The University of New Orleans Police Department

2011 Annual Security and Fire Safety Guide

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

The University of New Orleans is required to distribute the following information to all current and potential students and employees. Please take a moment to read the following information.
Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

The Campus Security Act requires colleges and universities to:

- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics gathered from campus police or security, local law enforcement, and other university officials who have significant responsibility for student and campus activities. This information can be found on the “Clery Crime Statistics” section of the UNO PD website, www.upd.uno.edu.

- Provide “time warning” notices of those crimes that occurred on campus, or within the patrol jurisdiction of campus police or campus security department. This information can be found on the “Crime Alerts”, the “Daily Crime Log” and the “Daily Fire Log” at the UNO PD website, www.upd.uno.edu.

- The University of New Orleans Police Department is responsible for preparing and distributing this report. The Police Department worked closely with a variety of University departments and organizations to develop and compile the information contained within this annual report.

- Publish an annual report every year by October 1st that contains three years of campus crime statistics and certain campus security policy statements.

The UNO community is encouraged to use this report as a guide for safe practices on and off campus. In accordance with United States Code of Federal Regulations, Title 34, Part 668.46(c) (1) this 2010 Annual Security and Fire Safety Guide is available online at the UNO PD website, www.upd.uno.edu. For a paper copy of this report please visit the University of New Orleans Police Department at 234 Computer Center.

Mission Statement

The University of New Orleans Police Department is committed to creating an environment in which learning, living, research, and teaching may flourish. As a law enforcement agency, we are dedicated to upholding the Constitution of the United States, the laws of the State of Louisiana while providing superior customer service. All Departmental personnel strive to maintain excellence and integrity in respecting the rights and dignity of all persons with whom they make contact. The involvement of our community is important to the success of our efforts; only by accepting responsibility for our own security and that of others can we have a truly safe and secure campus.

Authority of the UNO Police Department

State of Louisiana R.S. 17:1805 §1805. Authority of university or college police officer:
A. 1. Those persons who are university or college police officers responsible for maintaining general order and exercising police power on the campus of a state-supported or a private college or university shall be designated as university or college police officers.

2. Each such person named as a police officer by the president of the college or university shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as provided in Subsection E of this Section. Such commission shall remain in force and in effect at the pleasure of the employing college or university.

3. While in or out of uniform, these police officers shall have the right to carry concealed weapons and to exercise the power of arrest when discharging their duties on their respective campuses and on all streets, roads, and rights-of-way to the extent they are within or contiguous to
the perimeter of such campuses. In the discharge of their duties on campus and while in hot pursuit on or off the campus, each university or college police officer may exercise the power of arrest.

4. Each such police officer shall execute a bond in the amount of ten thousand dollars in favor of the state for the faithful performance of his duties.

The premium on the bond shall be paid by the employing institution.

B. Any person arrested by a college or university police officer, in the exercise of the power herein above granted, shall be immediately transferred by such officer to the custody of the sheriff or city police wherein the arrest occurs.

C. On and after January 1, 1975, no person shall be commissioned as a college or university police officer, unless prior to such commissioning the person has, as a minimum requirement, completed and graduated from the six-week program of the Basic Law Enforcement Training Academy of Louisiana State University and Agricultural and Mechanical College or possesses equivalent training or experience.

D. Upon authorization by the chief administrative officer of the educational institution, a college or university police officer shall have authority to discharge his duties off campus as follows:

1. If engaging in intelligence gathering activity.
2. When investigating a crime committed on campus.
3. When transporting prisoners in furtherance of duties as set forth in this Section.
4. When transporting money, securities, or other valuables on behalf of the college or university.
5. While providing security or protective services for visiting dignitaries to the college or university both on and off the campus.
6. If specifically requested by the chief law enforcement officer of the parish or city.

E. Notwithstanding any of the provisions of this Section to the contrary, any state supported or private college or university situated within the territorial limits of any municipality having a population in excess of two hundred fifty thousand persons may, at the option of said college or university, have its campus police officers commissioned as university or college police officers by such municipal or city police department, rather than the Department of Public Safety, upon complying with the requirements and regulations as may be prescribed by said municipal or city police department for the commissioning of special officers. Such commissions issued by a municipal or city police department shall confer upon such campus police officers all rights and privileges as are enumerated in this Section with respect to officers commissioned through and by the Department of Public Safety; provided, however, that such officers shall not be entitled to supplemental pay for municipal police officers.

F. Notwithstanding any provision of this Section to the contrary, on July 1, 1991 and thereafter, no person shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as otherwise provided in Subsection E of this Section until there has been a determination made by the commissioning authority that the particular public or private college or university naming the police officer is in compliance with the provisions of R.S. 17:3351(C), or, in the case of a private college or university, is in compliance with substantially similar requirements adopted by the particular institution, relative to reporting certain statistics on reported criminal offenses, adopting certain written security policies and procedures, and publishing certain such policies and procedures.

G. Each person who is employed as a full-time college or university police officer may carry a concealed handgun, whether in uniform or not and whether on or off duty, provided the person meets the requirements for college and university police officers set forth in this Section and is certified by the Council on Peace Officer Standards and Training.
Reporting a Crime

Call the UNO Police Department at 280-6666 or 3-6666 from a campus phone. Stay on the line so we can get the information we need to respond to your call so an officer will be dispatched more quickly. You may also come by the Police Department office location at 234 Computer Center on campus. We are open 24 hours a day, seven days a week.

If a crime occurred off campus in Orleans Parish, it can be reported to the New Orleans Police Department at 821-2222 or Emergency 911.

The UNO Police Department realizes that many people choose not to report crime because of a reluctance to become involved. The form below has been created in an attempt to allow the anonymous reporting of crimes committed at UNO. All reports will be investigated thoroughly.

Because the Police Officer may need information in addition to what is left by an anonymous donor, we prefer that at least a contact number be left so that we may contact you if needed. If you are contacted, your name will not be required.

Confidential Reporting


It is the responsibility of each member of the UNO community and his/her guests to make contact with UNO University Police in a timely fashion to report any criminal or questionable activities on campus. University Police Officers take an active role in ensuring a safe campus by providing both foot and vehicular patrol. University Police Officers respond to calls for service via radio communications to ensure a timely response.

Reports of open and/or active cases will not be released if it could prejudice or compromise the investigation of a crime or incident. In these cases, a brief oral or written gist of the incident may be furnished to the representative. Under special circumstances, University Police shall release information involving serious incidents to the University community without delay.

Information on recurring crimes shall be issued by special release or during the weekly briefing, whichever is deemed appropriate.

University Police will attempt to accommodate media requests without necessarily compromising any ongoing investigation or divulging the names of any juvenile victim or offender.

Supplemental forms of release, such as news conferences, electronic bulletin boards, telecopy (FAX), leaflets and flyers, etc., may all be considered in special circumstances in order to inform the campus community.

With each reported incident, an appropriate investigation will take place. To inform the UNO community of campus incidents, a University Police official will meet with a representative of Driftwood on a regular basis to review recent incidents. A request can be made by the media representative to review the Initial Police Report. Copies of completed reports will be furnished to the media with confidential student or investigatory information deleted when appropriate.

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The University of New Orleans Police Department also posts our yearly crime stats to the OPE Campus Security Statistics Website. It's brought to you by the Office of Postsecondary Education of the U.S. Department of Education. It was
authorized by Congress with the 1998 amendment to the Higher Education Act of 1965 (HEA) to help potential college students and their parents research criminal offenses on college campuses. The Department of Education is committed to assisting schools in providing students with a safe environment in which to learn and to keep parents and students well informed about campus security.

On an annual basis, prior to September 1, a review of these procedures will be made by the University Police Department and the Student Life Office and corresponding crime statistics will be reported. This report will be forwarded through administrative channels to the Chancellor and will be reported to the UL Board of Supervisors, the Louisiana University Police Association (LUPA), and the FBI in accordance with the Uniform Crime Reporting Act.

Where To Get Up To Date Crime Data


- From the Lights and Siren Section of the UNO student newspaper, *Driftwood*.

- From the New Orleans Police Department Crime Maps. These maps can be accessed from the main NOPD website [http://www.nola.gov/GOVERNMENT/NOPD/](http://www.nola.gov/GOVERNMENT/NOPD/).

- From the Jefferson Parish Sheriff’s Office for the crime statistics concerning the Jefferson Center. These maps can be accessed from the JPSO website [http://www.jpso.com](http://www.jpso.com).

Timely Warnings

Timely Warnings are issued on an as-necessary basis by the UNO Police Department. Some of these alerts are posted on the UNO Police Department website, [http://www.upd.uno.edu/](http://www.upd.uno.edu/).

- Timely Warnings include the E2Campus Alert System, University Alert System, the Crime Alerts, the Daily Crime Log, and the Daily Fire Log.
- Timely Warnings may also be broadcasted through the UNO Public Relations email announcements.

The E2 Campus Alert System.

- To sign up for the E2Campus alerts go to [http://ucc.uno.edu/notification](http://ucc.uno.edu/notification).

- UNO uses E2Campus for emergency system notification. This system allows designated UNO personnel to send time-sensitive messages to the mobile phones and/or email of students, staff, and faculty. In the event of an emergency, UNO subscribers can get notified immediately of a situation such as bad weather, school closing, or any other emergencies, independently of geographical location or of the service provider.

- E2Campus is a 100% web-based software system, so no additional software or hardware is required, except for a web browser with an Internet connection to self-subscribe. The system enforces a strict spam policy which clearly prohibits unsolicited messages and E2Campus does not sell the contact information of their subscribers to third party marketers.

- In order to be notified, you need to create an account and complete a one-time short registration. During the process, you will receive a text message with a numeric validation code in order to validate the registration. You can also add up to two mobile numbers or two email addresses and this information can be updated at any time.

- Once registered, you can access your information by entering your user name and password. Note that this information is independent of the username and password used for the UNO LAN, WebSTAR, Email, and Moogle systems.

**Emergency Number**

280-6666
Safety Awareness and Educational Programs

Education of the campus community is of the utmost importance and is stressed through several institutional committees and departmental operations. Police officer interaction provides ongoing awareness and education. Through these efforts, the following activities of crime prevention are carried out:

- **Escort Program** – Faculty or staff members, students, or guess may request a walking escort to and from campus buildings and parking lots.

- **Campus Emergency Phone System** – Emergency phones with an attached blue light allows any person direct police access by pressing the call button on the phone poles located throughout the campus. The blue light signals the locations of the person for easy identification.

- **Student Orientation Programs** – At the beginning of school, safety educational programs are held at orientation programs for such groups as: international students, housing students, and new and transfer students.

How to Park Smart on Campus

Make sure you have a current parking decal. Parking regulations on this campus require every student, faculty and staff to have a current decal permanently affixed to their car. **The University of New Orleans is a 24 hour/7 day a week campus.**

All parking regulations must be followed around the clock. You must have a valid parking decal, even if you only take classes on campus in the evenings or on the weekends. Temporary decals are available 24 hours-a-day from University Police. That means you may obtain a temporary parking decal if your car with the permanent decal is in the shop and you are using another car in the meantime. The temporary decal is only available to faculty, staff, and students whose vehicle is currently registered with the UNO Police Department and has a valid parking decal.

The regulations are printed by University Police for your benefit. Please read over them. A hard copy is available at the UNO Police Department Office and online at [http://upd.uno.edu/docs/ParkingBrochure.pdf](http://upd.uno.edu/docs/ParkingBrochure.pdf).

Persons who live on campus and who have a vehicle on campus MUST obtain and affix to the vehicle a free residential decal. If you park anywhere outside of your designated residential parking lot on campus you MUST purchase a regular student decal or risk ticketing.

Student decals are valid only for one academic year, August to August.

**STUDENT PARKING IS LIMITED TO WHITE LINED SPACES ON WEEKDAYS.** Faculty/Staff parking spaces are designated by YELLOW lines. After 5:00 p.m., but before 6:00 a.m., and on weekends, students can park in these yellow spaces.

You cannot pull through or back into a parking space. Your parking decal must be facing to the outer lane of traffic so that University Police can verify that vehicle is authorized to be on campus. **University Police will place a boot on your vehicle if you have 3 or more outstanding (unpaid) tickets.**

Loading zones/service areas can only be used with prior authorization from University Police. You will be ticketed without this authorization.

We do need all of the designated disability spaces on campus. Do not park in these spaces unless you have proper authorization from the State and through University Police.

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Non-Emergency 280-6371
There is a small “grace period” at the beginning of each semester for parking without a current/valid decal in student spaces (white) only. Students have about a week to get your decal after the semester begins. University Police will issue tickets for all other violations of the regulations during this “grace period”.

Parking – What Students Should Know

The University of New Orleans Police Department’s mission is to protect and serve the UNO Community, but this department also regulates parking. All vehicles parked on campus require a UNO parking decal. If you do not have a parking decal or decide not to purchase a decal, you can utilize the pay lots at $3.00/day or park off street on Elysian Fields and Leon C. Simon. The two pay lots are located as follows: on the east side of the University Center on Alumni Drive and on the west side of the Earl K. Long Library on Founders Rd. This department will begin issuing decals for the new academic school year during fall registration in August. During fall registration, students will be allowed to park in the white lined spaces in the general parking lots. Citations will not be issued during the first two weeks of registration in the white lined parking spaces. Remember to read and familiarize yourself with the Parking & Traffic Rules and Regulations Booklet. Parking rules and regulations are enforced 24 hours/day, 7 days/week.

Residential Parking Decals

There are several types of parking permits issued through our department. Residential parking decals for Pontchartrain Hall and Privateer Place are issued free - no cost to residents. Pontchartrain Hall decals expire per semester, so residents must renew each semester. Privateer Place decals are good for the entire academic school year, which runs from August 15th of one year to August 15th of the next year. Residential parking is restricted to certain areas. Residents of Pontchartrain Hall must park within the Residential Parking Area. Residents of Privateer Place must park white lined spaces only in the parking area of the gated apartment complex located on Levee Road. Remember, residential parking is restricted and anyone found parking outside their restricted parking area will be subject to receive a citation for violating the Parking & Traffic Rules and Regulations. To park on campus, residents must purchase a regular student parking decal.

Student Parking Decals

Student parking decal fees vary per semester. Fall semester initial fee $100.00, all additional decals $50.00. Spring semester initial fee $85.00, all additional decals $43.00. Summer semester initial fee $60.00, all additional decals $30.00. All student decals for the new academic school year are valid from August 15th of one year to August 15th of the next year. Therefore, all decals expire at the same time regardless of the date it is issued. So, if you purchase a decal in the Fall there is no need to purchase one for the Spring unless you’re getting an additional decal for a second vehicle. Student parking decals allow students to park in white lined spaces only in the general parking lots which are shared lots for students, faculty and staff. Students may park in yellow lined spaces after 5:00 PM with a current student parking decal for that academic school year. Faculty/Staff only parking lots are clearly marked with signs at the entrance of these lots. Remember, student parking is white lined parking spaces and the parking rules and regulations are enforced 24 hours/day, 7 days/week.

Special Note: Student parking decals are required by all students driving vehicles on campus - no exceptions unless you plan to park in the pay parking lots for $3.00/day.

To Obtain a Parking Decal

To obtain a residential and/or student parking decals, students must have a valid driver’s license, a valid vehicle registration and login to WebSTAR and complete the online decal application. The decal fee is to be paid at the Bursar's Counter. In addition to these steps, residents of Privateer Place must bring a completed Privateer Place Parking Agreement Form which they can obtain from the management office of that complex. Students must be registered, half of the fees must be paid and have payment receipt for parking decal(s). Once all information has been verified, decal(s) will be issued. Finally, registration of your vehicle is not complete until you affix your decal to your car. All decal(s), residential and student must be
placed on the outside of the rear window on the lower left side. For additional information please contact University Police Parking & Traffic Division at 280-6047.

Alcohol Sale and Consumption Policy

Persons privileged to purchase alcoholic beverages, including wine and beer, on the UNO campus must meet the State of Louisiana age requirement (must be at least 21 years of age to purchase alcohol). Identification showing proof of age must be presented when purchasing alcoholic beverages, in accordance with state and local law. Alcoholic beverages will be sold and consumed only at designated locations and only to UNO students, faculty, staff, alumni and their guests.

Alcoholic beverages may be served at the University Center under the direction, supervision and control of the Food Service staff. Said beverages shall be sold in this area by the university only at events sponsored by authorized campus organizations and approved by appropriate administrative officials; Alcoholic beverages may be consumed (not sold) in University Housing areas by residents and their guests who are of legal age (21); During arena events, alcoholic beverages may be sold at the Lakefront Arena by authorized officials of that facility; Alcoholic beverages may be sold by authorized officials of UNO’s Department of Intercollegiate Athletics.

In addition to the above, the policy permits the possession and consumption of alcoholic beverages during such functions and at such locations that the Chancellor may deem proper to approve. The consumption of alcoholic beverages will be limited to those areas designated above.

UNO Drug Free Campus Policy

The University of New Orleans prohibits the abuse of drugs, including alcohol. It is unlawful to possess, use, or distribute illicit drugs on UNO property or at any University-sponsored event, whether or not the event occurs on campus. In addition, UNO prohibits the use of alcohol on campus, except in the designated areas outlined by the University.

The University provides counseling, referral services and other assistance to students, faculty and staff who seek help with substance abuse problems.

Alcohol and drugs can seriously damage physical and mental health, as well as jeopardize personal and public safety. For these reasons, violators of the UNO drug policy will face judicial action, as outlined in the University of New Orleans Student Code of Conduct. Penalties for students who are substance abusers include suspension or expulsion. Penalties for faculty and staff members include termination of employment, as outlined in the Drug-Free Workplace Policy, which is found in AP 5.3.

As with all illegal activities, substance abuse can result in criminal prosecution as well, under state and federal laws, including section 22 of the Drug-Free Schools and Communities Act Amendment of 1989 (Public Law 101-226). This brochure outlines some of the basic information you may need to understand the health risks and legal risks associated with drug and alcohol abuse. It also explains some aspects of the UNO drug policy, the various penalties that apply to substance abusers, and where to go for help. Phone or visit Student Health Service (HPC 109) if you have any further questions about these drugs and their effects on you, your family or your friends.

Health Risks

Alcohol is the most widely used drug and most widely abused drug in the United States. Problem drinkers and alcoholics suffer from extremely high rates of disease and death, and they kill large numbers of their fellow citizens each year in automobile accidents and in violent acts. Alcohol depresses the central nervous system, impairing reflex skills for activities such as driving. Low
doses may relax a person. Increasing doses impair judgment and produce emotional instability. The seriousness of the result depends upon the metabolism of the drinker as well as the amount consumed. Chronic use of alcohol causes irreversible damage to body tissues, such as the brain and liver, nutritional deficiencies and memory problems. Scientific studies have linked alcoholism with several kinds of cancer and also with cirrhosis of the liver. There is also a high risk of addiction, especially for people with a family history of alcoholism. Alcohol works by removing oxygen from the bloodstream. This in turn kills brain cells (even in relatively moderate doses), and this is why high doses produce coma and death. It is extremely important that pregnant women avoid using alcohol, because the oxygen deprivation occasioned by alcohol use affects the developing brain of the baby and can produce mental retardation and other abnormalities, a condition known medically as "fetal alcohol syndrome."

Cocaine and its derivative, crack, have become an increasing source of addiction, hospital emergencies, and death. These drugs act as an anesthetic and a stimulant for the central nervous system. They cause increased heart and respiration rates, as well as elevated blood pressure. An overdose can cause heart failure.

Cocaine and crack are highly addictive. Withdrawal causes intense cravings. When used during pregnancy, they can cause miscarriage, malformation, retardation, low birth weight, and withdrawal syndrome in the newborn. In adolescents and adults, chronic use often leads to deterioration of nasal tissues, chronic lung disease, heart problems, paranoia and psychosis. People who use these drugs may need help and support to stop.

Marijuana and hashish have been widely used in the United States, frequently with little regard for the legal penalties imposed for their use. Using marijuana can cause various reactions, ranging from euphoria to depression and hallucinations. Only recently have medical studies demonstrated the physical and psychological consequences of long-term use of marijuana. These include low sperm counts, impaired immune system functioning, chronic bronchitis, chronic obstructive lung disease, impaired memory, and motivational syndrome. There is clear evidence that marijuana is a psychologically addictive drug.

Hallucinogens (LSD, PCP, ecstasy, mushrooms, etc.) are very unpredictable substances. They cause hallucinations and abnormal sensory feelings involving colors, lights, and sounds, which are influenced by the environment in which the user takes the drug.

After use, frightening flashbacks can occur, and during use, impaired mental function can cause accidents involving injury or death. Users can experience panic attacks ("bad trips") and these trips can trigger long-term psychotic behavior. Psychological dependence may also develop. Treatment consists of reassurance counseling and certain medications.

Narcotics like heroin, codeine, morphine, demerol, and talwin, are highly addictive drugs. They act on the central nervous system to reduce sensitivity to pain. They produce a "rush" and then euphoria. Some of the risks are death from overdose, and AIDS and hepatitis (from sharing needles). Withdrawal is painful and dangerous. In a short period of time, users develop physical addictions that require feeding their habit every three to six hours to avoid withdrawal symptoms. Treatment can consist of non-addicting medications to help users detoxify.

Designer drugs are various kinds of street drugs that are developed in illegal laboratories. They can be similar to narcotics, stimulants or hallucinogens. They may cause neurological symptoms, like permanent Parkinsonism (a continual trembling) and death. Users never know quite what they are getting into with these drugs, and diagnosis and treatment can be very difficult, if not impossible. The consequences are unpredictable and can be permanent.
Prescription depressants, like Valium and sleeping pills, can cause physical and psychological dependence with long-term use. Combined with alcohol they are the most common cause of accidental overdose and suicide. Fatigue, confusion, loss of coordination, and loss of motivation can be symptoms of abuse. When properly supervised by a physician, they can be safe medications, but withdrawal can be difficult and long lasting.

Anabolic steroids are sometimes (and inadvisably) used by athletes and body builders. They are often distributed illegally, exposing users to legal penalties. It is possible for some athletes to put on extra muscle mass if they use anabolic steroids while training with weights, but the side effects and long-term consequences are extremely serious and far outweigh the short-term gains. Users can exhibit aggressive personality changes and may also develop acne, insomnia, sexual dysfunction, secondary male sexual characteristics, and risk for HIV and hepatitis, if injected. Consequences in later life can include sterility, early heart disease and liver cancer.

Counseling Services

Counseling Services offers short-term, time-limited mental health counseling for current UNO students. While Counseling Services does not offer substance abuse counseling, Counseling Services staff can provide initial assessment and referrals for substance abuse treatment and related local resources for UNO students. Counseling Services is located in the Human Performance Center (HPC) room 112 and can be reached by phone at 504-280-6683. Faculty and staff in need of substance abuse counseling should contact the employee assistance program through the UNO office of Human Resource Management.

University Sanctions

Violations of the University drug policy by students, faculty or staff will result in disciplinary action. Depending on the nature of the offense, this can take the form of a written reprimand, suspension, demotion, reduction in pay, or termination of the person's association with UNO. Judicial actions taken against students will be imposed in accordance with the Judicial Code section of this Policy Manual. Violations by academic employees will be handled in accordance with the University Policy on Faculty Conduct section of the Faculty Handbook. Disciplinary actions taken against classified employees will be conducted in accordance with the State Civil Service Rules. Non-classified employees will be disciplined through their direct supervisor, director or dean. Other employees not listed above are subject to similar types of sanctions.

For Injuries Caused by Intoxication

Employees injured while intoxicated will not be entitled to workman's compensation, unless the employee's intoxication resulted from activities which were in pursuit of the employer's interests or in which the employer procured the intoxicating substance and encouraged its use.

The employer has the right to administer drug and alcohol testing or to require that the employee submit to such testing immediately following an accident. Under current Louisiana law, an employee's failure to submit to testing allows the employer to assume that the employee is intoxicated.

Legal Sanctions

For Drugs

It is unlawful in Louisiana to produce, manufacture, distribute, dispense, or possess illegal drugs. The most common illegal drugs on college campuses are marijuana, opium derivatives, hallucinogens, depressants, cocaine, cocaine derivatives, and amphetamines.

Tip: For personal safety, especially after an evening class, walk with friends or someone you know well, or call UNOPD at 280-6371 for an escort.
The maximum penalty provided by Louisiana law for possession of hallucinogenic drugs, opium derivatives, and depressants is imprisonment at hard labor without benefit of probation or suspension of sentence. An additional fine of up to $15,000 may also be imposed.

The penalty for violating Louisiana laws concerning cocaine, cocaine derivatives, and amphetamines is not less than five years nor more than thirty years of imprisonment at hard labor, with a possible $15,000 fine.

The revised criminal code carries specific penalties for possession of marijuana. A first conviction warrants up to six months in prison and the possibility of a $5,000 fine. A second conviction earns up to five years' imprisonment and a $2,000 fine. A third conviction earns up to twenty years' imprisonment. Much more severe penalties exist for possessing marijuana with intent to distribute or for actual distribution: hard labor for up to forty years and fines as high as $500,000.

**For Alcohol**

It is unlawful in Louisiana for anyone under 21 years of age to purchase any alcoholic beverage. It is unlawful in Louisiana for anyone under 21 years of age to "publicly" possess any alcoholic beverage for any reason, in any place open to the public, including clubs that are de facto open to the public.

Exceptions occur when the alcohol is possessed or consumed for the following reasons:

- For established religious purposes
- For medical purposes when prescribed by a licensed authority
- When an 18-20 year old is accompanied by a parent, spouse or legal guardian at least 21 years of age in private residences, or private clubs or establishments
- When lawfully employed by a licensed enterprise for the lawful sale, handling, transport or dispensing of alcoholic beverages.

Driving under the influence of alcohol is illegal in Louisiana, and anyone with a blood alcohol level of .08 or above will be charged with driving while intoxicated (DWI) or driving under the influence (DUI).

**Safety in the Workplace**

Here are some suggestions to keep you safe while working at UNO:

- When working late, make sure doors are locked.
- Avoid using stairs in remote areas of the building.
- Never prop doors open.
- Keep belongings in an area that can be locked up, such as a desk or cabinet.
- So not hold doors open for strangers when the building is closed for the evening.
- Let others know where you are when working late.
- Use the Safe Escort Services provided by the University Police to walk you to your vehicle.
- Think of the “what ifs” and have a plan in mind.
- Do not be distracted while walking or jogging.

Office personnel should have a plan in place for emergencies such as angry or volatile persons or domestic violation situations.

**Tips To Prevent Auto Burglary and Theft**

- Always roll your windows up and lock your car.
- Don’t leave valuables in plain view. Items left in the open attract thieves. Store them in the trunk if necessary.
- Engrave expensive accessories, such as car stereos and speaker systems, with your driver’s license number. This aid the police in tracing the stolen items.
- Never leave your vehicle running and unattended.
• Install an antitheft device that is highly visible, hard to defeat and renders the car inoperable.
• Drop a business card or address label in the map pockets of your doors.
• Don’t hide a spare key.
• Don’t leave important papers such as a bank statements, credit card statements, and other important documents in your car.
• Photocopy your registration and insurance information and keep it in a safe place other your vehicle.
• Most importantly, be crime wise. Think of what you can do to protect your belongings ahead of time before you become a victim. Don’t become complacent.
• If you find your car has been burglarized, contact the UNO Police Department immediately and try not to touch the vehicle. The more you touch your vehicle, the more you contaminate the crime scene.

If you are confronted by an armed robber:

• Do not resist.
• Look at the robber but do not stare. This will enable you to provide a description to the police later.
• Assure the robber you are complying with his or her demands.
• Move slowly – avoid quick movements.
• Carry only as much cash and credit cards as you will need for the occasion.

• Take a cab to move about the city or travel in groups.
• Report any incidents to the University Police Department or if off campus to the local law enforcement authorities.

If you live in a residence hall or apartment, remember:

• Always lock your door when taking a nap, shower, retiring for the evening, or leaving your residence.

• Never hold or prop open the door to the residence hall or apartment.
• Secure valuables when leaving your residence.

Protecting yourself against sexual assault:

• If you are being victimized by a person who is attempting to sexually assault you, take the following steps to stop the assault from progressing. Remember that the goal is survival.
• Stall for time. Figure out your options. Each situation is different. Decide if you will fight, try to talk your way out of the assault, scream, or, if necessary for your survival, submit.
• If you fight, hit hard and fast. Target the eyes and groin.
• Try to dissuade the attacker from continuing. Tell him you have a sexually transmitted disease, tell him you are menstruating, urinate, vomit, or do anything to discourage the attacker.

Protecting yourself against stalking:

• In recent years society has become more aware of the dangers of stalking. Stalking, under Louisiana law, is repeated harassment that could or does cause the victim to feel intimidated, threatened, or frightened. While it is difficult to prevent stalking from occurring, you can take steps to prevent it from continuing.

• If you are a victim of stalking, report this to Campus Police or local police department, even if you do not know if you will be filing charges.
• Gather information to help your case, such as taped recordings of threatening phone calls, license plate state and number, description of vehicle, a personal description, and a detailed listing of any contacts the stalker makes with you.
• Follow up in court. Take out an anti-stalking order at your local circuit court, and/or file a civil lawsuit against the stalker for damages resulting from the stalker's behavior.
• If the stalking continues after the anti-stalking order has been sent, contact the police. No method of crime prevention is guaranteed to work 100% of the time. However, in taking these steps, you are removing the opportunity from would be criminals, and you will be less likely to be victimized. Be smart. Learn these steps, and make them a habit in your life.

Protect yourself from Date Rape Drugs

Never leave your drink unattended. Date rape drugs can be slipped into any type of drink and they are odorless.

• Do not accept drinks from strangers.
• Watch bartenders pour your drink.
• Attend parties and bar with friends who will be with you throughout the evening.
• Have a designated driver arranged before going out to a party. The designated driver doesn’t consume any alcohol or illegal substances.
• If you think your drink has been tampered with, seek medical attention right away and request the hospital conduct a toxicology test.

For more information concerning Campus Safety Tips visit http://upd.uno.edu/safety/index.cfm.

Sexual Offender Registration Policy

The Campus Sex Crimes Prevention Act (section 1601 of Public Law 106-386) is a federal law which was revised on October 28, 2008, that provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, working or volunteering on campus. It also amends the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act to require institutions of higher education to issue a statement advising the campus community where to obtain law enforcement agency information provided by a state concerning registered sex offenders.

The Louisiana State Police Sexual Offender website, http://www.lsp.org/socpr/default.html is the location which contains all individuals who have been convicted of a sex crime and are required by law to register with the State of Louisiana.

Clery Act Definitions

“On Campus” is defined as any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls. This also includes any building or property that is within or reasonably contiguous to the geographic area that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

“Dorms/Residential Facilities” for students on campus is a subset of the “On Campus” category.

“Non Campus” is defined as any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. This also includes any building or property owned or controlled by a student organization that is officially recognized by the institution.

“Public Property” is defined as all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

“Sex Offenses” – Forcible” is defined as 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.

“Sex Offenses” – Non Forcible” is defined as incidents of unlawful, non-forcible sexual intercourse. Only two types of offenses are included for Clery: Incest and Statutory Rape.

Preparing for a Hurricane

Hurricane Season occurs from June 1 through November 30 each year. Please develop a personal hurricane emergency preparedness and evacuation plan. The University has a comprehensive Hurricane Preparedness Plan which can be obtained by visiting: http://ehso.uno.edu/docs/UNO-HurricanePlanDetailed.pdf

To ensure the safety of UNO students, faculty, and staff, the University of New Orleans has developed extensive emergency plans, which are recommended as general guidelines for students, faculty, and staff, in the event of a storm and/or other emergencies. The university’s primary concern is the safety, health, and well being of UNO community members. All decisions reflect this ethic.

To access the below listed Emergency Plans visit: http://ehso.uno.edu/index.cfm and then click on the University Emergency Plans link:

- AP 48.02 UNO Disaster Emergency Plans
- Building Coordinator Hurricane Checklist
- Campus Evacuation Plan
- Communications Plan
- Department Head Hurricane Checklist
- Extreme Conditions Response Plan
- Facility Services Building & Grounds Emergency Plan
- Hurricane Plan
- Shelter In Place
- University Services Resumption Plan

During a time of emergency, please monitor the UNO and Student Housing websites http://uno.uno.edu and http://housing.uno.edu for university updates.

When a hurricane shows signs of intensifying to a catastrophic level, students will be advised to begin researching available air, train, and bus schedules and fares if they are not evacuating by car.

If students are unable to evacuate on their own, limited bus transportation will be available to evacuate those resident students (disabled students, international students, students residing off campus) unable to evacuate on their own. UNO will be capable of evacuating only a limited number of students. These students may bring only minimal personal belongings (toiletries, towel, medications, and a single change of clothing) that they are able to hold on their laps. NO SUITCASES will be allowed. All personal belongings must be contained in a book bag or small duffel/gym bag.

Students evacuated by bus will be transported to a shelter out of the immediate danger zone. At this evacuation site, students can expect to share an open gym floor without cots in a non-air conditioned building with extremely limited resources. Working bathrooms will be available but could become disabled. At the off-campus evacuation site, water and prepackaged military meals, Meals Ready to Eat (MREs), will be supplied in limited quantities. Occupants must abide by fixed rules to ensure order. Roads may become impassable due to flooding. Depending on storm damage, these conditions can last for several days or longer. Activation of the Evacuation Plan signals imminent weather related danger.

Aftermath Plans

If the University is deemed safe:

1. At the shelter, the Plan Coordinator, through the UNOPD representative, will announce return departure time and designated loading area. (Housing students will not be allowed to
return to campus until the Student Housing units are ready for occupancy.)

2. Upon arrival on campus, those who sought shelter will be released from Administrative Instructions orders and shall be released under their own recognizance. Students are reminded to contact their parents/family.

3. Plan Coordinator shall release HEIT members from duty.

4. Plan Coordinator will announce the official end of the emergency.

If the University is deemed unsafe:

1. Students and emergency personnel shall make their way to the nearest airport, train, or bus station so that they may make appropriate arrangements for travel. All expenses incurred shall be the individual's responsibility.

2. The University will activate its University Services Resumption Plan. For further details visit: [http://ehso.uno.edu/index.cfm](http://ehso.uno.edu/index.cfm) for the full written plan.

**Pontchartrain Hall Safety**

Pontchartrain Hall is a state of the art residence hall located on the main campus of the University of New Orleans. This residence facility consists of two separate and complete residence halls, Pontchartrain Hall North and Pontchartrain Hall South. They are located adjacent to each other on the corner of Milneburg Street and Leon C. Simon Boulevard.

Safety in and around Pontchartrain is first and foremost. Campus Police provide 24 hour patrols around the perimeter of Pontchartrain Hall North and South. There is also a state of the art surveillance system covering the common areas within the hall as well as the exterior and parking areas. Card access is required for entrance into the Pontchartrain Halls.

**Emergencies**

In the event of an emergency, please call University Police at ext. 36666, North Hall front desk at ext. 37777 or South Hall front desk at ext. 37739. The front desk will report facility and mechanical problems, and if necessary, contact the RA on duty, the Residence Hall Manager or the Director of Student Housing.

**General Safety**

UNO Student Housing and Police Department wants all residents to remain safe when they are both on and off campus. The Housing Office works closely with both the UNO Environmental Health and Safety Office and the UNO Police Department regarding training programs for staff, safety inspections, fire drills, incident investigation and educational programming for residents.

The following situations may indicate criminal activity and should be reported to your Residence Hall Staff and University Police:

- A scream or call for help
- A strange, unescorted person on your floor
- A broken window
- Seeing someone you do not know or recognize:
  - Entering your neighbor’s room
  - Entering an office with no apparent business to transact
  - Loitering in a parking lot, near your residence hall, or work area
  - Carrying two bicycles
  - Trying to break or pry open a car window
Privateer Place Apartments Safety

Privateer Place Apartments is a unique residential community for students, faculty, staff, and affiliates of the University of New Orleans located on the north side of the campus.

The Privateer Place property management personnel are committed to ensuring the residents of Privateer Place, who are mostly students of UNO, are safe while they are here on campus. One of the security features at Privateer Place is the eight-foot perimeter fencing surrounding the complex. There is only one entrance to the complex which requires an access card for the front gate for added security. The Management believes in the effectiveness of neighbors looking out for each other and encourages residents to get to know their neighbors. It is the responsibility of the residents to promptly report any incident in criminal nature to the University Police Department at 280-6666 or N.O.P.D. at 911 and to the complex office. Whenever possible furnish a detailed description of the offender, date and time, make and color of vehicle, license plate number, etc.

Access onto the property is by card access from either the front vehicle gate or the walk through gates. The following card access guidelines should be followed to prevent unwanted visitors onto the property:

- Immediately report lost or stolen cards to the leasing office. Your personal electronic code can then be programmed out of the computer to prevent unauthorized use of the card.
- Do not let other people use your card.
- Mere possession of a card does not necessarily confirm right of entry. Therefore, please do not assist anyone who appears to be having difficulty gaining entry. Please do not let someone whose access privileges have been revoked, or guests of others, enter the property with your card.
- To avoid damage to your vehicle and to the vehicle access gates, pass through the gates carefully. Do not tailgate and follow other cars through the gate.

Personal Security – While Inside Your Apartment:

- Lock your doors and windows, even while you’re inside.
- Use the deadbolt locks on the doors while you’re inside.
- When answering the door, see who is there by looking through a window or peephole. If you don’t know the person, first talk with him or her without opening the door. Don’t open the door if you have any doubts.
- Don’t put your name, address, or phone number on your key ring.
- If you’re concerned because you’ve lost your key or because someone you distrusted has a key, ask us to rekey the locks. You have a statutory right to have that done. There will be a charge to rekeying the lock.
- Dial 280-6666 to contact the UNO Police Department for emergencies. Keep phone numbers handy for the police, fire, and EMS. If an emergency arises call the appropriate governmental authorities first and then the leasing office.
- Check your smoke detector monthly for dead batteries or malfunctions.
- Check your door locks, window latches, and other security devices regularly to be sure they are working properly.
- Immediately report the following to the leasing office immediately:
  - Any need of repairs of locks, latches, doors, windows, and smoke detectors; and
  - Any malfunction of other safety devices outside your dwelling, such as broken gate locks, burned out lights in stairwells and parking lots, blocked passages, broken railings, etc.
• Close curtains, blinds, and window shades.
• Mark or engrave identification on valuable personal property.

Personal Security – While Outside Your Apartment:
• Lock your doors while you’re gone. If you have them, lock your door handle lock, keyed deadbolt lock, sliding door pin, sliding door handle latch, and sliding door security bar.
• Leave a radio or TV playing softly while you’re gone.
• Close and latch your windows while you’re gone, particularly when you’re gone for an extended period.
• Tell your roommate where you’re going and when you’ll be back.
• Don’t walk alone at night.
• Don’t hide a key under the doormat or a nearby flower pot. These are the first places a burglar will look.
• Don’t give entry codes or electronic gate cards to anyone.
• Use lamp timers when you go out for the evening or go away for an extended period of time.
• Let the leasing office, the UNO Police Department, or a friend know you’ll be gone for an extended period.
• Carry your door key in your hand, whether it is daylight or dark, when walking to your entry door. You are more vulnerable when you are looking for your keys at the door.

Personal Security – While Using Your Car:
• Lock your car doors while driving. Lock your car doors and roll up the windows when leaving your car parked.
• Don’t leave exposed items in your car, such as cassette tapes, wrapped packages, briefcases, or purses.
• Don’t leave your keys in the car.
• Carry your key ring in your hand while walking to your car, whether it is daylight or dark, and whether you are at home, school, work, or elsewhere.
• Try to park your car in an off-street parking area rather than on the street. If you park on the street, park near a street light.
• Check the backseat before getting into your car.
• Don’t stop at gas stations or automatic teller machines at night, or anytime when suspect danger.

Community Living:
• Firearms – Firearms and other weapons, or any object that can be construed as a weapon are not allowed on the property. You must comply with all federal, state, local, and University laws and regulations pertaining to all weapons including, without limitation, explosives, bows and arrows, illegal knives, martial arts weapons, air rifles, and BB guns.
• Alcohol – Possession or consumption of alcohol beverages must be in compliance with local, state, and federal laws, and with the rules and regulations of the University. If you are under 21 years of age, you may not consume or possess alcohol. Alcohol and it’s containers may not be consumed or displayed in public areas, including balconies, windows, patios, and walkways. Kegs of any type and other common source alcohol containers are not allowed. The management will dispose of any alcohol remaining in containers of this type found on the premises. Alcohol-related conduct that ignores the rights of others to a quiet, orderly living environment is not acceptable. Alcohol bottle collections may not be displayed in common living areas such as kitchens, living rooms, bathrooms, and are not allowed displayed in windows.
• Drugs and Illegal Substances – Use, possession, and/or distribution of drugs, and/or illegal substances is strictly prohibited and will result in eviction and referral to law enforcement agencies and the University.
judicial officer. This includes possession of any drug paraphernalia, or any object that can be construed as drug paraphernalia. Privateer Place Apartments is a Drug Free Community For more information about Privateer Place Apartments visit http://www.privateerplaceuno.com/.

**University Alert System**

**Shelter in Place**

A Shelter in Place incident is a potentially threatening situation on campus that may involve disasters such as chemical or biological attacks or leaks, natural disasters such as tornados or attacks with weapons.

Below are the steps that faculty, staff and students should follow if an incident such as this should occur on the UNO main campus.

A 3 minute siren sound means “take shelter”; a 15 second sound means “all clear.”

**Active Shooter**

**Warning Siren**

When you hear the official shelter-in-place warning siren, you should:

- Direct any non-threatening individuals into your area; Lock or barricade your area door and windows, if possible; If you are outside on campus, exit the campus. Entering a building is dangerous as the shooter may be in the building.

**Text Message**

If you hear the siren and you are registered for the University’s text messaging service http://ucc.uno.edu/notification, you should:

- Check your text messaging service immediately; silence the ringer on your mobile device;
- You will receive a text message indicating the nature of the emergency and what steps to take to protect yourself.

**Email Message**

An email message will be sent to all UNO email addresses indicating the nature of the emergency and what steps to take to protect yourself.

**Move Away from Doors & Windows**

- Direct others in your area to move away from doors and windows and stay silent;
- Do not open your door for any reason;
- Building Coordinators and University Police will have keys to open doors.

**Cover Windows/Turn Off Lights**

- Cover area windows/close blinds (if possible);
- Turn off lights.

**If You Hear Gunfire**

- Lie flat on the floor and direct those around you to do the same;
- Remind everyone to stay silent and silence their ringer on their mobile devices.

**Take Roll of Those Present:**

- Someone should take roll of everyone present and provide this information to police.

**Stay Where You Are**

- Until the all clear siren is sounded, an all clear email is received or an all clear text message is received;
- Until you are given face-to-face instructions by University Police or a University administrator that the emergency is over.

**Do NOT Call the University Police**
Once the siren has sounded, University Police are aware of the emergency;
Only call University Police if you have a life-threatening emergency or an immediate dangerous situation to report.

For more information visit:
http://upd.uno.edu and click the University Alert System link.

Missing Student Policy

If a member of the UNO Community has reason to believe that a student is missing, whether or not the student resides on campus, all possible efforts are made to locate the student to determine his or her state of health and well-being through the collaboration of the University Police and the Office of Student Affairs. The University Police Department will fully investigate the incident to determine the student's whereabouts through contact with friends, associates, and/or employers of the student. Whether or not the student has been attending classes, labs, and scheduled organizational or academic meetings; or appearing for scheduled work shifts will be established.

If not located, notification of the family within 24 hours of receiving the initial report is made to determine if they know of the whereabouts of the student. The University Police will cooperate, aid, and assist outside law enforcement agencies in all ways prescribed by law. If the student is an on-campus resident, the University Police will open an official investigation and work in conjunction with the local law enforcement agencies.

Missing Person Procedures

The University of New Orleans is mandated by The Higher Education Opportunity Act (HEOA) section 488(3) to establish a missing student notification policy for students who reside in on-campus housing.

Through the University’s WebStar site, students can register confidential emergency contact information to be used only in the event a student becomes missing. The information provided by the student will be used by University officials to notify the individual, ideally a parent or family member, who the student has listed as a contact person. Students also have the option to decline providing the contact information which is a check box if the student chooses not to enter the information.

According to HEOA, for any reported missing student under the age of 18 (who is not emancipated), the University is required to notify a custodial parent or guardian no later than 24 hours after the student has been determined to be missing. For students 18 and over, if a student has been determined to be missing by law enforcement personnel and has been missing for more than 24 hours, the University is required to call the student’s designated emergency contact.

Procedures for Registering Confidential Contact Information

- Go to the University of New Orleans website at http://www.uno.edu/ and click on the “Current Students” link on the left side of the page
- Click on the “WebStar” link
- On WebStar logon page, click “Students” link
- Enter your student “User ID” and “Password”
- This will bring you to the Student Self Services page
- Click on the “Personal Portfolio” link
- Under Contact Information, click on the “Emergency Contacts” link
- On the Emergency Contacts List page is a check box which states, “I do not wish to provide this information”. If the student does not wish to provide confidential contact information, then this box can be clicked on and a check mark will be placed in the box. The information will be automatically saved. If the student elects to enter confidential contact information, then
the student should follow the instruction provided to enter the data.

Annual Fire Safety Report

Daily Fire Log

The UNO Police Department maintains a written, easily understood daily fire log which records the date occurred, time, location, and the nature of the fire. The fire log is updated daily when incidents occur and can be accessed at http://www.upd.uno.edu/FireLog/.

Overview

Fire and life safety is of paramount importance within the residence hall. Your actions could affect the life and property of other students in your community. Please be aware of your actions and observe the Health, Fire and Life Safety policies. To ensure fire safety within the residence hall, certain appliances and items are prohibited. If you are not sure about an item, please ask your RA or submit your question to the following web site: www.uno.edu/ehso, or contact the UNO Office of Environmental Health and Safety at 280-6670.

Appliances

Only UL approved microwaves (Residential), refrigerators (4.6 cubic ft. max), blenders, grounded coffee makers, fans, irons, popcorn poppers (with self-contained heating coils) and hot pots (with self-contained heating coils and capacity of 3 cups) are allowed in Residence Hall Rooms.

Not allowed are crock-pots, electric woks, George Forman grills, hotplates, rice cookers, space heaters, toasters, toaster ovens, electric skillets or any cooking appliance other than those specifically approved.

By order of the State Fire Marshall, the use of any appliance with open heating coils is prohibited. Students found in violation of policy will be directed to immediately remove the prohibited item and will be subject to disciplinary action.

Candles and Incense

Candles and incense are not permitted in student rooms at any time, for decoration or for any other purpose.

Smoking

Smoking is not allowed in Pontchartrain Hall. Smoking is allowed in the Courtyard and Patio designated areas only. There is NO smoking in the front entrance areas of Pontchartrain North and South.

Explosives, Fireworks, and Weapons

Fireworks, chemicals, gasoline, other explosives and any weapons that could inflict bodily harm or result in disturbances of the peace are prohibited in the residence halls and on the University campus. Facsimiles, including water guns and air guns, are also prohibited on campus. The prohibition applies to all persons, students, faculty, staff and campus visitors, and it applies to all areas of the University. Louisiana law states that possession of a firearm, illegal knives, clubs or prohibited weapons on a college campus is a third degree felony. Any student found in possession of any of these weapons is subject to disciplinary action, removal from the residence hall and/or arrest. Storage or use of chemicals that generate EPA regulated wastes (this includes photography development chemicals) or controlled substances are prohibited in the residence halls.

Fire Alarms and Fire Safety Equipment

Residents and their guests must evacuate the building and comply with staff instructions any time a fire alarm sounds. By order of the State Fire Marshall, Residence Hall Staff will conduct fire drills on a regular basis. Failure to evacuate will result in disciplinary action, including fines.
Tampering with fire and safety equipment or setting off a false alarm is a violation of State Law and University regulations and will result in University disciplinary action, including fines, removal from the hall and/or possible legal action. Tampering is defined as any action that may damage or interfere with the normal functioning of the fire and life safety system. Tampering includes, but is not limited to, the following:

Disconnecting, intentionally damaging, covering or vandalizing in any way smoke detectors, fire sprinklers, alarm horns, pull stations, fire extinguishers, door closers or exit signs, covering or hanging anything on fire sprinkler heads or pipes is not permitted at any time.

Any malfunction of the safety equipment, including room smoke detectors or fire sprinkler equipment, should be immediately reported to the front desk. The Student Housing Department and the Office of Environmental Health and Safety are committed to the prevention of tampering with fire safety equipment and will work with staff, students and University Police to identify responsible individuals. All students with information that can assist in the investigation are encouraged to contact a residence hall staff member or the University police. If and when necessary, a reward may be offered to the person(s) with information that leads to the identification of the responsible person. Reward information will be posted in the residence hall.

Fire and Safety Violations

Tampering with fire and life safety equipment is considered a Class A Misdemeanor subject to fines and imprisonment. At a minimum, students found responsible for tampering with fire and life safety equipment or found in violation of fire and life safety policies are subject to the penalties listed below. This can include disciplinary action up to removal from the residence hall, fines and possible legal action.

Fire Sprinkler System

Tampering with the fire sprinkler system is a violation of State Law and University regulations and will result in University disciplinary action, including fines and removal from the hall and/or other possible legal action. Residents who tamper with the fire sprinkler system and cause damage will be subject to disciplinary action, a fine and all costs to repair the system. Residents who tamper with the sprinkler system and cause a sprinkler to activate will be subject to disciplinary action, including fines and possible removal from hall, and also be responsible for all damages to resident and University property.

Health, Fire, and Safety Inspections

To ensure safety policies are followed, the Student Housing Staff along with the Office of Environmental Health and Safety may conduct health, fire, and life safety inspections of residence hall rooms. The housing and/or Health and Safety Officer may conduct room inspections.

Inspections will look for the following:

- Prohibited Items
- Tampering with fire equipment
- Mold, mildew, trash and debris
- Proper functioning of fire equipment
- Maintenance related items
- Obstructed route of grass
- Safety related signage

Lighting

Halogen lamps consuming more than 120 watts of power are not permitted in the residence halls. This includes most torchere type fixtures. Students found in violation of this policy will be directed to immediately remove the prohibited item and be subject to disciplinary action, including a fine.
Smoke Detectors

Smoke detector malfunctions should be reported immediately. If your smoke detector emits a short beep in a regularly timed pattern, your smoke detector needs to be serviced. Fill out a Work Request Form (available online) to have the unit serviced.

Resources Available to Crime Victims

The Impact of Crime

After being victimized, most people experience a range of emotions including shock, disbelief, anger, self-blame, and fear. It is important for you to know that what happened was not your fault and help is available. It is important for you to know what resources are available here at the University of New Orleans and in the Metro Area.

The University of New Orleans makes available a brochure to assist crime victims with information concerning available resources. The brochure can be accessed at http://upd.uno.edu/CrimeVictimResources.cfm.

Louisiana’s Crime Victim Bill of Rights

As a victim or designated family member of a victim, you may have the right of notification of certain proceedings in the criminal justice system that may affect you. For this registration you must file a Victim Notice and Registration Form with the arresting law enforcement agency, online, the clerk of court or the prosecuting agency that has jurisdiction over the case. You can register to receive an automated notification when the arrestee/offender is released from custody, and other vital information, by contacting the Louisiana Automated Victim Notification System (LAVNS) toll free at 1-866-528-6748 or WWW.LAVNS.ORG. LAVNS is an anonymous, free service. By registering as a victim, you are also entitled to do a Victim Impact Statement. For you to have these Statutory Rights, the defendant must be charged with any homicide, felony crime of violence, vehicular negligent injuring, first-degree vehicular negligent injuring, sexual offense, or an attempt thereof.

Crime Victims Bill of Rights

- The right to reasonable notice and to be present and heard during all critical stages of pre-conviction and post-conviction proceedings.
- The right to be informed upon the release from custody of the escape of the accused or the offender.
- The right to confer with the prosecution prior to final disposition of the case.
- The right to refuse to be interviewed by the accused or a representative of the accused.
- The right to review and comment upon the pre-sentence report prior to imposition of sentencing.
- The right to seek restitution.
- The right to a reasonably prompt conclusion to the case.

As a witness you have many of the same rights given to the victim. For example, the witness has a right to advance notification concerning judicial proceedings and to be provided a secure waiting area during court proceedings, which does not require close proximity to defendants and their family or friends. A crime victim / witness coordinator assists those who have a case pending within the Attorney General’s Criminal Division.

If you have been a victim or a witness of a crime and need assistance, contact the Louisiana Department of Justice Criminal Division:

1885 North 3rd St.
Baton Rouge, LA 70802
MAIL: P.O. Box 94005
Baton Rouge, LA 70804
PHONE: 225-326-6200
FAX: 225-326-6297

Email: CriminalInfo@ag.state.la.us
Common Reactions to Victimization

Victims of crime may experience many physical, cognitive, and emotional reactions as a result of the victimization. The time of onset and the duration of these symptoms will vary by individual.

Physical Reactions:

- Headaches
- Stress related illnesses, such as nausea, diarrhea, and hives
- Sleep disturbances or nightmares
- Hyperactivity
- Lethargy
- Appetite changes
- Lowered immunity

Cognitive Reactions:

- Forgetfulness
- Inability to concentrate
- Memory loss of the event
- Flashbacks of the event

Emotional Reactions:

- Terror
- Anger or rage
- Guilt
- Anxiety
- Depression
- Mood swings
- Emotional numbness
- Social withdrawal
- Feelings of helplessness

These and many others are normal reactions to experiencing a traumatic event, such as being the victim of a crime. You do not have to go through the healing process alone. If you or someone you know is experiencing such symptoms, talk about it with a trusted family member or friend. Or seek help from one of the resources listed in this brochure. Take the first step towards healing by reaching out.

Support and Resources

UNO Resources

UNO Student Affairs
(504) 280-6222

UNO Counseling
(504) 280-6683

UNO Office of Student Accountability and Advocacy
(504) 280-6222

UNO Office of Disability Services
(504) 280-6222

UNO Greek Life
(504) 280-6349

UNO Women’s Center
(504) 280-7285

UNO Police Department
(504) 280-6666

Off-Campus Resources

New Orleans Police Department
911 (for emergencies)
24 hour Drug Helpline
(504) 486-9690

Jefferson Parish Sheriff’s Office
(504) 363-5500

National Sexual Assault Hotline
800-656-HOPE

Crescent House
(504) 837-7481

Alcoholics Anonymous
(504) 838-3399
Availability of Annual Report

This report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off campus building or property owned or controlled by the University of New Orleans; and on public property within, or immediately adjacent to and accessible from the campus.

You can obtain a paper copy of this report in accordance with United States Code of Federal Regulations, Title 34, Part 668.46(c)(1) by contacting the UNO Police Department at 280-6371 or visiting the following website: http://www.upd.uno.edu.
Campus Crime Statistics Act or Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or Clery Act, requires higher education institutions to give timely warning if crimes that represent a threat to the safety of students, of employees, and to make public their security policies. The Clery Act also requires that the crime data is collected, reported, and disseminated to the campus community.

The crime statistics for the past three years is available below:

**Criminal Offenses – 2008, 2009, 2010**

<table>
<thead>
<tr>
<th>Criminal Offenses – On Campus</th>
<th>2008</th>
<th>2009</th>
<th>2010</th>
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<td>a. Murder/Non-negligent manslaughter</td>
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### Criminal Offenses – Public Property

<table>
<thead>
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### Hate Offenses – 2008, 2009, 2010

### Criminal Offenses – On Campus

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### Criminal Offenses – On Campus Residence Halls
(Residence Halls are a subset of On Campus)

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<th></th>
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**Annual Security and Fire Safety Guide 2011**


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<th>2008</th>
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<tr>
<td>a. Illegal weapons possession</td>
<td>3</td>
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<td>11</td>
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<th>Disciplinary Actions/Judicial Referrals – On Campus</th>
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</table>

Additional information relating to campus safety and security concerns is available by contacting the UNO Police Department at (504) 280-6371.
Fire Safety Statistics

The Higher Education Opportunity Act (HEOA) requires two new safety-related requirements on institutions that participate in federal student financial aid programs which follow:

1. Fire Log: Institutions must keep a fire log that states the nature of the fire, date, time, and general location of each fire in on-campus student housing facilities.

2. Annual Fire Safety Report: Institutions with on-campus student housing facilities must publish annually a fire safety report that provides information on campus fire safety practices and standards.

### Reported Fires – On Campus 2010

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>General Location</th>
<th>Nature</th>
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<tbody>
<tr>
<td>4/19/2010</td>
<td>8:53 am</td>
<td>St. Anthony/Leon C Simon</td>
<td>Vehicle brakes caught fire. No injuries.</td>
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### Reported Fires – On Campus Residence Halls 2010

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