Contacts-** Prior to occupying University housing, students will be given the opportunity to designate an individual or individuals to be contacted by the University in the event that the student is determined to be missing (per the policy). A designation will remain in effect until changed or revoked by the student. The emergency contact information will be treated as confidential. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation will have access to the confidential contact information and it will not be disclosed to others.

**ANNUAL FIRE REPORT AND SAFETY STATISTICS-** As an institution that maintains on-campus student housing, the University publishes an annual fire safety report. This report is viewable by following this link:  
<http://www.pepperdine.edu/publicsafety/department/safety/>

This report includes the following data for each student housing facility:

1. The number and causes of each fire;
2. The number of fire-related injuries resulting in treatment in a medical facility;
3. The number of fire-related deaths; and
4. The value of property damage caused by a fire.

**CAMPUS HOUSING FIRE LOGS-** The University maintains a log of all campus student housing fires, including the nature, date, time, and general location of each fire, which logs are updated and are made available for inspection by the campus community during normal business hours. Two business days are required for a request for any portion of the log older than sixty days.

**ON CAMPUS FIRE SAFETY SYSTEMS-** In 2009 fire alarm systems in all undergraduate housing areas were replaced with new addressable state of the art technology, enhancing central monitoring capabilities. The tables viewable by following the above link describe the fire safety system for each on-campus student housing facility.

**DRILLS-** California Code requires owners of buildings of specific occupancies, such as schools, to conduct annual evacuation drills during normal business hours. The Department of Public Safety annually conducts emergency evacuation drills in an effort to prepare the campus community for dealing with an actual emergency, and to test the University's emergency planning and infrastructure. The Department of Public Safety conducts these drills building-by-building which allows designated building Emergency Response Team (ERT) members to interact with public safety,

faculty, staff and students in providing evacuation information and direction to selected safe refuge areas.

**POLICES AND RULES-** In the interest of providing a safe and secure environment and demonstrating compliance with California fire codes, the University expects all residents to comply with the standards described in this section. Residents found in violation of the Fire Safety standards may be subject to a minimum \$100 fine per incident and disciplinary action. Repeated violations of the Fire Safety standards may result in dismissal from the residential community.

**Open Flame Policy-** The possession or use of candles (with or without wicks, burned or unburned) will result in disciplinary action including confiscation and/or other sanctions. With the exception of approved appliances, the University prohibits burning open flames, incense fireworks and personal barbeques, in any living area at any time. Any acts that place the community at risk of fire are prohibited.

**Electrical Safety-** Additionally, fire hazards such as halogen lamps, appliances with exposed heating elements (e.g. toasters), and other items considered unsafe in a residential environment are strictly prohibited in or around any living area. The use of string lights (Christmas lights) is only permitted between Thanksgiving and Christmas. Light fixtures in the residential community should never be obstructed or covered by any material. Residents may not cover their walls beyond what is permitted by the fire code with material that will create a fire hazard, such as cardboard or cloth. Covering public area couches and chairs with fabric and throws is prohibited. Powered appliances, surge protectors and extension cords should not be used in violation of manufacturers' specifications (e.g., using multiple extension cords with multiple plugs in one outlet, plugging a surge protector into another surge protector). Fire hazards found in the residential community will be immediately confiscated; in most cases, items that have been confiscated will not be returned.

**Fire Doors and Windows-** Due to California Code, doors within the residence halls, except for the bedroom doors, are fire doors. Lobby, hallway, laundry, and suite doors must not be propped open. Locks and doors, including bedroom doors, should never be tampered with to impede the proper function of the lock, such as taping the locking mechanism against the doorframe. To enable fire or other emergency personnel access to a room during an emergency, residents are not allowed to block access to windows by placing furniture at window height in front of windows.

**Fire Equipment-** The fire-fighting equipment and alarm systems were installed for the protection of the residents and their property. County fire regulations make it illegal to tamper with fire equipment. Tampering with this equipment including, but not limited to: fire alarms, propped door alarms, fire extinguishers, hoses, fire sprinkler heads, smoke detectors, mechanical bells, and fuse boxes may result in a \$500 fine, immediate dismissal from the residential community, and possible criminal prosecution. Residents are not permitted to hang any items from smoke

detectors or mechanical bells. Failure to comply will result in disciplinary action. Residents are not permitted to hang any items (including clothes hangers) from ceiling fire sprinklers in any residential facility.

Hanging items from sprinklers could result in flooding. The resident will be financially responsible for any water damage caused by activation of the sprinklers.

Smoking- This policy applies to all University facilities on the Malibu campus. All members of the University community share in the responsibility of adhering to and enforcing this policy. The success of this policy depends upon the thoughtfulness, consideration, and cooperation of both smokers and non-smokers.

1. Smoking is prohibited inside any area of any University maintained building, including faculty or staff offices and student residential facilities. Except as otherwise designated, this includes hallways, breezeways, patios, balconies, doorways, elevators, and loading docks.
2. Smoking is prohibited outdoors in the following settings:
  - a. Near any undeveloped brush area.
  - b. Within 20 feet of the entrance to any campus building or ventilation system, except as otherwise designated.
  - c. On Drescher Graduate Campus plazas and on the following lower campus plazas: Joslyn Plaza, Adamson Plaza, and the plaza located in front of the Payson Library main entrance, except as otherwise designated.
  - d. At designated gardens (e.g., Heroes Garden, Military Honor Garden).
  - e. At any area designated "no smoking."
  - f. At spectator sports or other outdoor campus events, except as otherwise designated.
3. Smoking is prohibited in any vehicle owned, leased, or operated by the University.
4. The sale, distribution, or advertisement of tobacco products is prohibited on campus.

Education & Training- DPS offers three fire safety training sessions to resident students and one to resident directors annually. Each session covers general fire safety, fire prevention and how to avoid false alarms. Emergency Response Team (ERT) members and faculty/staff homeowners are provided fire safety training sessions annually. Also Department of Public Safety Fire Safety Officers provides fire safety presentations or information to individuals or groups upon request.

FUTURE FIRE SAFETY IMPROVEMENTS- Retrofit all student living areas that do not currently have automatic fire sprinkler systems.

Updated October 1, 2013