

University of Maine at Farmington

2015 Annual Security & Campus Safety Report and Fire Safety Report



For the Students, Faculty and Staff of the University of Maine at Farmington

University of Maine at Farmington (UMF)
Department of Public Safety/Campus Police
112 Maguire Street
Farmington, Maine 04938
207-778-7400

This report includes campus safety policies, procedures and statistics concerning campus crime for the calendar years 2014, 2013, and 2012. It is for the information of students, employees, parents, prospective students and prospective employees. This report describes how the UMF Department of Public Safety/Campus Police responds to crime and how students, faculty, staff can work together to maintain a safe community. Also included in this report is the Annual Fire Safety Report. If you would like a paper copy of this report, please call 207-778-7400 or come to our office at 112 Maguire Street, Farmington, Maine 04938

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Annual Campus Crime Report:

Safety and Security Information

The UMF Department of Public Safety/Campus Police is located at 112 Maguire Street, Farmington Maine 04938. The phone number is 207-778-7400. The Department reports to the Vice President for Student and Community Services. The UMF Department of Public Safety / Campus Police staff includes the Director of Public Safety/Chief of Police, an Administrative Specialist, 3 full-time Police Officers, 16 Reserve Police Officers, and 15 Student Event Security Staff. The department provides protection and services 24 hours a day, 7 days a week throughout the calendar year. Police Officers at UMF have full law enforcement authorization on all property owned or controlled by the University of Maine at Farmington. The Police Officers of the UMF Department of Public Safety/ Campus Police receive the enforcement authority, via the provisions of Public Law 1971, Chapter 544, Section 142, as amended, and the Board of Trustees grants each campus President, or his or her appointed representative, the authority to appoint persons to act as Police Officers at that campus. All full time Police Officers are trained as any other full time Police Officers in the State of Maine.

UMF Department of Public Safety/ Campus Police Officers patrols the campus 24 hours a day using a marked police cruiser and on foot. During the academic year, UMF Department of Public Safety provides a student inter-campus escort service during nighttime hours.

The UMF Department of Public Safety/ Campus Police has trained Communication staff during the daytime hours, but relies on the Franklin County Communication Center for E-911 dispatching. The Franklin County Communication Center instantly dispatches the appropriate response to a call for service as we are in constant communication, via portable radio.

Cooperative Law Enforcement Functions

UMF Department of Public Safety/ Campus Police Officers are full time police officers and have powers of arrest. They work with and have mutual aid agreements with all local law enforcement agencies. UMF Department of Public Safety/ Campus Police investigate all criminal matters on campus and will work with other area law enforcement agencies in solving crime.

Reporting Criminal Activities or Emergencies

UMF community members and guests who wish to report criminal activities may do so in a number of ways. Emergency calls should be made by dialing 911. When calling 911 from a university phone, the call rings into the Department of Public Safety/ Campus Police office and shows which extension it is dialed from and then rings through to the Franklin County Communication Center (dispatch). This process allows the on duty police officer to mobilize before the call is even completed.

The Franklin County Communication Center personnel are fully trained in 911 procedures and Emergency Medical Dispatching. They will keep the caller on the line to communicate instructions in the event of a medical emergency.

Persons may use any of the 27 emergency phones/call boxes that are strategically located around campus. This provides a direct line to the UMF Department of Public Safety/ Campus Police when

the red button is pushed. These phones are visible and marked with a blue light. You may use the emergency phones to report a criminal incident, a fire or other types of emergency or to request assistance of any kind from the UMF Department of Public Safety/Campus Police. Phone jacks are also available in each residential room, but it is the student's responsibility to plug in a standard phone.

Persons desiring more confidentiality may come to the UMF Department of Public Safety/Campus Police office at any time of the day or night to report a crime. Persons may report criminal activity to UMF Department of Public Safety/Campus Police, Farmington Police, the Franklin County Sheriff's Department or any Campus Security Authority.

If you call to report a crime, please provide the following information:

- Your full name, date of birth and contact information (cell phone number preferred)
- Location and description of the incident you are reporting
- A description of any vehicles or suspects involved in the incident

The most important thing to remember is that suspicion of a crime does not require proof. If you suspect that a crime is being committed or has been committed, call the UMF Department of Public Safety/Campus Police immediately at (207)778-7400.

When a crime is reported to UMF Department of Public Safety/Campus Police or other appropriate officials of the University, it will be investigated by the UMF Department of Public Safety/Campus Police. In addition, if a suspect of a crime is a student, there may be an inquiry through the Office of the Vice President of Student and Community Services or the Department of Student Life. If the suspect is an employee of the University, an inquiry maybe conducted by the Office of Human Resources and/or other appropriate university officials. It is the policy of the University to take every report of criminal activity seriously and to take appropriate action, consistent with applicable law.

TO REPORT A CRIME:

To report a crime: Contact the UMF Department of Public Safety/Campus Police at 778-7400, dial 911 (for emergencies only) or by using any of the emergency call boxes located throughout the campus. Any suspicious activity or person(s) seen in the parking lots loitering around vehicles, inside buildings or around the residence halls should be reported immediately to the UMF Department of Public Safety/Campus Police. In addition, you may report a crime to the following individuals:

- F. Celeste Branham – *Vice President for Student and Community Services - 778-7087*
- Brian Ufford – *Director of Student Life - 778-7334*
- Kathleen Falco – *Director of Human Resources & Finance - 778-7280*
- Joseph McGinn – *Provost / Vice President for Academic Affairs - 778-7279*
- Robert Pederson – *Director of Center for Student Development - 778-7036*
- Julie Davis – *Director of Athletics & Fitness & Recreation - 778-7264*

- James Toner – *Director of the Fitness & Recreation Center* - 778-7494
- Jeffrey McKay – *Director of Facilities Management* - 778-7009
- Farmington Police Department – 778-6311
- Franklin County Sheriff’s Department – 778-2680
- UMF Department of Public Safety/Campus Police - 778-7400

The UMF Department of Public Safety/Campus Police and the Farmington Police Department have a mutual aid and working agreement. Each department augments the other within their jurisdictions during mutual investigations, arrests and prosecutions. UMF Campus Police personnel communicate directly with all other local law enforcement agencies to exchange ideas and problems that may be of concern for the campus community.

Anonymous Reporting

Members of the campus community can receive assistance anonymously by going to the director or counselors with the Center for Student Development and/or the medical staff at the Student Health Center.

The UMF staff/faculty members identified above are not required to report the incident to the Director of Public Safety/Chief of Police. If they do decide to report these incidents confidentially, then the appropriate information, such as, the type of crime, when the crime occurred and where the crime occurred, will be submitted on a confidential reporting form to the Director of Public Safety/Chief of Police by email (brock.caton@maine.edu). This information will be used for crime statistics tracking purposes only. The UMF staff/faculty member will then ensure the reporting party receives information about the appropriate resources available to them and will assist them with contacting our various coalition partners if necessary.

The University of Maine at Farmington maintains a coalition partnership with the Sexual Assault Prevention & Response Services (SAPARS), Safe Voices and Evergreen Mental Health Services.

If the individual filing the report requests a criminal investigation then an officer from the UMF Department of Public Safety/Campus Police will investigate immediately. If the individual does not want a criminal investigation to occur, but would like administrative actions taken, then the Vice President for Student and Community Services will determine the appropriate course of action to handle the incident, to include a judicial hearing.

Criminal Activity Off Campus

When an UMF student is involved in an off-campus offense, officers may assist with the investigation in cooperation with local, state or federal law enforcement. Farmington Police Department routinely works and communicates with UMF Department of Public Safety/Campus Police on any incidents occurring on-campus or in the immediate neighborhood or businesses surrounding the University. UMF does not offer off-campus housing or off-campus student organization facilities. However, many students live in the neighborhoods surrounding UMF. While the Farmington Police Department has primary jurisdiction in all areas off of campus, UMF Department of Public

Safety/Campus Police can and do respond to student-related incidents that occur in close proximity to campus. UMF Department of Public Safety/Campus Police maintains direct radio communications with local police, fire department and ambulance services in order to facilitate rapid response in any emergency situation. Any off campus incidents that are reported to the Director of Public Safety/Chief of Police will be referred to the Vice President for Student and Community Services for administrative action under the Student or Employee Conduct Code.

Building and Grounds Security

Most UMF buildings and facilities are accessible to the campus community, guests and visitors during normal business hours 8am- 4:30pm, Monday thru Friday.

Access to Campus Residence Halls

Resident students access their residence halls, via an electronic card access control system. Guests may gain access by calling a resident living in the hall and being escorted in by that individual. *Exterior doors to residence halls are always locked 24 hours a day.* Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic have security surveys conducted. Administrators from the President's Office, Facilities Management, Student Life and other concerned areas review these results. These surveys examine security issues, such as, landscaping, locks, alarms, lighting and communications. Additionally, during the academic year, the Directors of Facilities Management, Student Life and the Department of Public Safety/Campus Police meet on a case by case basis to discuss issues of pressing concern.

Campus Police Officers perform regular building checks each and every shift. Assistant Directors (A.D.'s), Graduate Hall Directors and Community Assistants (C.A.'s) from Student Life are assigned to each residence hall. Safety and security checks made in the residence hall are conducted to determine and detect any damage to facilities and any suspicious activities.

Grounds maintenance includes the trimming of trees and shrubs that might be a hazard to the safety of students and others walking on campus, especially at night. Lighting is in an ongoing process of upgrade and has been increased and improved throughout the campus. Defective or inoperable lighting is noted during patrols at night and repaired by the UMF Department of Facilities Management.

Crime Prevention Resources and Service

Crime prevention programs play an important and significant role within the UMF Campus Community. UMF Department of Public Safety/Campus Police operates under the assumption that they are a component of the educational process for students, faculty and staff within this community. The campus community as a whole is responsible for the reduction of crime and crime prevention.

Crime Prevention Programs and Sexual Assault Prevention Programs are offered on a continual basis. Periodically during the academic year the UMF Department of Public Safety/Campus Police,

in cooperation with other university departments, university organizations and coalition partners, present crime prevention awareness training sessions on sexual assault (rape and acquaintance rape), substance abuse awareness, bystander intervention training and safety tips for personal safety and residence hall security. A common theme of all awareness and crime prevention programs is to encourage students and employees to understand their responsibility for their own safety and the safety of others.

In addition to training sessions, information is disseminated to students and employees through crime prevention awareness packets, social media sources, security alert posters, bulletin boards, articles and advertisements in university and student newspapers. When time is of the essence, information is released to the university community through security alerts posted prominently throughout campus, through computer memos sent over the university's electronic mail system and cell phone instant messaging.

The following is a listing of the crime prevention programs and projects utilized by the Department of Public Safety/Campus Police:

- **Orientation:** During Orientation in September, students are informed of services offered by the Department of Public Safety/Campus Police. Students are told about local crime. Similar information is presented to new employees.
- **Residence Hall Security Awareness:** Crime prevention, safety and security programs are presented in each residence hall upon requests by the Community Assistants. At the beginning of each semester, the UMF Department of Public Safety/Campus Police conducts a mandatory safety and security briefing with the residential life staff.
- **Escort Service:** Inter-Campus Escort Service (I.C.E.), under the direct supervision of the Director of Public Safety/Chief of Police, provides evening escort service to students, employees and guests. Campus Police Officers are available 24/7 and can be reached directly at (207)778-7400. Requests for an escort outside of these hours can be directed to the UMF Department of Public Safety/Campus Police at (207)778-7400. This service provides an officer to escort individuals walking from one point on campus to another point on campus and individuals traveling from the campus to their off-campus residence after dark.
- **Printed Crime Prevention Materials:** The UMF Dept. of Public Safety/Campus Police prints and distributes numerous brochures and handouts relating to sexual assault prevention, crime prevention, residence hall safety tips and emergency reporting procedures. These handouts are also posted on residence hall bulletin boards.
- **Operation Identification:** Operation Identification, the engraving of serial numbers or owner-recognized numbers on items of value, is strongly promoted in student residence facilities and is available to students and employees upon request. The serial numbers of valuables are recorded and a record maintained at the UMF Department of Public Safety/Campus Police.
- **Whistle Program:** Each first year student is given a high quality steel whistle to be blown in case of an emergency. Most students keep their whistle on their keychain or on their identification lanyard for quick and easy access.
- **Crime Prevention Publicity:** Crime prevention material may be published in the student newspaper, *The UMF Farmington Flyer*; shown over TV monitors in the Olsen Student Center; or broadcasted on the student radio, WUMF 100.1 FM.

- **Crime Prevention Presentations:** Officers will conduct crime prevention and substance abuse awareness programs in residence halls and elsewhere on campus throughout the year upon request to the Director of Public Safety/Chief of Police.
- **Event Security:** UMF Department of Public Safety/Campus Police will work with event organizers to ensure that the event being held is safe for participants. Students hired and trained as Event Security are available upon request and will assist Campus Police Officers at large gatherings.
- **Social Media:** The UMF Department of Public Safety/Campus Police will post significant campus notifications or status updates on its Facebook page (University of Maine at Farmington Campus Police Department).

University Alcohol and Drug Policy

University of Maine at Farmington observes all laws governing the use of alcohol and other drugs and does not condone violation of these laws by any student at any time. Students are held personally responsible for complying with all aspects of Maine law. The prohibitions of Maine law include, but are not limited to the following:

- The sale of alcoholic beverages by any person who does not have a license to sell such beverages in full force and effect at the time of sale.
- The sale of alcoholic beverages by any person to a person who has not attained 21 years of age.
- Consumption or purchase of alcoholic beverages by any person who has not attained 21 years of age.
- Transportation by automobile within the state of Maine of alcoholic beverages by any person who has not attained the age of 21 years.
- The furnishing of, procurement, or delivery of alcoholic beverages to a person who has not attained the age of 21 years or who is intoxicated.
- Allowing of any minor under the control of another person, or in any place under the control of that person, to possess or consume alcoholic beverages.
- The presentation of any written or oral evidence of age which is false, fraudulent or not their own for the purpose of ordering, purchasing or attempting to purchase or other otherwise procuring or attempting to procure intoxicating liquor by a person who has not attained the age of 21 years.

University of Maine at Farmington does not shield its students from the law or from the consequences of their own behavior.

The University of Maine at Farmington has been designated “DRUG FREE”. The possession, sale, manufacture or distribution of any controlled substances is illegal under both state and federal laws. Such laws are strictly enforced by the UMF Department of Public Safety/Campus Police. Violators are subject to university disciplinary action, criminal prosecution, fine and/or imprisonment.

Alcohol Awareness and Education

The Department of Student Life engages in numerous alcohol education and awareness activities. Information is conveyed to students through residence hall newsletters, hall and floor meetings and bulletin boards. The University of Maine at Farmington participated in a statewide alcohol grant to

examine alcohol use. An alcohol committee was formed, including an Assistant Director of Residence Life. Surveys were conducted as part of the CORE Institute to look at drinking on campus. This data was compared to other Maine institutions and other institutions similar to the University of Maine at Farmington. Social norm posters were displayed with the results. The Department of Residence Life offered and/or sponsored numerous alcohol awareness programs. Community Assistants in every hall offered programs such as looking at the physical and social effects of alcohol and possible legal ramifications with drinking and driving. Alcohol educational bulletin boards are displayed in the halls to provide policy and education information.

Policy on Alcohol and Illegal Drugs for Employees

The University of Maine at Farmington Department of Public Safety/Campus Police is committed to providing a safe and orderly environment for all members of the campus community. To accomplish this goal, the University advises all members that it is unlawful to manufacture, distribute, dispense, possess and/or use illegal drugs on UMF property. Any violation of this policy or state and federal laws regarding drugs may result in prosecution or other campus disciplinary action. The University of Maine at Farmington views alcohol and substance abuse as a serious problem. In compliance with the Drug Free Schools and Communities and the Drug Free Workplace Act, the University publishes and distributes annually a booklet which informs all students and employees of UMF's substance abuse policy, sanctions for violation of the policy, and state and federal alcohol and drug offenses and sanctions. For a copy of the booklet, "Alcohol and Drugs, What every Student and Employee Should Know About the Use and Abuse of Alcohol and Illegal Drugs," contact the UMF Department of Public Safety/Campus Police, 778- 7400 or the UMF Center for Human Development, 778-7034.

Employee violations of these policies will be reported to the Vice President for Student and Community Services, the Executive Director for Finance and Administration and the Director of Human Resources and Finance. In the case of members of the Faculty found to be in violation, a report will be filed with the Provost and Vice President for Academic Affairs for review and action. Employees are subject to appropriate sanctions that may include referral to standing procedure for termination of employment.

Unlawful possession, use or distribution of illicit drugs or alcohol may involve the above sanctions, according to the severity of the infraction and the kind of involvement of the employee. All employees involved may be required to undergo professional assessment by a substance abuse professional designated by the University to determine whether they are involved in substance abuse or addiction. In case of dependency, the University may treat the case as a disability.

Policy Statement Addressing Counselors

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus "Professional Counselors", when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual

disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Professional Counselor: An employee of an institution whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of his or her license or certification. This definition applies even to professional counselors who are not employees of the institution, but are under contract to provide counseling at the institution.

UMF does not provide confidential *pastoral counseling* or support at this time.

Timely Warning

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), the University of Maine at Farmington Department of Public Safety/Campus Police will post timely warnings to notify members of the community about serious crimes that occur on campus. Knowledge of such crimes will assist community members in making informed decisions about their personal safety and in preventing similar crimes from occurring. These warnings will be posted if a serious crime on campus constitutes an ongoing or continuing threat to the community.

The decision to issue a timely warning shall be decided on a case-by-case basis in compliance with the Clery Act. The decision is made by the Vice President of Student and Community Services and the Director of Public Safety/Campus Police after considering all available facts, whether the crime is considered a serious threat to students or employees and the risk of compromising law enforcement efforts.

University of Maine at Farmington Department of Public Safety/Campus Police issues timely warnings for the following incidents:

- Homicide
- Sex Offenses
- Aggravated assault
- Robbery
- Burglary
- Motor Vehicle Theft
- Arson
- Other crimes as determined necessary by the Director of Public Safety/Chief of Police or Vice President for Student and Community Services

University of Maine at Farmington Department of Public Safety/Campus Police does NOT issue a timely warning for the above listed crimes if:

- The suspect(s) have been apprehended and the threat of imminent danger to the campus community has been mitigated by said apprehension.

- If a report was not filed with University of Maine at Farmington Department of Public Safety/Campus Police or if University of Maine at Farmington Department of Public Safety/Campus Police was not notified by campus security authorities in a manner that would allow the department to post a "timely" warning to the community.
- Unless there are extenuating circumstances, a report that is filed more than five days after the date of the alleged incident may not allow University of Maine Farmington, Department of Public Safety/Campus Police to post a "timely" warning to the community. This type of situation will be evaluated on a case-by-case basis.

A timely warning and updates may be distributed to the campus through any one of more of the following mechanisms:

- **MyCampus:** UMF's online directory/source of information of everything that a campus community member may need.
- **Directed Communications - TEXT / EMAIL:** University of Maine Farmington email system alerting students, faculty, and staff.
- **Flyers:** posted on bulletin boards, exterior doors in academic buildings, residence halls, outdoor boards and administrative buildings.
- **University of Maine at Farmington Department of Public Safety/Campus Police website:** <http://www2.umf.maine.edu/publicsafety/>
- **University of Maine at Farmington Emergency AUDIBLE ALERT HORN:** A very loud air powered horn that is on top of the UMF Department of Public Safety/Campus Police Office building is used when there is imminent danger to the community. If the horn is heard, the campus community can get particular information through other messaging systems. (I.e. the email or text alerts)

A copy of the timely warning will be filed in the corresponding case file.

The UMF Department of Public Safety/Campus Police maintains a daily crime and fire log that contains all crimes and fires reported to the department. These can be viewed at the Public Safety/Campus Police office upon request to the Director of Public Safety/Chief of Police.

Daily Crime Log

The UMF Department of Public Safety/Campus Police maintains a Daily Crime Log of reported crimes. This report includes nature of the crime, date and time, and general location, along with the status of the complaint. Entries or updates are made within two business days. This log is available at the UMF Department of Public Safety/Campus Police upon request.

Campus Security Authorities

A Campus Security Authority (CSA) is any individual or individual who has the responsibility for campus security, but who do not constitute a campus security officer. This includes officials of the university who have significant responsibility for student and campus activities, including, but not

limited to, student housing, student discipline, and campus judicial proceedings. The Director of Public Safety/Chief of Police is responsible for the identification, training, collecting and reviewing of all reports from all Campus Security Authorities. UMF Campus Security Authorities are:

Department of Public Safety/Campus Police 207-778-7400

112 Maguire Street

(Officers, Staff, Office Assistants and Event Security)

Athletics Department 207-778-7147

163 High St

(Director, Associate Directors and Coaches)

Aramark Dining Services 207-778-7358

111 South St

(Director and Managers)

Department of Student Life 207-778-7334

111 South St

(Director, Assistant Directors, Graduate Hall Assistants and Community Assistants)

Conference & Events 207-778-7344

111 South St.

(Ernestine Hutchinson)

Student Employment 207-778-7107

224 Main St.

(Roy Burdin)

VP for Student & Community Services 207-778-7087

224 Main St
(F. Celeste Branham)

VP for Academic Affairs 207-778-7431

224 Main St.
(Joseph McGinn)

Fitness and Recreation Department 207-778-7494

152 Quebec St.
(James Toner)

International / Exchange Programs 207-778-7122

252 Main St
(Lynne Eustis)

AA / EEO Title IX Coordinator 207-778-7087

224 Main St.
(F. Celeste Branham)

Upward Bound 207-778-7297

238 Main St
(Lynn Ploof-Davis)

Maine Jazz Camp 718-499-9051

PO Box 150-597
Brooklyn, NY
(Christine Correa)

Adam Walsh Child Protection and Safety Act

Information regarding registered sex offenders in the State of Maine under section 121 of the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921) may be obtained by contacting the UMF Department of Public Safety/Campus Police or at the State of Maine Sex Offender Registry at <http://sor.informe.org/sor/>.

Missing Student Notification

If a student has been missing for 24 hours, please contact the UMF Department of Public Safety/Campus Police at 207-778-7400.

Any missing student report shall be referred immediately to the University's police/campus security department, or, in the absence of an institutional police or campus security department, to the local law enforcement agency that has jurisdiction in the area.

Each student may identify a contact person or persons whom the University shall notify within 24 hours of the determination that the student is missing, if the student has been determined missing by the institutional police or campus security department, or the local law enforcement agency. Your contact information will be registered confidentially and will be accessible only to authorized campus officials, and may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation. If a student is under 18 years of age and not emancipated, the University must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.

The University will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

Dating Violence, Domestic Violence, Sexual Assault and Stalking

The University is committed to providing a safe environment which promotes the dignity and worth of each member of the community. For this reason, the University will not tolerate dating violence, domestic violence, sexual assault or stalking in any form.

The University conducts educational programs to promote awareness of dating violence, domestic violence, sexual assault and stalking. This includes primary prevention and awareness programs for incoming students and new employees, and ongoing prevention and awareness campaigns for students, faculty and staff. All employees and students must participate in all required educational programs.

Primary educational programs include: University of Maine System Policy and Procedure On-line Training – Sex Discrimination, Sexual Harassment, Sexual Assault, Relationship Violence, Stalking and Retaliation, UMF Campus Violence Prevention Coalition sponsored events, Student Orientation Play “If” presented to first year students, and various UMF sponsored educational and awareness activities during Domestic Violence Awareness Month (October) and Sexual Assault Awareness Month (April)

Ongoing awareness campaigns include: It's on Us Awareness Campaign, March for Violence Free Communities Campaign, CVPC Sponsored Events showing "The Mask You Live In" and "TED Talks: Pizza is the New Sex," Teal Ribbon Run/Walk (Sexual Assault Awareness), the "Love is Louder" Campaign.

The University prohibits the crimes of dating violence, domestic violence, sexual assault and stalking as defined by federal Clery regulations as follows:

Domestic Violence – A felony or misdemeanor crime of violence committed

- (A) By a current or former spouse or intimate partner of the victim;
- (B) By a person with whom the victim shares a child in common;
- (C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- (D) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or
- (E) By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred

Dating Violence – Dating violence is violence committed against a person by an individual who is or has been in a social relationship of a romantic or intimate nature with that person. Whether a dating relationship exists is determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Sexual Assault

Sexual assault means an offense that meets the definition of rape, fondling, incest, or statutory rape.

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

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

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

Statutory rape is sexual intercourse with a person who is under the statutory age of consent.

Stalking – Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to –

- (A) Fear for the person's safety or the safety of others; or
- (B) Suffer substantial emotional distress.

Maine law defines the crimes of dating violence, domestic violence, sexual assault and stalking differently than the federal Clery regulations. The State of Maine definitions of these crimes and of consent are as follows:

Dating Violence

Intentionally, knowingly or recklessly causing bodily injury or offensive physical contact to another person.

Domestic Violence

Intentionally, knowingly or recklessly causing bodily injury or offensive physical contact to another person and the victim is a spouse or domestic partner or former spouse or former domestic partner, an individual presently or formerly living together as a spouse, a natural parent of the same child, adult household member related by consanguinity or affinity or minor children of a household member when the defendant is an adult household member and, individuals presently or formerly living together and individuals who are or were sexual partners. Holding oneself out to be a spouse is not necessary to constitute "living as spouses." For purposes of this definition, "domestic partners" means 2 unmarried adults who are domiciled together under long-term arrangements that evidence a commitment to remain responsible indefinitely for each other's welfare.

Sexual Assault

1. A person is guilty of gross sexual assault if that person engages in a sexual act with another person and:

- A. The other person submits as a result of compulsion.
- B. The other person, not the actor's spouse, has not in fact attained the age of 14 years.
- C. The other person, not the actor's spouse, has not in fact attained 12 years of age.

2. A person is guilty of gross sexual assault if that person engages in a sexual act with another person and:

- A. The actor has substantially impaired the other person's power to appraise or control the other person's sexual acts by furnishing, administering or employing drugs, intoxicants or other similar means.
- B. The actor compels or induces the other person to engage in the sexual act by any threat.
- C. The other person suffers from mental disability that is reasonably apparent or known to the actor, and which in fact renders the other person substantially incapable of appraising the nature of the contact involved or of understanding that the person has the right to deny or withdraw consent.
- D. The other person is unconscious or otherwise physically incapable of resisting and has not

consented to the sexual act.

E. The other person, not the actor's spouse, is under official supervision as a probationer, a parolee, a sex offender on supervised release, a prisoner on supervised community confinement status or a juvenile on community reintegration status or is detained in a hospital, prison or other institution, and the actor has supervisory or disciplinary authority over the other person.

F. The other person, not the actor's spouse, has not in fact attained the age of 18 years and is a student enrolled in a private or public elementary, secondary or special education school, facility or institution and the actor is a teacher, employee or other official having instructional, supervisory or disciplinary authority over the student.

G. The other person, not the actor's spouse, has not attained the age of 18 years and is a resident in or attending a children's home, child care facility, facility operated by a family child care provider, children's residential care facility, drug treatment center, youth camp licensed under Title 22, section 2495 or similar school, facility or institution regularly providing care or services for children, and the actor is a teacher, employee or other person having instructional, supervisory or disciplinary authority over the other person.

H. The other person has not in fact attained the age of 18 years and the actor is a parent, stepparent, foster parent, guardian or other similar person responsible for the long-term care and welfare of that other person.

I. The actor is a psychiatrist, a psychologist or licensed as a social worker or purports to be a psychiatrist, a psychologist or licensed as a social worker to the other person and the other person, not the actor's spouse, is a current patient or client of the actor.

J. The actor owns, operates or is an employee of an organization, program or residence that is operated, administered, licensed or funded by the Department of Health and Human Services and the other person, not the actor's spouse, receives services from the organization, program or residence and the organization, program or residence recognizes the other person as a person with an intellectual disability or autism. It is an affirmative defense to prosecution under this paragraph that the actor receives services for an intellectual disability or autism or is a person with an intellectual disability, as defined in Title 34-B, section 5001, subsection 3, or autism, as defined in Title 34-B, section 6002.

K. The actor owns, operates or is an employee of an organization, program or residence that is operated, administered, licensed or funded by the Department of Health and Human Services and the other person, not the actor's spouse, receives services from the organization, program or residence and suffers from a mental disability that is reasonably apparent or known to the actor.

L. The actor is employed to provide care to a dependent person, who is not the actor's spouse or domestic partner and who is unable to perform self-care because of advanced age or physical or mental disease, disorder or defect. For the purposes of this paragraph, "domestic partners" means 2

unmarried adults who are domiciled together under a long-term arrangement that evidences a commitment to remain responsible indefinitely for each other's welfare.

Unlawful sexual touching. A person is guilty of unlawful sexual touching if the actor intentionally subjects another person to any sexual touching and:

- A. The other person has not expressly or impliedly acquiesced in the sexual touching.
- B. The other person is unconscious or otherwise physically incapable of resisting and has not consented to the sexual touching.
- C. The other person, not the actor's spouse, is in fact less than 14 years of age and the actor is at least 5 years older.
- D. The other person suffers from a mental disability that is reasonably apparent or known to the actor that in fact renders the other person substantially incapable of appraising the nature of the touching involved or of understanding that the other person has the right to deny or withdraw consent.
- E. The other person, not the actor's spouse, is under official supervision as a probationer, a parolee, a sex offender on supervised release, a prisoner on supervised community confinement status or a juvenile on community reintegration status or is detained in a hospital, prison or other institution and the actor has supervisory or disciplinary authority over the other person.
- F. The other person, not the actor's spouse, is in fact less than 18 years of age and is a student enrolled in a private or public elementary, secondary or special education school, facility or institution and the actor is a teacher, employee or other official having instructional, supervisory or disciplinary authority over the student.
- G. The other person is in fact less than 18 years of age and the actor is a parent, stepparent, foster parent, guardian or other similar person responsible for the long-term general care and welfare of that other person.
- H. The other person submits as a result of compulsion.
- I. The actor owns, operates or is an employee of an organization, program or residence that is operated, administered, licensed or funded by the Department of Health and Human Services and the other person, not the actor's spouse, receives services from the organization, program or residence and the organization, program or residence recognizes that other person as a person with an intellectual disability or autism. It is an affirmative defense to prosecution under this paragraph that the actor receives services for an intellectual disability or autism or is a person with an intellectual disability, as defined in Title 34-B, section 5001, subsection 3, or autism, as defined in Title 34-B, section 6002.
- J. The other person, not the actor's spouse, is in fact less than 18 years of age and is a student enrolled in a private or public elementary, secondary or special education school, facility or institution and the

actor, who is at least 21 years of age, is a teacher, employee or other official in the school district, school union, educational unit, school, facility or institution in which the student is enrolled.

K. The actor is a psychiatrist, a psychologist or licensed as a social worker or purports to be a psychiatrist, a psychologist or licensed as a social worker to the other person and the other person, not the actor's spouse, is a current patient or client of the actor.

L. The actor owns, operates or is an employee of an organization, program or residence that is operated, administered, licensed or funded by the Department of Health and Human Services and the other person, not the actor's spouse, receives services from the organization, program or residence and suffers from a mental disability that is reasonably apparent or known to the actor.

M. The actor is employed to provide care to a dependent person, who is not the actor's spouse or domestic partner and who is unable to perform self-care because of advanced age or physical or mental disease, disorder or defect. For the purposes of this paragraph, "domestic partners" means 2 unmarried adults who are domiciled together under a long-term arrangement that evidences a commitment to remain responsible indefinitely for each other's welfare.

A person is guilty of **sexual abuse of a minor** if:

A. The person engages in a sexual act with another person, not the actor's spouse, who is either 14 or 15 years of age and the actor is at least 5 years older than the other person.

A-1. The person violates paragraph A and the actor knows that the other person is related to the actor within the 2nd degree of consanguinity.

A-2. The person violates paragraph A and the actor is at least 10 years older than the other person.

C. The person is at least 21 years of age and engages in a sexual act with another person, not the actor's spouse, who is either 16 or 17 years of age and is a student enrolled in a private or public elementary, secondary or special education school, facility or institution and the actor is a teacher, employee or other official in the school district, school union, educational unit, school, facility or institution in which the student is enrolled.

D. The person violates paragraph C and the actor knows that the student is related to the actor within the 2nd degree of consanguinity.

E. The person violates paragraph C and the actor is at least 10 years older than the student.

A person is guilty of **incest** if the person is at least 18 years of age and:

Engages in sexual intercourse with another person who the actor knows is related to the actor within the 2nd degree of consanguinity.

It is a defense to a prosecution under this section that, at the time the actor engaged in sexual intercourse with the other person, the actor was legally married to the other person.

Stalking

A person is guilty of stalking if:

A. The actor intentionally or knowingly engages in a course of conduct directed at or concerning a specific person that would cause a reasonable person:

- (1) To suffer serious inconvenience or emotional distress;
- (2) To fear bodily injury or to fear bodily injury to a close relation;
- (3) To fear death or to fear the death of a close relation;
- (4) To fear damage or destruction to or tampering with property; or
- (5) To fear injury to or the death of an animal owned by or in the possession and control of that specific person.

Consent

It is not consent to sexual activity if:

A. The injury inflicted or the injury threatened was such as to endanger life or to cause serious bodily injury;

B. The conduct and the injury are not reasonably foreseeable hazards of joint participation in a lawful athletic contest or competitive sport; or

C. The conduct and the injury are reasonably not foreseeable hazards of an occupation or profession or of medical or scientific experimentation conducted by recognized methods, and the persons subjected to such conduct or injury have not been made aware of the risks involved prior to giving consent.

D. It is given by a person who is declared by a statute or by a judicial decision to be legally incompetent to authorize the conduct charged to constitute the crime, and such incompetence is manifest or known to the actor;

E. It is given by a person who, by reason of intoxication, physical illness, mental illness or mental defect, including, but not limited to, dementia and other cognitive impairments, or youth, is manifestly unable, or known by the defendant to be unable, to make a reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the crime; or

F. It is induced by force, duress or deception or undue influence.

Bystander Intervention

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence,

sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Information on Risk Reduction

Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

Criminal Investigations and Criminal Charges

The UMF Department of Public Safety/Campus Police investigates all criminal conduct that may occur on the campus. The UMF Department of Public Safety/Campus Police has trained and experienced police officers/criminal investigators that work directly with the Franklin County District Attorney's Office. All cases of criminal matters are presented to the District Attorney's Office for review. Violent crimes take priority over property crimes and time is of the essence.

If possible, the assailant will be apprehended, the suspect will be charged and/or arrested with the appropriate offenses as defined in the Maine Criminal Statutes. The assailant may be incarcerated or released on bail depending on the circumstances of the crime. One of the usual conditions of bail is that the suspect cannot make any attempt to contact you, directly or indirectly. If you are contacted by the suspect or feel threatened in any way, notify the UMF Department of Public Safety/Campus Police immediately.

What to do if you are Sexually Assaulted or Experience Domestic Violence, Dating Violence or Stalking

- Get to a safe location. If you are a student and are unsure where to go or can think of nowhere that is safe at this time, please consider calling the UMF Department of Public Safety/Campus Police at 207-778-7400 or 911. Student Life staff can help with housing arrangements as well.
- Consider asking a trusted friend or relative to be with you for support.
- Seek medical care as soon as possible. You may need basic medical treatment for injuries, and you may have injuries of which you are unaware. You also may be at risk of acquiring a sexually transmitted infection, and women may be at risk for pregnancy. Trained staff at your campus Health Center or the local emergency room can speak with you about all of the medical options available and provide information about a sexual assault forensic examination.
- You may choose to file a report with the local law enforcement agency. Your report puts in place support systems that you may choose to use. The University will provide someone to assist you in filing a report with Law Enforcement if you wish.
- Preserve all evidence of the incident. If you choose to file a report with the police, it is important that you:

- Do not bathe, wash your hands, brush your teeth, drink, eat, or even use the restroom – all these things can destroy evidence that may be helpful in a criminal investigation; however, if you have done any of these things since the incident, evidence can still be collected;
- Do not clean or remove anything from the location where the incident occurred;
- Write down as much as you can recall about the incident and the people involved.
- Seek some form of emotional support. While taking care of your physical needs may be the first step in taking care of yourself, it is important not to neglect the emotions you may be experiencing as a result of the assault, violence or stalking. University counseling services have employees who are specially trained to assist students with recovery and healing. CIGNA EAP services are available for employees at 1-877-622-4327
- It is your choice to determine when and in what manner you recover from your trauma. Give yourself the time you need and know that it is never too late to get help.
- KNOW THAT WHAT HAPPENED WAS NOT YOUR FAULT AND YOU ARE NOT ALONE.

How to File a Complaint and How the University Will Respond

The University strongly encourages anyone who has experienced sex discrimination, sexual harassment, retaliation, sexual assault, domestic violence, dating violence or stalking to report the incident to the appropriate contact at the University. A report can be made under this policy at any time, regardless of when the incident happened. Reporting the incident to the University does not mean that you have to file a formal complaint or bring criminal charges. Reporting the incident, however, will allow the University to provide individuals involved with information about available support and services, both on campus and off campus.

Any individual may make a third-party complaint about a violation of this policy. Individuals are encouraged to contact the appropriate office identified below as soon as possible. After receiving a complaint, the University will determine what further action, including contacting the alleged victim, is warranted. If a concern is reported by someone other than the alleged victim and the alleged victim is unwilling or unable to cooperate with an investigation, the University's ability to respond may be significantly limited.

The Title IX Coordinator and Deputy Coordinator are the persons on your campus, or in the System Office, responsible for the University's overall compliance and response to incidents of sexual assault, sexual harassment and sex discrimination in general.

How and Where to File a Complaint

1. Complaints or Reports of Employees' Conduct

All complaints or reports relating to dating violence, domestic violence, sexual assault and stalking by a University employee should be made to Title IX Coordinator, F. Celeste Branham, at 207-778-7087.

Upon receiving a complaint or report of dating violence, domestic violence, sexual assault and stalking by a University employee, the Title IX Coordinator will assess the complaint or report and will follow the procedures described in the University of Maine System Equal Opportunity Complaint Procedure. The Title IX Coordinator will provide the complainant with information about

options for informally resolving a complaint and formal investigation of a complaint. Mediation is never appropriate in sexual assault cases. The Title IX Coordinator will provide the complainant with a written explanation of the complainant's rights and options. When a complaint is investigated, the University will use a preponderance of the evidence standard – whether it is more likely than not that the alleged violation occurred.

Under the University of Maine System Equal Opportunity Complaint Procedure, a complaint or report of dating violence, domestic violence, sexual assault or stalking made about a University employee, will be investigated by the System Investigations Coordinator. The Investigations Coordinator will conduct the investigation and make a recommendation to the responsible administrator, who will make a decision and impose discipline, if any, in accordance with University policies and any applicable collective bargaining agreement. The Investigations Coordinator will submit findings in writing to the responsible administrator, the complainant, the respondent, the University Equal Opportunity Officer, and the University Human Resources Director normally within sixty (60) days of receiving the formal complaint. University staff responsible for this process will respond to complaints as expeditiously as possible and will attempt to meet all deadlines, but failure to do so will not prevent the complaint process from continuing.

2. Complaints or Reports of Students' Conduct

All complaints or reports relating to dating violence, domestic violence, sexual assault and stalking by a University student should be made to the Title IX Coordinator/Conduct Officer, F. Celeste Branham, who may be reached at 207-778-7087.

Upon receiving a complaint or report of a violation of this policy by a University student, the Title IX Coordinator/Conduct Officer, F. Celeste Branham, will assess the complaint or report and follow the procedures described in the University of Maine System Student Conduct Code. The Title IX Coordinator/Conduct Officer will provide the complainant with information about options for informally resolving a complaint and formal investigation of a complaint. Mediation is never appropriate in sexual assault cases. The Title IX Coordinator/Conduct Officer will provide the complainant with a written explanation of the complainant's rights and options. When a complaint is investigated, the University will use a preponderance of the evidence standard – whether it is more likely than not that the alleged violation occurred. For more information about the procedure for adjudicating complaint against students, see the UMS Student Conduct Code.

Under the University of Maine System Student Conduct Code, the Student Conduct Officer may initiate and supervise investigations of dating violence, domestic violence, sexual assault and stalking which are brought to his/her attention by employees, students, or members of the general public. Upon concluding the investigation, the Officer shall notify the Respondent and the Complainant in writing of the Officer's decision on whether charges will be filed. The Officer shall conduct a hearing or may forward the matter to a Student Conduct Committee for a hearing. The Student Conduct process normally will be concluded within sixty (60) days of receiving the complaint. University staff responsible for this process will respond to complaints as expeditiously as possible and will attempt to meet all deadlines, but failure to do so will not prevent the complaint process from continuing.

3. Complaints or Reports of Third Parties' Conduct (Campus Guests, Vendors, Contractors, etc.)

All concerns regarding dating violence, domestic violence, sexual assault and stalking by third parties such as vendors, contractors and campus guests should be made to the Title IX Coordinator at 207-778-7280. Upon receipt of a report or complaint, the University will respond appropriately depending on the nature of its relationship to the third party. Mediation is never appropriate in sexual assault cases.

Under both the University of Maine System Equal Opportunity Complaint Procedure and the University of Maine System Student Conduct Code, the University's investigation and decision-making process is completely independent of any criminal or civil investigation and adjudication regarding the same incident.

The University will provide a prompt, fair, and impartial investigation and resolution of the complaint. The investigation and decision-making shall be conducted by officials who receive annual training on domestic violence, dating violence, sexual assault, and stalking, and how to conduct an investigation and hearing process that protects the safety of all individuals and promotes accountability.

The complainant and the respondent are entitled to the same opportunities to have others present during any investigative interview or disciplinary meeting or proceeding, including the opportunity to be accompanied by an advisor of their choice.

In the investigation and decision-making processes for all complaints of sexual assault, domestic violence, dating violence or stalking made under this policy, both the complainant and the respondent shall be simultaneously informed, in writing, of: (1) the outcome of any institutional disciplinary proceeding that arises from the alleged violation including all sanctions and the rationale for the result and sanctions; (2) the procedure for the respondent and the complainant to appeal the results of the institutional disciplinary proceeding; (3) any change to the results that occurs prior to the time that they become final; and (4) when the results are final. The University shall not require a party to abide by a non-disclosure agreement in writing or otherwise regarding the final results of the institutional disciplinary proceeding.

All of the possible sanctions that the University may impose upon a student following the results of any University disciplinary proceeding for an allegation of dating violence, domestic violence, sexual assault or stalking are:

- A. **Assigned Educational Projects:** This may include research projects, reflective essays, counseling assessments, sanction seminars or other related assignments intended to promote learning.
- B. **Community Service:** The type of service may be related to the nature of the violation.
- C. **Deferred Sanction:** A specific period of time during which a Respondent's continued enrollment or housing contract at the University is clearly in jeopardy. Any further violation of the Code during that time will minimally result in the imposition of the deferred sanction and any additional sanctions deemed necessary.
- D. **Disciplinary Dismissal:** Permanent separation (subject to the right of review after five years) from the University.
- E. **Disciplinary Probation:** A period of time when a Respondent is under closer scrutiny of the University. It may include the loss of one or more privileges.

- F. **Disciplinary Suspension:** Separation from the University for a stated period of time and/or until a stated condition(s) is met.
- G. **Fine:** Payment of money. Respondents who are unable to pay may discuss alternate payment arrangements.
- H. **Loss of Contact with a Specific Person(s):** With this sanction, the person may not initiate direct or indirect contact with a specified person(s).
- I. **Loss of Visitation Privileges:** This loss of visitation may be to any designated area(s) of campus.
- J. **Official Warning:** Official acknowledgment of a violation and the expectation that it will not be repeated.
- K. **Removal from University Housing:** Removal from a particular hall or all housing.
- L. **Restitution:** Restitution, up to the replacement value of the items damaged, stolen, removed or used without authority and damages incurred.
- M. **Such other action as the Committee or Officer may reasonably deem appropriate (e.g., suspension of an organization's official campus recognition or suspension of a student from an extracurricular activity).**

All of the possible sanctions that the University may impose upon an employee following the results of any University disciplinary proceeding for an allegation of dating violence, domestic violence, sexual assault or stalking are:

- A. Oral Warning
- B. Written Warning
- C. Suspension
- D. Termination
- E. Such other action as the University may reasonably deem appropriate.

Options Regarding Law Enforcement

An individual who has experienced sexual assault, domestic violence, dating violence or stalking, or any other conduct which may violate criminal laws, has a right, at his or her own discretion, to:

1. Notify the UMF Department of Public Safety/Campus Police;
2. Be assisted by campus authorities in notifying the UMF Department of Public Safety/Campus Police; or
3. Decline to notify the UMF Department of Public Safety/Campus Police.

University officials may, however, provide law enforcement with details about an incident under some circumstances if a determination has been made that such disclosure is required by law and/or is necessary to secure campus safety. Complainants have a right to proceed simultaneously with a criminal investigation and a University internal investigation. If necessary to the criminal investigation, the University may defer its investigation for a limited time for fact gathering by law

enforcement, and then will promptly resume its investigation.

The University will provide assistance or referrals for a student or employee who wishes to obtain a protection-from-abuse or protection-from-harassment order. If a protection-from-abuse or protection-from-harassment order has been issued by a court in a civil or criminal proceeding, a copy of the order should be provided to University police or security and the Title IX Coordinator or other designated official as soon as possible to enable enforcement by the appropriate authorities.

Except as required by law, the University shall not include personally identifiable information about a complainant in its campus crime statistics or report, its campus crime log, publicly available police reports or timely warning notices.

The University shall maintain as confidential any accommodations or protective measures provided to the complainant or another party, to the extent that maintaining such confidentiality would not impair the ability of the University to provide the accommodations or protective measures or to the extent otherwise required by law.

Support Services and Interim Measures

Whether or not an individual who has experienced dating violence, domestic violence, sexual assault or stalking files a formal complaint, reporting the incident will allow the University to provide all individuals involved with available support and services, both on-campus and off-campus. The University can also take interim measures to promote the safety and well-being of both the complainant and respondent, including, but not limited to, moving the complainant or respondent to a new living, dining or working situation; issuing a no contact order; changing class or work schedules; changing transportation; financial aid accommodations; and other academic and/or employment accommodations and support. The University can assist all individuals involved in obtaining counseling on or off campus and provide information regarding medical care and other resources, such as victim advocacy, legal assistance and visa and immigration assistance. The University will provide written notification to students and employees about existing resources, both within the University and the community. The University will provide written notification to complainants and respondents about how to request the above services and accommodations. The University must make such accommodations or provide such protective measures if the complainant requests them and if they are reasonably available, regardless of whether the complainant chooses to report the crime to campus police or local law enforcement.

Policy for Reporting the Annual Disclosure of Crime Statistics

The UMF Department of Public Safety/Campus Police prepares this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our web site at <http://www2.umf.maine.edu/publicsafety/>. You will also be able to connect to our site via the UMF home page at <http://www.umf.maine.edu/>. This report is prepared in cooperation with the local law enforcement agencies surrounding campus, Department of Student Life and the Vice President for Student & Community Services. Each entity provides updated information on their educational efforts and programs to comply with the Act. Campus crime, arrest and referral statistics include those reported to the UMF Department of Public

Safety/Campus Police, designated campus security authorities, local law enforcement agencies and confidential reports received by the Director of Public Safety/Chief of Police. These statistics may also include crimes that have occurred in private residences or businesses and are not required by law. Staff at the Center for Student Development informs their clients of the procedures to report crime to the UMF Department of Public Safety/Campus Police on a voluntary or confidential basis, should they feel it is in the best interest of the client. Each year, an e-mail notification is made to all enrolled students which provide the website to access this report. Faculty and staff receive similar email notification. Copies of the report may also be obtained at the UMF Department of Public Safety/Campus Police, located at 112 Maguire Street (behind Stone Hall, near Parking Lot 9) or by calling (207) 778-7400. All prospective employees may obtain a copy from Human Resources Office located on the second floor of Merrill Hall or by calling (207) 778-7246. The web site address is attached to the UMF employment applications. Also an abbreviated version of this report is located in the class schedule.

Crime Statistics Report

The statistical report for calendar years 2012, 2013, and 2014 is shown in this report. The following is a list of geographical locations and definitions which can provide a better understanding of how statistics are counted and categorized.

On-Campus - Any building or property owned or controlled by an institution within the same reasonable 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; and

Any building or property that is within or reasonable contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by student, and supports institutional purposes (such as food or other retail vendor).

Student Housing Facility - Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility

Non-Campus Building or Property - Any building or property owned or controlled by a student organization that is officially recognized by the institution; or 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, but is not within the same reasonable contiguous geographic area of the institution.

Public Property - All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus

Definitions of Crimes - The Handbook for Campus Safety & Security Reporting

In addition to the statistical profile presented at the web address and in this document, a list of

definitions is included and provides basic information about each crime category.

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

Negligent Manslaughter - the killing of another person through gross negligence.

Rape - the carnal knowledge of a 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 because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

Fondling - the touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Incest - non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape - non-forcible sexual intercourse with a person who is under the statutory age of consent.

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

Aggravated Assault - An unlawful physical attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary - The unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft - The theft or attempted theft of a motor vehicle.

Arson - Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Hate Crime - A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. *Bias* is a preformed negative opinion or attitude toward a group of persons based on their race, gender identity, religion, disability, sexual orientation, ethnicity or national origin.

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

Larceny-Theft - The unlawful taking, carrying, leading, or riding away of property from the

possession or constructive possession of another person.

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

Destruction/Damage/Vandalism of Property – to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Weapons: Carrying, Possessing, Etc. – The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

Drug Abuse Violations – The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs

Liquor Law Violations – The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

Crime Statistics

Department of Public Safety/Campus Police

248 Main Street
Farmington, Maine 04938
207-778-7400

Criminal Offenses: On-Campus

Criminal Offenses	2012	2013	2014
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	1	0	2
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	6	2	0
Motor Vehicle theft	0	0	0
Arson	0	0	0
Domestic Violence	N/A	0	0
Dating Violence	N/A	1	1
Stalking	N/A	0	0

Department of Public Safety/Campus Police

248 Main Street
Farmington, Maine 04938
207-778-7400

Criminal Offenses: Student Housing Facility

Criminal Offenses	2012	2013	2014
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	2
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	3	0	0
Motor Vehicle theft	0	0	0
Arson	0	0	0
Domestic Violence	N/A	0	0
Dating Violence	N/A	1	0
Stalking	N/A	0	0

Department of Public Safety/Campus Police

248 Main Street
Farmington, Maine 04938
207-778-7400

Criminal Offenses: Non-Campus

Criminal Offenses	2012	2013	2014
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor Vehicle theft	0	0	0
Arson	0	0	0
Domestic Violence	N/A	0	0
Dating Violence	N/A	0	0
Stalking	N/A	0	0

Department of Public Safety/Campus Police

248 Main Street
Farmington, Maine 04938
207-778-7400

Criminal Offenses: Public Property

Criminal Offenses	2012	2013	2014
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated assault	1	1	0
Burglary	0	0	0
Motor Vehicle theft	1	1	0
Arson	0	0	0
Domestic Violence	N/A	0	0
Dating Violence	N/A	0	0
Stalking	N/A	1	0

Department of Public Safety/Campus Police

248 Main Street
Farmington, Maine 04938
207-778-7400

HATE CRIMES On-Campus

Criminal Offenses	2012	2013	2014
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor Vehicle theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny – Theft	0	0	0
Intimidation	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0

Department of Public Safety/Campus Police

248 Main Street
Farmington, Maine 04938
207-778-7400

HATE CRIMES

Student Housing Facility

Criminal Offenses	2012	2013	2014
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor Vehicle theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny – Theft	0	0	0
Intimidation	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0

Department of Public Safety/Campus Police

248 Main Street
Farmington, Maine 04938
207-778-7400

HATE CRIMES Non-Campus

Criminal Offenses	2012	2013	2014
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor Vehicle theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny – Theft	0	0	0
Intimidation	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0

Department of Public Safety/Campus Police

248 Main Street
Farmington, Maine 04938
207-778-7400

HATE CRIMES

Public Property

Criminal Offenses	2012	2013	2014
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor Vehicle theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny – Theft	0	0	0
Intimidation	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0

Department of Public Safety/Campus Police

248 Main Street
 Farmington, Maine 04938
 207-778-7400

ARRESTS On-Campus

Criminal Offenses	2012	2013	2014
Weapons: Carrying, Possessing, Etc.	0	0	0
Drug Law Violations	12	5	3
Liquor Law Violations	3	3	1

Department of Public Safety/Campus Police

248 Main Street
 Farmington, Maine 04938
 207-778-7400

ARRESTS Student Housing Facility

Criminal Offenses	2012	2013	2014
Weapons: Carrying, Possessing, Etc.	0	0	0
Drug Law Violations	9	3	1
Liquor Law Violations	1	2	1

Department of Public Safety/Campus Police

248 Main Street
 Farmington, Maine 04938
 207-778-7400

ARRESTS

Non-Campus

Criminal Offenses	2012	2013	2014
Weapons: Carrying, Possessing, Etc.	0	0	0
Drug Law Violations	0	1	0
Liquor Law Violations	0	0	0

Department of Public Safety/Campus Police

248 Main Street
 Farmington, Maine 04938
 207-778-7400

ARRESTS

Public Property

Criminal Offenses	2012	2013	2014
Weapons: Carrying, Possessing, Etc.	0	1	0
Drug Law Violations	9	25	12
Liquor Law Violations	7	6	17

Department of Public Safety/Campus Police

248 Main Street
Farmington, Maine 04938
207-778-7400

Disciplinary Actions On-Campus

Criminal Offenses	2012	2013	2014
Weapons: Carrying, Possessing, Etc.	1	0	0
Drug Law Violations	12	16	11
Liquor Law Violations	20	14	10

Department of Public Safety/Campus Police

248 Main Street
Farmington, Maine 04938
207-778-7400

Disciplinary Actions Student Housing Facility

Criminal Offenses	2012	2013	2014
Weapons: Carrying, Possessing, Etc.	1	0	0
Drug Law Violations	10	7	11
Liquor Law Violations	19	13	9

Department of Public Safety/Campus Police

248 Main Street
 Farmington, Maine 04938
 207-778-7400

Disciplinary Actions Non-Campus

Criminal Offenses	2012	2013	2014
Weapons: Carrying, Possessing, Etc.	0	0	0
Drug Law Violations	0	0	0
Liquor Law Violations	0	0	0

Department of Public Safety/Campus Police

248 Main Street
 Farmington, Maine 04938
 207-778-7400

Disciplinary Actions Public Property

Criminal Offenses	2012	2013	2014
Weapons: Carrying, Possessing, Etc.	0	0	0
Drug Law Violations	0	0	0
Liquor Law Violations	0	0	0

Campus Emergency Response & Evacuation Procedures

Emergency Response

The University of Maine at Farmington Crisis Management Team is responsible for developing contingency plans and continuity of operations plans for all staff and students on campus. The university conducts numerous exercises each year, which have included table top exercises, full scale exercises and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the university.

The University of Maine at Farmington Department of Public Safety/Campus Police members are trained in National Incident Command and Responding to Critical Incidents on Campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders on the scene are usually the members of the UMF Department of Public Safety/Campus Police, the Farmington Police Department and the Farmington Fire Department. They all respond and work together to manage the incident. Depending on the nature of the incident, other University of Maine at Farmington departments, as well as other local, federal and private agencies may also be involved in responding to, and assist with the management of the incident.

General information about the emergency response and evacuation procedures for University of Maine Farmington are publicized each year as part of the institution's Clery compliance efforts and that information is available on the University of Maine at Farmington Department of Public Safety/Campus Police website (www.PublicSafety.umf.maine.edu)

Notification

All members of the University of Maine at Farmington campus community are notified on an annual basis that they are required to notify the University of Maine at Farmington Department of Public Safety/Campus Police of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students and/or employees on campus. University of Maine at Farmington Department of Public Safety/Campus Police have the responsibility of responding to, and summoning the necessary resources to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, the University of Maine at Farmington Department of Public Safety/Campus Police has the responsibility to respond to such incidents to determine if the situation does in fact, pose a threat to the community. If that is the case, Federal Law requires that the institution immediately notify the campus community or the appropriate segments of the community that may be affected by the situation.

In the event of a serious incident, which poses an immediate threat to members of the University of Maine at Farmington, the Department of Public Safety/Campus Police will immediately notify Director of Public Safety/Chief of Police and then the UMF Crisis Management Team. First responders will confirm that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the University of Maine at Farmington

Campus Community. The Crisis Management Team will collaborate to determine the content of the message and will use some or all of the systems described below to communicate the threat to the University of Maine at Farmington Campus Community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. The Crisis Management Team will, without delay, take into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders (including, but not limited to: University of Maine at Farmington Department of Public Safety/Campus Police, the Farmington Police Department, the Farmington Fire Department and NorthStar Emergency Medical Services compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In the event of a serious incident which poses an immediate threat to members of the University of Maine at Farmington Campus Community, the University has various systems in place for communicating information quickly to those individuals. Some or all of these methods of communication may be activated in the event of an immediate threat to the campus community. These methods of communication include:

- **MyCampus:** UMF's online directory/source of information of everything that a campus community member may need.
- **Directed Communications TEXT / E-MAIL:** University of Maine Farmington email system alerting students, faculty, and staff.
- **Flyers:** posted on bulletin boards, exterior doors in academic buildings, residence halls, bulletin boards and administrative buildings.
- **University of Maine at Farmington Department of Public Safety/Campus Police website:** www2.umf.maine.edu/publicsafety/
- **University of Maine at Farmington Emergency AUDIBLE ALERT HORN:** A loud air powered horn located on top of the Public Safety/Campus Police Office building is used when there is imminent danger to the community. If the horn is heard, the campus community can get specific instructions and other particular information through the other messaging systems, i.e. the e-mail or text alerts.

Emergency Evacuation Procedures

An evacuation drill is coordinated by the UMF Department of Public Safety/Campus Police, the UMF Department of Facilities Management, and the Farmington Fire Department once each semester for all residential facilities. Students are required to learn the locations of the emergency exits in the buildings and are provided guidance and direction when exiting each facility for a short-term evacuation. Residents are not advised in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. The UMF Department of Public Safety/Campus Police and Student Life staff on scene will communicate the proper

procedure to students regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to better prepare occupants of a building for an organized evacuation in case of a fire, or any other emergency. Evacuation drills are used as a way to educate and train UMF community members on fire safety issues specific to the building they work or live. During the drill, occupants practice procedures, and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating the occupants of the buildings about evacuation procedures, the process also provides the University an opportunity to test the operation of fire alarm systems.

Evacuate

This means the removal of residents or occupants from a building or area for reasons of safety or precaution, impending weather, and/or received threats or breaches of security. When you are told to evacuate your building, go immediately to your designated meeting point (identified within each building) and remain there until otherwise instructed by a Public Safety Officer, other emergency personnel, or a University official.

Lockdown

This is a temporary sheltering technique, ranging from minutes to hours, to minimize exposure to an “active shooter” or other similar incident. When alerted, lock all doors and windows, close blinds if possible, and do not allow entry or exit to anyone until notified to do so by emergency personnel or a University official.

Shelter

This is a safe space that will protect occupants from a variety of hazards, such as debris impact, accidental or intentional explosive detonation, or the accidental or intentional release of toxic substance into the air. These spaces may also be used to protect individuals from outside entities, unsafe weather conditions, or unforeseen circumstances. If a University official directs you to shelter, she or he will specify whether it is in Dearborn Gymnasium and/or the Fitness and Recreation Center, and ask that you go directly there.

Shelter-in-Place

This is a precaution aimed to keep you safe right where you are indoors. It means selecting an interior space, with no or few windows, and taking refuge there. This is usually directed when there is little time to give notice and the threat is imminent.

Weapons Policy

The University of Maine at Farmington Department of Public Safety/Campus Police is committed to protecting the health and safety of all members of the University community in its operations and activities. In order to ensure a safe environment, the University of Maine at Farmington prohibits the

wearing, transporting, storage, or presence of firearms, ammunition or other dangerous weapons on all property owned by the university. **All duly sworn law enforcement personnel engaged in official duties or military personnel engaged in military activities sponsored by the federal or state government are exempt from this policy.**

Definition

A weapon is a firearm or other weapon, device, instrument, material or substance which is capable of producing death or serious bodily injury. This may include, but is not limited to devices from which a projectile (e.g., arrow, ball, bullet, missile, pellet, shell, or other material) may be fired, certain knives (e.g. 4" blade or longer, switch blades, etc.), brass knuckles, martial arts weapons and objects used as clubs (e.g. batons, asps, etc.) that pose reasonable risk of injury.

Implementation

All violations of this policy need to be reported to the UMF Department of Public Safety/Campus Police immediately. Any employee in possession of a firearm, ammunition or other dangerous weapons while on university owned property or while otherwise fulfilling his or her job responsibilities, may face disciplinary action up to and including dismissal. Any visitor violating this policy shall be subject to the application of the criminal trespass provisions and/or the enforcement of the dangerous weapons laws of the State of Maine. The "Constitutional Concealed Carry Law" (Maine Public Law 2015, Chapter 327 (LD 652)) and the possession of a valid concealed weapons permit authorized by the State of Maine are not exemptions under this policy.

Any student or employee residing in the residence halls who wishes to bring hunting rifles or shotguns on campus need to coordinate with the Director of Public Safety/Chief of Police before doing so. All hunting rifles or shotguns will be securely stored at the Public Safety office and signed out on the day the individual wishes to use the firearm for hunting. When the individual is done hunting for the day, he or she will coordinate with the campus police to secure the firearm immediately upon arriving back to campus.

Any questions or concerns regarding this policy can be directed to the Director of Public Safety/Chief of Police at brock.caton@maine.edu or by calling the UMF Department of Public Safety/Campus Police at 207-778-7400.

Annual Fire Safety Report

For all campus owned residential facilities

If a fire occurs in a University of Maine at Farmington building, community members should immediately notify University of Maine at Farmington Department of Public Safety/Campus Police at 778-7400. University of Maine at Farmington Department of Public Safety/Campus Police will initiate a response by contacting the Franklin County Sheriff's Department Communication Center, which in turn will initiate a response from the Farmington Fire Department and the Department of Facilities Management. If a member of the campus community finds evidence of a fire that has been extinguished, and the person is not sure whether the Fire Department is or has already responded, the community member should immediately notify the University of Maine at Farmington Department of Public Safety/Campus Police and the Department of Facilities Management to investigate and document the incident.

The fire alarm systems on campus are meant to alert community members of a potential hazard. All community members are required to heed their warning, and evacuate immediately upon hearing a fire alarm. Use the nearest stairwell and/or exit to leave the building immediately. UMF Community Members should familiarize themselves with the exits in each building.

University of Maine at Farmington Department of Public Safety/Campus Police publishes this fire safety report with its annual Clery compliance documents. These documents contain information with respect to the fire safety standards for the University of Maine at Farmington. This report includes statistics concerning:

- the number of fires,
- the cause of each fire,
- the number of injuries and/or death related to a fire,
- the cost of the property damage caused by a fire

Fire Protection Equipment/Systems

The majority of university buildings are equipped with automatic fire detection, alarm systems, sprinkler and hood suppression systems which are not currently monitored by the Farmington Fire Department by remote sensing.

Fire Evacuation Plan

1. All faculty, staff and students are required to evacuate the building when the alarm has sounded and proceed to the nearest exit in an orderly fashion and go directly to the pre-determined evacuation site.
2. The last individual exiting a room should close the door and proceed to the nearest exit. If smoke hampers your means of egress, find an alternate route.

3. Never use an elevator when evacuating the building, as smoke will rise into the elevator shaft, placing everyone inside at serious risk. Handicapped individuals should proceed to the nearest staircase and wait for assistance.
4. Do not re-enter the building until the fire alarm has been silenced and University of Maine at Farmington Department of Public Safety/Campus Police or the Farmington Fire Department emergency personnel has indicated that it is safe to re-occupy. Always inform the University of Maine at Farmington Department of Public Safety/Campus Police if anyone has been injured or cannot account for their presence.

Fire Reporting Procedures

The following procedures should be followed if you discover a FIRE:

1. Proceed to the nearest emergency call box to activate the fire alarm system, and call the University of Maine Farmington, Department of Public Safety/Campus Police or Emergency Dispatch at 911.
2. Provide the officer your name, the building name, the location of the fire, and if there are any injuries.
3. If the fire is small and you have properly trained, use a fire extinguisher to put the fire out.

Emergency Evacuation Procedures for Individuals with Disabilities

1. If the occupant, resident or visitor is located above or below the ground floor, **do not use the elevator.**
2. If the occupant, resident or visitor is located on the ground floor of the building, exit through the closest means of egress.
3. Call the UMF Department of Public Safety/Campus Police and give the officer your name, exact location, room number and telephone number. Remain by the phone until firefighters come and assist persons who are unable to evacuate.

An emergency situation exists when a fire alarm system activates. Regardless of the cause, all emergency procedures must be followed. Occupants shall exit the building in an orderly fashion; the Farmington Fire Department (via the 9-1-1 system) will be notified. The Department of Facilities Management as well as The Department of Public Safety/Campus Police will be advised. Campus Police personnel will remain on site to assist the Farmington Fire Department as needed until the source of the activation is known and the most senior fire department official deems an emergency no longer exists.

A maintenance issue exists when a fire alarm panel shows a trouble light or alarm, but the system was not activated. When this situation occurs, the individual that discovered the trouble shall contact the Facilities Management office immediately. A licensed electrician will investigate the source of the problem, make repairs and reset the alarm panel. Other than a licensed electrician, no other staff,

faculty or students shall reset a fire alarm that is in trouble.

Health and Safety Inspections

The UMF Department of Facilities Management performs Residence Hall health and safety inspections annually. The inspections are primarily designed to find and eliminate safety violations. The inspection will include, but not be limited to, a visual examination of electrical cords, sprinklers heads, smoke detectors and other safety systems.

In addition, the UMF Department of Student Life examines each room for the presence of prohibited items (e.g. sources of open flames, such as candles, non-surge protected extension cords, halogen lamps, portable cooking appliances in non-cooking areas, etc.) or prohibited activity (e.g. smoking in the room, tampering with life safety equipment, possession of pets, etc.) throughout the academic year.

Housing Policies

Cooking

Cooking is among the most frequent causes of residential fires. Cooking is not permitted in student rooms. Cooking may only be done in designated kitchen areas and must not be left unattended. Appliances with exposed burners (e.g. hotplates) are not permitted in residential buildings. Items with enclosed heating elements may only be used in designated kitchen areas. This includes, but is not limited to, use of appliances such as toasters, toaster ovens, frying pans, deep fat fryers, grilling machines, waffle irons and slow cookers. An alarm set off because a student has been cooking in their room will be subject to a fine.

Flammable Materials

Candles, incense or any source of open flame, or ignition are prohibited in a student's residence. Flammable materials such as gasoline, camp stove fuel, paint solvents, propane, butane, charcoal lighter fluid or other highly flammable material may not be stored or used in student residences and will be removed if found.

Electrical Appliances

Electric line load limitations prohibit the use of heavy-demand appliances in student rooms. One small refrigerator per resident is permitted in student room or in common areas. No refrigerators exceeding 3.0 cu. ft. or operate at more than 350 kWh in any student rooms. Larger sized refrigerators, keg refrigerators, coolers, air conditioners and space heaters are prohibited and will be removed if found.

Light-demand electrical items, such as radios, stereos, alarm clocks and televisions may be used within the limitations of safe operating conditions. Please contact the Department of Facilities Management for guidance on the use of multiple appliances. All electrical items should be unplugged if the student room will not be occupied for an extended period of time such as during breaks.

Electrical Safety

Any electrical device which is modified after purchase is prohibited and will be removed. Students may not add wiring, remove or alter existing wiring or use unsafe wiring devices. Outlet expanders are prohibited and will be confiscated. Thin wire extension cords used for any purpose other than extending a single, low wattage item will be removed. Overloading thin wire extension cords can lead to overheating and fire. Do not plug power strips into thin wire extension cords. In no case should power strips be plugged into other power strips.

No current-carrying wire will be run under carpets or be taped across walking paths, door thresholds or through doorways where pinching or other damage can result. Fines may be issued for unsafe wiring practices.

Fire Protection and Combustible Materials

A fire in a campus residence is a disaster that can be avoided by the mutual effort of residents and staff. The misuse of fire safety equipment (e.g. fire escapes, fire extinguishers, smoke detectors, sprinkler systems and fire alarms) is not permitted and is a violation of Public Safety/Campus Police laws in the State of Maine. Smoke detectors, sprinkler heads and fire alarms may not be covered with tapestries or any other materials. Nothing may be attached to or hung from sprinkler pipes or sprinkler heads. A \$50.00 fine will be assessed along with the repair/replacement cost of any life safety system that is tampered with or damaged. All students should become familiar with policies regarding life and fire safety, administered by the Department of Facilities Management.

Smoking

Smoking or the burning of any type of pipe, cigar and cigarette or similar product is prohibited in all campus buildings including residence halls and houses and their stairwells, porches or garages. New in 2011, the University of Maine at Farmington has decided to go "Tobacco Free." Smoking and all tobacco products are now prohibited on the entire UMF campus

The presence of ash-filled ash trays, hookahs and water pipes will be considered proof of smoking in rooms and will be reported to the UMF Department of Public Safety/Campus Police. Water pipes and hookahs may be confiscated.

Fire Safety Tips

1. Fire Drills/Evacuation
 - a. Never assume it's a false alarm
 - b. Know the safest and quickest route out of your building
 - c. Always move as quickly and safely as you can
 - d. Showers are not safe places during a fire
 - e. Know where to gather to get a head count
2. Fire Safety Systems and Equipment
 - a. Never hang items or cover sprinkler piping or heads
 - b. Know locations of the nearest alarm pull station
 - c. Never tamper with or cover smoke detectors

3. Prevention

- a. Maintain a clear path through your room to exit door
- b. Never cook in your room
- c. Never use candles
- d. Avoid placing extension cords under carpeting
- e. Always plug personal items into power strips
- f. Avoid using thin wire extension cords
- g. Outlet adapters are prohibited
- h. Flammable materials and combustion source devices are prohibited in all resident halls.
- I. Always keep hallways free of personal items and trash

A daily fire log is available for review 24 hours a day at the Department of Public Safety/Campus Police from 8:00 a.m. to 4:00 p.m. Monday through Friday. The information in the fire log typically includes the nature, date, time and general location. To review, submit a verbal or written request to the Director of Public Safety/Chief of Police during business hours.

University of Maine at Farmington						
Statistics and Related Information Regarding Fires in Student Housing Facilities						
<u>Year</u>	<u>2012</u>					
Scott Hall South	0			0	0	0
Scott Hall West	1	08-21-12/1842	False Alarm-Mechanical	0	0	0
Scott Hall North	0			0	0	0
Mallett Hall	0			0	0	0
Purinton Hall	0			0	0	0
Stone Hall	1	03-31-12/1615	Burnt Food	0	0	0
Lockwood Hall	2	10-13-12/0706	Pulled Alarm	0	0	0
		11-21-12/1120	False Alarm-Mechanical	0	0	0
Dakin Hall	5	05-02-12/1530	Pulled Alarm	0	0	0
		05-14-12/1732	Burnt Food	0	0	0
		08-07-12/1222	Burnishing Floors	0	0	0
		09-19-12/1840	False Alarm	0	0	0
		09-30-12/0005	Clothes on Lamp	0	0	0
Black Hall	1	09-25-12/1935	Burnt Food	0	0	0
<u>Year</u>	<u>2013</u>					
Scott Hall South	1	10-08-13/2159	Shower Steam	0	0	0
Scott Hall West	1	10-08-13/2159	Shower Steam	0	0	0
Scott Hall North	1	10-08-13/2159	Shower Steam	0	0	0
Mallett Hall	0					
Purinton Hall	0					
Stone Hall	0					
Lockwood Hall	0					
Dakin Hall	0					
Black Hall	6	09-02-13/0744	Burnt food	0	0	0
		09-04-13/2105	Burnt food	0	0	0
		09-24-13/2106	Burnt food	0	0	0
		09-28-13/2138	Faulty Alarm	0	0	0
		11-06-13/0139	False alarm	0	0	0
		11-06-13/0140	Burnt food	0	0	0
<u>Year</u>	<u>2014</u>					
Scott Hall South	1	11-13-14/2221	Burnt Food	0	0	0
Scott Hall West	1	11-13-14/2221	Burnt Food	0	0	0
Scott Hall North	1	11-13-14/2221	Burnt Food	0	0	0
Mallett Hall	0			0	0	0
Purinton Hall	0			0	0	0
Stone Hall	1	8-31-14/1628	False Alarm	0	0	0
Lockwood Hall	0			0	0	0
Dakin Hall	3	1-19-14/2107	False Alarm	0	0	0
		9-27-14/2023	Burnt Food	0	0	0
		11-7-14/1943	False Alarm	0	0	0
Black Hall	4	1-23-14/1340	Burnt Food	0	0	0
		4-4-14/2037	Burnt Food	0	0	0
		8-27-14/0844	Faulty Alarm	0	0	0
		9-9-14/1439	Burnt Food	0	0	0

Fire Safety Systems	Fire Alarm Monitoring	Full Sprinkler System	Smoke Detection	Fire Extinguishers	Evacuation Plans/Placards	Number of (Fire) Drills
Scott Hall South	no	yes	yes	yes	yes	2
Scott Hall West	no	yes	yes	yes	yes	2
Scott Hall North	no	yes	yes	yes	yes	2
Mallet Hall	no	yes	yes	yes	yes	2
Purington Hall	no	yes	yes	yes	yes	2
Stone Hall	no	yes	yes	yes	yes	2
Lockwood Hall	no	yes	yes	yes	yes	2
Dakin Hall	no	yes	yes	yes	yes	2
Black Hall	no	yes	yes	yes	yes	2