


<p><b>Name of Policy:</b> <u><a href="#">Mass notification and crime prevention</a></u></p> <p><b>Policy Number:</b> 3364-61-06</p> <p><b>Approving Officer:</b> President</p> <p><b>Responsible Agent:</b> Chief of Police</p> <p><b>Scope:</b> All University of Toledo Campuses</p>	 <p><b>Effective date:</b> December 21, 2022</p> <p><b>Original Effective Date:</b> July 28, 2008</p>
<p><input type="checkbox"/> New policy proposal</p> <p><input type="checkbox"/> Major revision of existing policy</p>	<p><input checked="" type="checkbox"/> Minor/technical revision of existing policy</p> <p><input type="checkbox"/> Reaffirmation of existing policy</p>

(A) Policy statement

The University of Toledo (UToledo) shall have in place mass notification and crime prevention measures.

(B) Purpose of policy

Promote a safe campus environment for students, faculty, staff, patients, and visitors through mass notification and crime prevention efforts in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

(C) Procedure

The university employs a variety of means to notify the campus community of any significant emergency or dangerous situation occurring on the campus involving an immediate threat to the health and safety of students or employees,

Emergency Phase - Mass Notification

(1) Indoor public address

- (a) Indoor public address may be used in buildings, where available. The indoor public address begins with a tone or siren, amber light, and continues with a verbal announcement.

- (b) Public safety personnel have the authority and ability to activate a public address message.
- (c) The hospital operators on the health science campus (HSC), at the direction of public safety personnel, have the ability to announce code emergencies on the HSC.

(2) UToledo Alert email and text messaging

- (a) UToledo Alert is available to all students, faculty, and staff and may be used to send an email message to students, faculty, and staff during a qualifying event. A text message is also sent to those who provide a cell phone number in MyUT. To provide or update your cell phone number, log into MyUT and select “update addresses and phone numbers.” Cell phone numbers must be provided in the “cell phone” field.
- (b) The office of public safety and university communication personnel have the authority and ability to issue a UToledo alert notification.
- (c) Upon confirming a qualifying event on campus has occurred, an authorized user will send the alert.
- (d) UToledo alerts may be used throughout an event to provide updates as new facts become available or circumstances change.
- (e) An “All Clear” alert may be sent when there is no longer a foreseeable threat to public safety.

Advisory Phase – Mass Notification

(A) Timely Warning Notice (TWN)

- (a) Report all crimes or incidents presenting a threat to campus safety to the UToledo Police.
- (b) On a case-by-case basis, the university will determine whether a TWN will be issued.

- (c) The TWN is reserved for certain crimes as determined necessary by the chief of police, or designee in his or her absence which meet the following criteria:
  - i. reported to a Campus Security Authority;
  - ii. determined to occur within the Clery geography of campus;
  - iii. considered to represent a serious or continuing threat to students, employees, and the UToledo community.
- (d) Every attempt will be made to distribute TWNs as soon as possible after relevant facts are gathered.
- (e) TWNs may be updated if new or more accurate information becomes available.
- (f) The university may withhold information, which if made public, could lead to the identification of a protected victim or risk compromising law enforcement efforts.
- (g) In instances when violent crime occurs between two individuals who know each other, the university will examine each instance to determine if the suspect poses a continued threat to the campus community.
- (h) The university makes every effort to properly classify a criminal incident when issuing a TWN. Further analysis and investigation may determine incidents do not fall within the definitions or jurisdictions of reportable crimes included in the annual security report and therefore may not be included in crime statistics.
- (i) TWNs are generally distributed through email to all members of the UToledo community and may be posted on the official website as well as social media websites operated by the University of Toledo police department.

