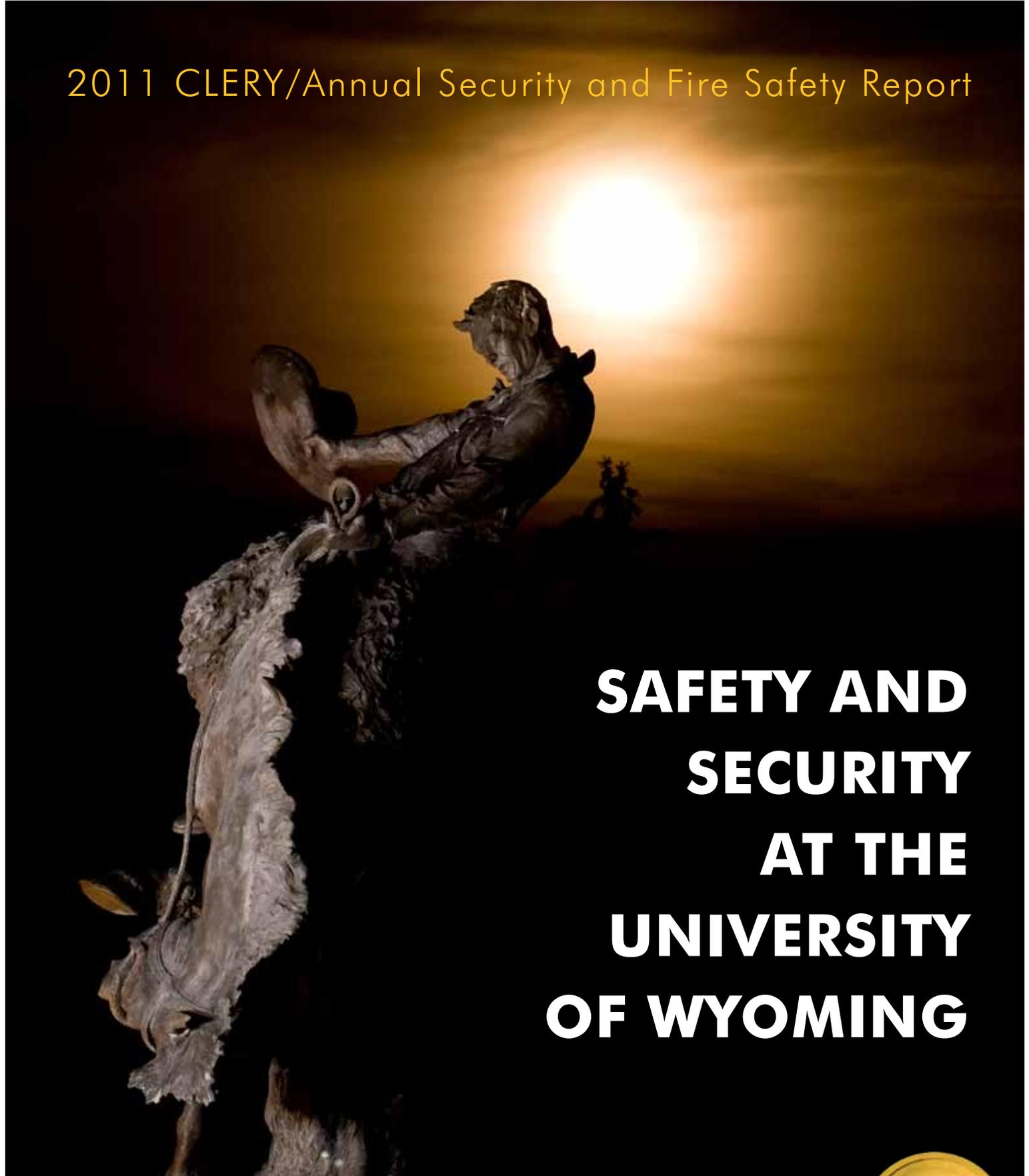


2011 CLERY/Annual Security and Fire Safety Report



**SAFETY AND  
SECURITY  
AT THE  
UNIVERSITY  
OF WYOMING**



UNIVERSITY OF WYOMING

CAMPUS POLICE





# QUICK REFERENCE TELEPHONE DIRECTORY

WEB SITE: [UWPD](http://UWPD)

## UW POLICE DEPARTMENT TELEPHONE NUMBERS

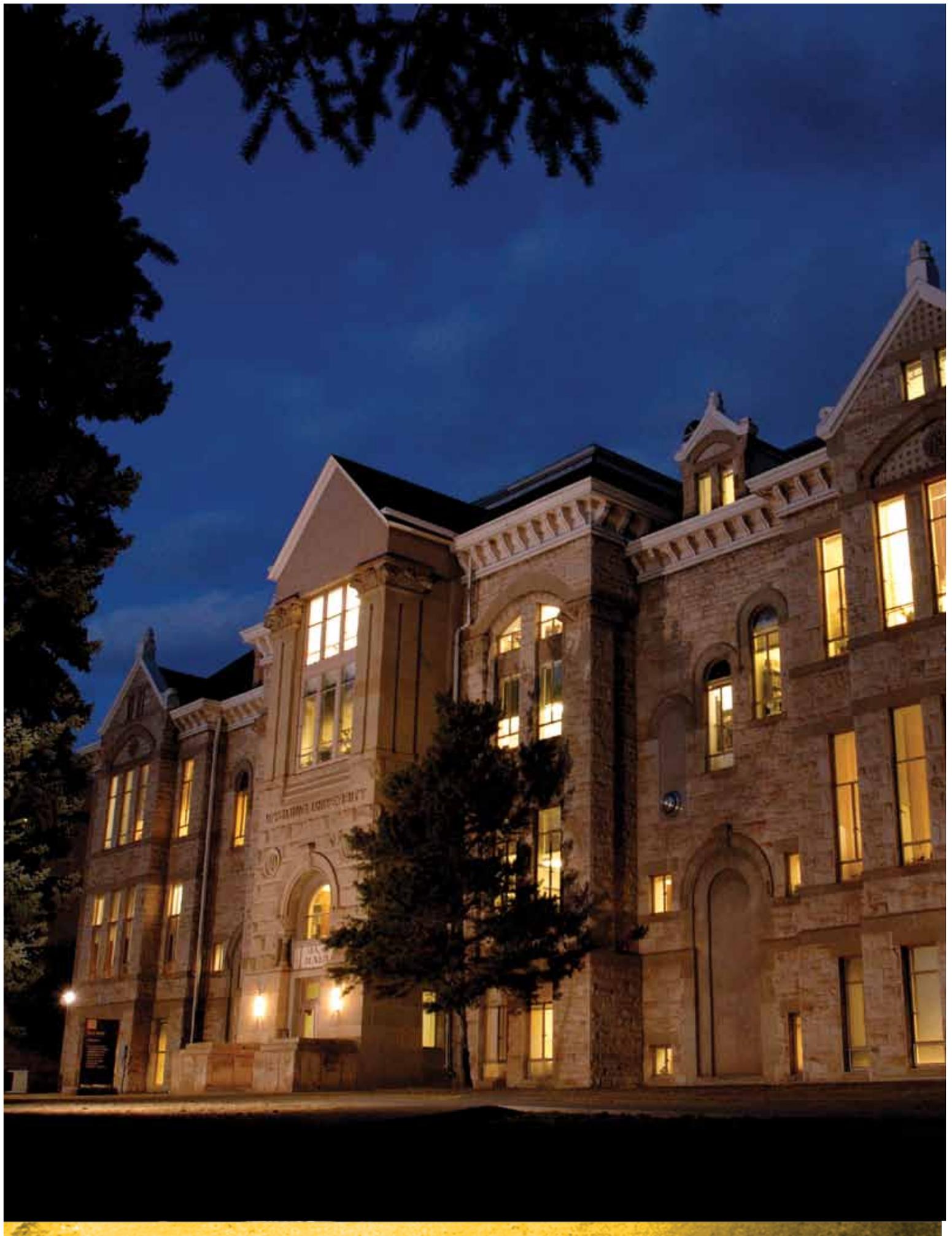
Emergencies - Police/Fire/Medical (TDD)	9-1-1	Non-Emergencies General Assistance (TDD)	766-5179
Chief of Police	766-5179	Campus Escorts	766-5179
Assistant Chief	766-5780	Special Events Coordinator	766-5780
Investigations	766-5179	Training Coordinator	766-5480
Records Unit (copies of reports)	766-3692	Crime Prevention	766-5179
Office Associate, Senior	766-5188	Fax	766-3694
SAFERIDE	766-3344	Lost & Found	766-5788

## OTHER IMPORTANT TELEPHONE NUMBERS

Dean of Students	766-3296	UW Student Health Service	766-2130
UW Employee Relations	766-5484	Laramie Police/Sheriff/Fire	721-2526
Human Resources(employees)	766-5600	University Counseling Center (students)	766-2187
TRANSPARK	766-9800	Residence Life and Dining Services (RLDS)	766-3179
UW Physical Plant	766-6225	Albany County SAFE Project	742-7273
Associate VP, Administration	766-4196	Albany County Crime Victim/Witness	721-5315

# TABLE OF CONTENTS

Welcome .....	1
Overview of the University of Wyoming Police Department.....	3
The Campus Security Act Legal Requirements.....	4
Professional Standards .....	4
Incident Reporting and Response .....	5
Timely Warnings.....	8
Emergency Response Plan .....	8
Access to Facilities .....	8
Missing Person Policy.....	9
Alcoholic Beverages and Illegal Drugs .....	10
Sexual Assaults.....	12
Crime Prevention Programs.....	14
Crime Prevention Tips.....	15
Off Campus Crime .....	16
Crime Statistics.....	17
Hate Crimes .....	21
FIRE SAFETY	
2010 Statistical Data.....	23
Policies .....	24
Procedures .....	27
Education and Training .....	30
Facilities .....	32
Statistics and Graphs.....	33



## WELCOME

### **Greetings on behalf of the members of the University of Wyoming Police Department.**

Each year, we publish this guide to security at the University of Wyoming. It is intended to provide you with essential information regarding the university's security-related services, programs, fire safety, policies and statistics about the occurrence of crime on and around our campus.

With a work force of over 2,000 and a student body of 13,000, the University of Wyoming is a large and complex institution. Our department has responsibility not only for the academic campus, but also for a variety of other satellite facilities located away from our main campus. Our crime statistics, therefore, include incidents that have occurred at all of these facilities, as well as those we receive from the municipal police and sheriff's offices from areas immediately adjacent to the campus and other properties owned or controlled by the University of Wyoming.

We take the issue of campus security seriously and the University of Wyoming is committed in its efforts to assure that our campus remains safe and secure. To do so, of course, requires not just the efforts of the Police Department, but the cooperation and understanding of every member of the university community.

We ask that you do your part to help protect yourself and others. I encourage you to review this guide carefully and, in particular, the crime prevention tips that we have included. Personal safety is a responsibility of each of us and we very much need your assistance to help make our campus a safe environment.

If you have any questions or suggestions about security or law enforcement at the University of Wyoming, please feel free to telephone me at 766-5179 or send an e-mail to [tlane1@uwyo.edu](mailto:tlane1@uwyo.edu).

Sincerely,

Troy Lane  
Chief , University of Wyoming Police

# CAMPUS POLICE



## OVERVIEW OF THE UNIVERSITY OF WYOMING POLICE DEPARTMENT

The University Police Department provides comprehensive law enforcement and security services to all components of University including the academic campus, and other properties owned or controlled by the University.

The department has 24 authorized full time positions including 14 state certified Peace Officers, 4 Security Officers, 5 Emergency Communications personnel, 2 civilian support staff, in addition to part time communications officers and student employees. The University Police Officers are commissioned under Wyoming State Statute and have the full range of police authorities granted any peace officer including power to arrest, on property owned by or under the control of University of Wyoming, including adjacent public streets and sidewalks. University Security Officers work closely with our police officers in constantly patrolling university properties and assisting employees and visitors in accessing university facilities. The UWPD operates 24 hours a day, 365 days a year, and is located at 1426 East Flint, Laramie, Wyoming 82071.

The department also maintains a fully staffed investigations division, a professional recruiting and training unit, and a 9-1-1 Emergency Communications Center. The Police Department maintains excellent working relationships with all area law enforcement agencies including the City of Laramie Police Department, the Albany County Sheriff Department, the Wyoming Highway Patrol, the Wyoming Division of Criminal Investigation (DCI), Wyoming Office of Homeland Security, and the local field office of the Federal Bureau of Investigation (FBI). These working relationships are maintained through periodic communication among agency administrators and by frequent contact between line officers and investigators cooperating on specific cases.

In addition, our agency has sophisticated communications and computer systems to provide for instant communication between local and state agencies in times of emergency.

Essential to our goal of maintaining a safe campus is providing courteous and efficient service to the entire University community. If you have questions regarding the Police Department, or comments or suggestions about our services, please contact our crime prevention department at 766-5782.

Please visit the department's web site at [University of Wyoming Police Department](#) This site includes detailed information about our services, along with a telephone and email directory of key department personnel.

A map that identifies UW owned properties within the City of Laramie may be viewed at the following web address: [UW Map](#)

## THE CAMPUS SECURITY ACT LEGAL REQUIREMENTS

The Campus Security Act requires colleges and universities to:

- *publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements;*
- *disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other University officials who have “significant responsibility for student and campus activities;”*
- *provide “timely warning” notices of those crimes that have occurred and “pose an ongoing threat to students and employees;” and*
- *disclose in a public crime log “any crime that occurred on campus. . . or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department.”*

The University of Wyoming Police Department is responsible for preparing and distributing this report. We work with other University of Wyoming departments, such as the Offices of the Dean of Students and Residence Life and Dining Services, as well as the Laramie Police Department, to compile the information.

We encourage members of the University of Wyoming community to use this report as a guide for safe practices on and off campus. It is available on the Web at the following link:

[UW Annual Security and Fire Safety Report](#) Each member of the University community receives an email that describes the report and provides its Web address. For a printed copy, contact the University of Wyoming Police Department at 1000 E. University, Dept. 3124; 1426 East Flint Street, Laramie, WY 82071 (307) 7

## PROFESSIONAL STANDARDS

The University Police Department’s relationship with the community and with ensuring that we provide excellent service is vital to achieving our overall mission of a safe and secure campus. All members of the University of Wyoming community can expect to be treated in a courteous and professional manner by members of our department. The UW Police Department will not tolerate an employee who acts unprofessionally or who does not provide an appropriate level of service. We also wish to recognize instances where our employees have been especially helpful or have exceeded your expectations in the service they have provided.

The quality of our service is dependent in part on feedback from the community we serve. The Police Department has an extensive professional standards process in place to respond to citizen complaints and concerns. The department also has various ways in which we are able to recognize outstanding performance by our employees.

Please help us improve our department by bringing your compliments and concerns to the attention of any of the following individuals in a timely manner:

- After hours business hours, request the on-duty Police Supervisor (normally a Police Sergeant) by calling 766-5179; this individual is available 24-hours a day.
- During business hours, contact the Assistant Chief at (307) 766-5780.
- Address written correspondence to: Chief of Police, University Police of Wyoming Police Department, 1000 E. University, Dept. 3124 Laramie, WY 82071

## INCIDENT REPORTING AND RESPONSE

Students, employees, patients, and visitors are encouraged to immediately report any criminal offense, suspected criminal activity, or other emergency directly to the UW Police Department. This can be done in several ways. The first is to use one of the emergency phones and direct alarms available on campus. The second way is to simply dial 9-1-1 on any ordinary telephone. Dialing 9-1-1 will reach the UW Police Department from every UW telephone exchange. If dialing from a personal cell phone or an off-campus telephone within Laramie, the call will immediately reach the Laramie Area Records and Communications Department which dispatches for law enforcement/EMS services for the City of Laramie and Albany County. In either case, each agency has instant communication with the other and calls can be immediately transferred from one to the other. For non-emergency calls to the UW Police Department, dial 766-5179. We encourage students and employees to put this non-emergency number into their cell phones as a speed dial entry.

The UW Police Department's procedures require an immediate response to emergency calls. We work closely with the full range of City and County emergency resources to assure a complete and timely response to all emergency calls. Priority response is given to crimes against persons and personal injuries. Special services include an experienced Investigations Division as well as the generous availability of local, state, and federal law enforcement agencies in providing support and assistance.

When a student is involved, the information is also provided to the Dean of Students' office for appropriate university discipline as provided by University Regulation 8-231. University Regulation 8-30 defines the code of student conduct.

Sanctions may include suspension or expulsion for student offenders and termination of employment for employee offenders. In on-campus disciplinary action, the accuser and accused are entitled to the same opportunities to have others present during campus hearings. Both accuser and accused shall be informed of the outcome of disciplinary hearings.

For students living in residence halls or university apartments, violations of criminal law or regulations listed in housing contracts may also result in disciplinary sanctions through the UW

Residence Life and Dining Services office. Students involved in on-campus disciplinary activities related to their living in a residence hall may request a change of residence. Any such request will be honored promptly.

## CONFIDENTIAL REPORTING PROCEDURES

If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still want to consider making an anonymous report. With your permission, an investigator or other designee of the UW Police Department can file a report on the details of the incident without revealing your identity. The purpose of an anonymous report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate record of the number of these incidents, determine if there is a pattern of crime with regard to a particular location, method, or assailant, and possibly alert the campus community to potential danger. Reports filed in this manner are only counted and disclosed in the annual crime statistics for the institution. Information may also be shared with identified Campus Security Authorities, see below for a complete list of those designated with that responsibility.

In addition to the above means of reporting incidents, the Police Department offers anonymous crime tip reporting at its Silent Witness link: [UW Silent Witness](#) and by telephone to Albany County CRIMESTOPPERS at 742-2273.

The UWPD also has an anonymous Text Tip program. Text your message to 847411, using the keyword UWYO. Additional information can be found at: [UW Text Tips](#)

## CAMPUS SECURITY AUTHORITIES

The CLERY Act mandates that institutions must disclose statistics both for crimes reported to local police agencies and crimes reported to Campus Security Authorities (CSA's). The intent of including non-law enforcement personnel as campus security authorities is to acknowledge that many individuals, and students in particular, are hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus-affiliated individuals.

The CLERY Act regulations define a campus security authority (CSA) as :

- A member of a campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property)
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.



- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of an institution.

Campus Security Authorities for the University of Wyoming are identified as follows: The University President, Vice Presidents, Deans of the colleges, the University of Wyoming Police Department; Dean of Students, DOS Judicial Officer, Residence Life and Dining Services Director, RLDS Judicial Officer, Resident Assistants and Area Coordinators; UW Director of Athletics and Head Coaches; Director of the Wyoming Union; Directors of off-campus facilities owned, operated, or controlled by the UW, and faculty advisors to active Registered Student Organizations (RSO's) that have been notified by the UWPD of their responsibilities.

## TIMELY WARNINGS

In the event that a situation arises, either on or off campus, that, in the judgment of the university administration, constitutes an immediate or ongoing threat, a campus wide Crime Alert will be issued. Timely Warnings may be issued utilizing [UW ALERT \(text messaging service\)](#), emails, the student newspaper, *The Branding Iron*; by public address systems, by Wyoming Public Radio, by posters or flyers; by notices posted on the University website, or any other method deemed appropriate based upon the circumstances. Depending on the particular circumstances of the threat, the University may issue a Crime Advisory, when circumstances indicate a particular crime has occurred that warrants information be disseminated to the public but there is no immediate or ongoing threat. Dissemination of Crime Advisories shall be tailored to the specific incidents in accordance with the policies of the University of Wyoming.

## EMERGENCY RESPONSE PLAN

The University of Wyoming utilizes current NIMS/ICS Standardized protocols for the formation of incident management teams in large scale incidents. Details of the response plan can be viewed at: [UW Emergency Response Plan](#). All evacuation procedures and appropriate maps are posted within facilities pursuant to fire code. Any additional situation based evacuation plans will be addressed by management in the Emergency Response Plan.

## ACCESS TO FACILITIES

The administrators responsible for each facility determine access to each campus facility.

The UW Police Department works closely with these administrators and the UW Physical Plant to maximize security coverage and to ensure appropriate access controls.

### ON-CAMPUS

Residence halls are provided with electronic key card access systems that are connected to a central computer monitored 24 hours a day. Resident Hall assistants assist with ensuring doors are not propped open or modified, as well as monitoring access control rules are being followed

Several classroom buildings, especially those that house computer clusters, also have electronic key card access systems that operate during other than normal working hours. Some interior spaces are also secured in this manner.

UW's Physical Plant takes security service needs as its highest priority. UWPP responds to reports of inoperable doors, burned out lights, broken windows and screens, and other requests from the UW Police Department to make repairs/adjustments for security reasons.

UW Police personnel closely monitor any security-related maintenance problems after hours until reported to and resolved by UWPP personnel.

## OUTREACH SCHOOL/BRANCH CAMPUSES

The University of Wyoming owns or controls properties in virtually every county within the State of Wyoming. The vast majority of these facilities are properties utilized in the Outreach program and agricultural research facilities located in or near the following locations: Casper, Cheyenne, Gillette, Jackson, Lingle, Rawlins, Riverton, Rock Springs, Sheridan, and Torrington. Directors and coordinators of these facilities are identified as CSA's under the CLERY guidelines and as such are responsible for reporting CLERY act crimes to the UWPD as soon as possible following an incident. All crimes occurring at these locations should be immediately reported to the local law enforcement agency, police or sheriff, in the jurisdiction where the facility resides. UWPD can then coordinate with that law enforcement agency and offer assistance if necessary and obtain any clarification to insure accurate reporting. Training will be provided to the CSA's when requested to do so on reporting requirements for CLERY.

## MISSING PERSON POLICY

The health, safety, and well-being of our students is a fundamental consideration in the creation and cultivation of our residential academic community. This policy is intended to cover students living in UW residence halls, UW apartments, and fraternity and sorority chapter houses on the UW campus in Laramie.

Most suspicions that someone is missing arise when a resident deviates from his/her normal habits or locations and fails to inform others of the change. One of the responsibilities of living in a community is to let friends and colleagues know where you are and how to get in touch with you when you change from your customary routine. Likewise, as a member of a community, anyone having reason to believe that someone is missing should quickly notify a responsible party. Moreover, it is important when completing the *Residence Life & Dining Services Contract* application form, admissions application, or the on-line *Fraternity/Sorority Live-In Member Survey* to designate someone to contact in an emergency; it is also prudent to ensure that this information remains current and accurate. This information is maintained confidentially and used in emergency situations only.

For purposes of this policy, a "responsible party" shall mean a Residence Life or Dean of Students staff member or a person designated by university regulations or protocols, such as a law enforcement officer or senior university administrator.

If a report of a potentially missing person is made to a responsible party, or if that person suspects that a resident is missing, the following options should be considered and implemented as needed:

- attempt to make contact with that resident by way of cell phone, e-mail, or other means,
- identify other students or employees who might know where the potentially missing person may be,
- conduct a health and welfare check in the room/apartment of that resident, and

- contact the emergency contact person designated on the resident's admission application, residence life contract, fraternity/sorority survey, or rolodex card located at the residence hall lobby desk/apartment office.

If these or other prudent measures fail to produce assurance in a reasonable timeframe that the person is safe, the responsible party will notify the UWPD (if not done previously). In the event the resident is under the age of 18 and not emancipated, a custodial parent or guardian will be notified within 24 hours of the responsible party's initiation of this process. If the resident is 18 or older or an emancipated minor, then the individual designated as the emergency contact will be notified.

## ALCOHOLIC BEVERAGES AND ILLEGAL DRUGS

### ENFORCEMENT

Failure to abide by University rules and regulations concerning alcohol and drug use will result in disciplinary action. UW's substance abuse education programs exceed the requirements of the Higher Education Act of 1965, as amended. In addition to traditional enforcement methods, the Police Department works closely with the Dean of Students in matters involving student alcohol consumption and related University policies.

### WYOMING STATE LAW ON ALCOHOL AND DRUGS

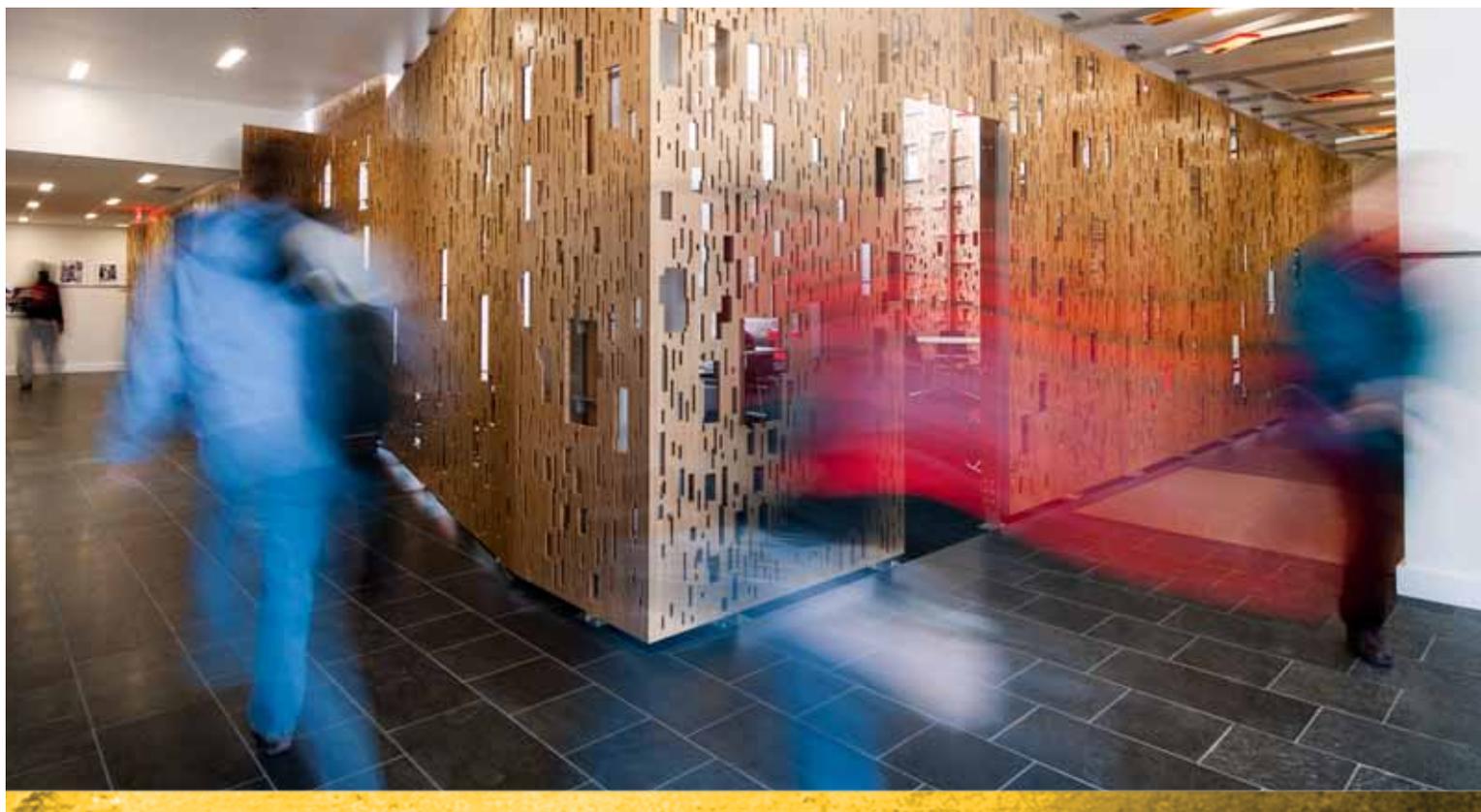
For complete information regarding Wyoming State Statute governing alcohol, one should consult Wyoming Revised Statutes, 12-6-101. Some highlights are excerpted below.

It is illegal for anyone less than 21 years of age to:

- **Possess or Consume any alcoholic beverage** (Penalty - It is considered a misdemeanor, which will become a matter of public record as a criminal conviction and subject one to court costs and/or fines and/or community service.
- **Purchase or attempt to purchase any alcoholic beverage**
- Use or attempt to use, in order to obtain alcoholic beverages when not of lawful age, a fraudulent or altered driver's license; or a fraudulent or altered identification document other than a driver's license; or a driver's license issued to another person; or an identification document other than a driver's license issued to another person, or possess a fraudulent or altered driver's license, identification,
- Permit (aid or abet) the use of one's driver's license or any other identification-document of any kind by any person under 21 to purchase or attempt to purchase or possess alcohol

It is illegal for anyone (regardless of age) to:

- Aid and abet an underage person in the sale, purchase, and/or possession of alcohol (including- giving alcohol):
- Provide a residence or location for any person under the age of 21 to consume alcohol.



## DEFINITIONS

*Malt Beverage*—means any fluid, substance, or compound intended for beverage purposes manufactured from malt, wholly or in part, or from any substitute therefore, containing at least one-half of one percent (.5%) of alcohol by volume.

*Sale of Alcohol*—any transfer, trade, exchange or barter, in any manner or by any means for consideration of alcohol (e.g., cover charges, mug/t-shirt sales, etc.).

*Alcoholic Liquor*—means any spirituous or fermented fluid, substance or compound other than malt beverage intended for beverage purposes which contains at least one-half of one percent (.5%) of alcohol by volume. As used in this paragraph, “beverage” does not include liquid filled candies containing less than six and one-quarter percent (6.25%) of alcohol by volume.

*Use of Alcoholic Beverages*—possession, consumption, distribution, purchase, sale, or transfer of alcoholic liquor and/or malt beverages.

## DRUGS AND DRUG PARAPHERNALIA

Wyoming State Statute 35-7-1031 prohibits the manufacture, sale, delivery, possession, or use of a controlled substance without legal authorization. A controlled substance includes any drug, substance or immediate precursor covered under the Wyoming Controlled Substances Act, including but not limited to marijuana, opiates, barbiturates, amphetamines, and hallucinogens. The possession of drug paraphernalia is also prohibited under Wyoming state law and university policy. Drug paraphernalia includes all equipment, products and material of any kind that are used to facilitate, or intended or designed to facilitate, violations of the Wyoming Controlled Substances Act. Alleged violations of this policy may result in criminal charges and will also be adjudicated through University disciplinary procedure.

## SEXUAL ASSAULTS

Rape and sexual assault awareness programs are available both through the UW Police Department and the STOP Violence program located in the University Counseling Center. Should a rape or sexual assault occur, call UW Police at 9-1-1. Assistance is available 24 hours a day through the UW Police Department and through the Albany County SAFE Project, 742-7273. SAFE provides trained advocates on a confidential basis, as well as free sheltering of victims of sexual assault and/or domestic violence.

The UW Police Department is available to receive and investigate reports of rape and sexual assault, assist a victim in securing medical attention, participate in evidence preservation and collection, conduct investigations, and inform the victim of legal and administrative options both on and off campus.

Confidential evidence collection may be conducted, without expense to the victim, at Ivinson Memorial Hospital. Evidence will be collected by a certified SANE nurse, or MD, and given a non-identifying number for tracking purposes.

### GUIDELINES OR SUGGESTIONS TO FOLLOW AFTER A RAPE OR SEXUAL ASSAULT:

- Get to a safe place as soon as you can.
- Try to preserve all physical evidence. Do not wash, shower, use the toilet, or change clothing if you can avoid it. If you do change clothes, do not wash your clothing, including undergarments; put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
- Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may later choose to take legal action.
- Contact the Police Department at 911.
- Talk with a counselor who will maintain confidentiality, help explain your options, give you information, and provide emotional support. You can reach a counselor by calling the University Counseling Center/STOP Violence Program at 766-3296, or after hours through the UWPD dispatch center at 766-5179. Counseling services are also available through the Albany County SAFE project at 742-7273.
- Contact someone you trust to be with you and support you.

### MEDICAL TREATMENT

It is important to seek immediate and follow-up medical attention for several reasons: first, to assess and treat any physical injuries you may have sustained; second, to determine the risk of sexually transmitted diseases or pregnancy and take preventive measures; and third, to gather evidence that could aid criminal prosecution. Physical evidence should be collected immediately,

ideally within the first 24 hours. It may be collected later than this, but the quality and quantity of the evidence may be diminished. Victims may choose to have evidence collected and not make a formal report to law enforcement for up to one year following the date of the assault.

## SERVICES

For both male and female students and employees, as well as their families, partners and friends, the STOP Violence Program 766-3296, is available to offer confidential crisis intervention; sexual assault, domestic violence, and stalking training. The Albany County SAFE Project can provide support groups; accompany the victim to medical and law enforcement agencies; serve as a victim advocate with university departments and community agencies. The Dean of Students office can assist a victim with relief from academic responsibilities; and assist in securing changes in on-campus housing. Counseling and support services are also available from the University Counseling Center (UCC), 766-2187; Albany County SAFE, 742-7273; and local community agencies and therapists.

## RESOURCES

- Student Health Service – 766-2130
- Counseling and Psychological Services (UCC) – 766-2187
- Albany County Crime Victim-Witness – 721-5315
- Albany County Family Planning – 745-5364
- Southeast Wyoming Mental Health – 745-8915
- Ivinson Memorial Hospital – 742-2141
- Suicide Hot Line – 745-8915
- SAFE Project 316 Steele – 742-7273
- Residence Life and Dining Services – 766-3179
- STOP Violence Program – 766-3296

## WYOMING SEX OFFENDER AND PUBLIC PROTECTION REGISTRY

All convicted sex offenders coming to or in Wyoming, including students, are required to register with the local county sheriff's department for inclusion in the Wyoming Sex Offender and Public Protection Registry. This Registry may be viewed locally at the local county sheriff's department, the UWPD dispatch center, or accessed directly on-line at: [Wyoming DCI Sex Offender Registry](#)

## CRIME PREVENTION PROGRAMS

The University of Wyoming Police Department promotes prompt reporting of all crimes to all appropriate police agencies. Several policies and programs are used to encourage and promote safety, including:

### ORIENTATION & CRIME PREVENTION PROGRAMS

UW Police officers deliver crime prevention programs at student orientation and employee training sessions. The department also provides programs on rape awareness, robbery/shoplifting prevention, and infant abduction prevention, violence in the workplace, and underage drinking /alcohol laws.

### CRIME PREVENTION SERVICES

UW Police officers perform security audits for employees, students, and other organizations or departments upon request. Recommendations for access and surveillance systems, alarm needs, and instruction and trouble shooting of alarm systems are also provided.

### DAILY AND WEEKLY CRIME PUBLICATION

Via our [Daily Activity Report \(DAR\)](#) [UWPD DAR](#) the UW Police updates and publishes daily all crimes reported to us. Information required by the CLERY Act in reference to fire safety is also maintained on this log. A printed daily log is also maintained in the department's Records Office and is available for public review.

*Note: Incidents with a case number that start with "NA" involve information received from other University Administrators, who are defined by federal law as "campus security authorities". These administrators share non-identifying information, with the University Police, that is provided by the victim. In these incidents, the victim did not file an official police report and therefore, it is not always possible to provide information regarding the five areas typically covered in the Crime Log, i.e. (Nature/Classification, Date Reported, Date Occurred, Time, General Location, Off Campus (Y or N), Disposition. Because an official report was not filed, there will be no disposition. These incidents are reported to the University Police for statistical purposes and are posted to the Crime Log as the information is received by the University Police.*

### UNIVERSITY NEWSPAPERS

The UW Police Department's Chief of Police and Detective have direct contact with the UW Media Relations office and the local media outlets, and report significant incidents that occur. Information on crimes is also solicited in this manner.

### CRIME PREVENTION RELEASES

Crime prevention brochures that include requests to immediately report all crimes or suspicious activities to the police are regularly distributed during programs, including new student orientations, job fairs, and other public safety talks.

#### ADDITIONAL CRIME PREVENTION TRAINING RESOURCES:

- STOP Violence Program: Sexual Assault/Domestic Violence/Stalking Prevention:
  - University Counseling Center, Knight Hall 766-2187
  - AWARE: Alcohol and Drug Prevention , 341 Knight Hall 766-3412
  - University Counseling Center: 341 Knight Hall 766-2187
  - Dean of Students Office: 128 Knight Hall 766-3296
- SAFE Project: Sexual Assault/Domestic Violence/Stalking 316 Steele Street, Laramie 742-7273

## CRIME PREVENTION TIPS

#### PERSONAL SAFETY

- Walk or jog with a friend, not alone.
- Avoid isolated areas.
- Use campus escort services.
- Know your limits on dates and communicate them to your partner.
- Know your limits with alcohol and do not accept drinks from others.

#### PROTECTION FROM DATE RAPE DRUGS

- Never leave your drink unattended. Because they are colorless and odorless, date rape drugs can be slipped into any type of beverage.
- Do not accept drinks from anyone but a bartender or server.
- Try to attend bars or parties with a group of friends, arranging beforehand to watch each other's drinks.
- If you think your drink has been tampered with, seek medical attention immediately and request the hospital conduct toxicology testing.

#### RESIDENTIAL SAFETY

- Lock your dorm room or apartment whenever you leave and when you are sleeping.
- Do not prop card reader or any other doors.
- Call 9-1-1 if you see someone in the building who does not belong.
- Do not allow strangers to follow you into the building.

## CAMPUS SAFETY

- Tell a friend where you are going and when you will return.
- Carry a whistle or noise maker. Do not be afraid to scream if you need help.
- Use a help phone or raise the hood and stay in your car if it breaks down. If people stop to assist, ask them to call the police.
- Be aware of your surroundings.

## WORKPLACE SAFETY

- Keep personal items (purses, book bags) locked up.
- Secure the work area when no one is in it.
- Report suspicious people to the police.

## PROTECTING YOUR PROPERTY

- Record the serial numbers of your valuables.
- Engrave valuables with your license number.
- Register your bike with Parking Services.
- Keep your vehicle locked when it is parked and when you drive.
- Consider installing anti-theft or alarm devices on your vehicle.
- Do not leave textbooks, purses, or book bags unattended
- Do not leave laptop computers unattended.

## REPORTING LOST OR STOLEN ACCESS CARDS

- Lost or stolen UW ID Cards should be reported to the UW ID Office at 766-5800.
- After hours Lost or stolen UW access cards should be reported to the UW Police at 766-5179.

## OFF-CAMPUS CRIME

The University of Wyoming has no off-campus housing or student organization facilities. A large number of UW graduate and professional students and some undergraduate students live off campus. The University does have a variety of satellite facilities located away from the main academic campus. With some exceptions (i.e. UW Casper), these are primarily administrative offices and agricultural research location, and not traditional educational facilities.

The UW Police Department handles criminal matters at all university-owned facilities located within a reasonable distance from the main campus. Matters occurring at properties that are more distant from the main campus are handled either entirely by the local law enforcement agency with jurisdiction (i.e. City Police or County Sheriff's Departments) or handled by such agencies in conjunction with UW Police.

If one of the local law enforcement agencies responds or is contacted about criminal activity occurring off-campus involving UW students, they may notify the UW University Police Department. However, there are no official agency policies requiring such notification. Students in these cases may be subject to arrest by the local agencies and subject to university judicial proceedings through the Dean of Students office. Guides for student conduct can be found in University Regulation 8-30.

The UW Police Department monitors off-campus criminal activity that may affect the University community so that it may provide timely warnings and advisories. This information is disseminated via campus media, posted bulletins, and through the student residential staff. Although the department does not routinely record statistics on crimes that occur outside its legal jurisdiction, it does collect and publish statistics for select crimes occurring on public streets immediately adjacent to University property.

In general, prospective students, employees, and visitors to University of Wyoming should know that as with any campus, there is crime both on- and off-campus and that it is important to take reasonable precautions at all times. The UW Police Department can assist any member of the campus community in determining an appropriate point of contact for police matters falling outside of the department's jurisdiction. Contact the department at 307-766-5179 for assistance.

For additional local, off-campus information, you may contact the Laramie Police Department at:

[Laramie Police Department](#).

The Albany County Sheriff's Office may be viewed at the following website:

[Albany County Sheriff's Office](#)

## CRIME STATISTICS

### DEFINITION OF TERMS

#### **Sex Offenses Definitions: As per the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program**

**Sex Offenses-Forcible:** Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

A. *Forcible Rape*

The carnal knowledge of a person, forcibly and/or against the 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).

B. *Forcible Sodomy*

Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

C. *Sexual Assault with an Object*

The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or 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 or physical incapacity.

D. *Forcible 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 or physical incapacity.

**Sex Offenses-Non-Forcible:** Unlawful, non-forcible sexual intercourse.

A. *Incest*

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

B. *Statutory Rape*

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

CRIME DEFINITIONS FROM THE UNIFORM CRIME REPORTING HANDBOOK:

**Aggravated Assault:** an unlawful 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. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

**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, etc

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned-including joy riding).

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

**Manslaughter by Negligence:** The killing of another person through gross negligence.

**Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force, violence, and/or causing the victim fear.

**Weapon Law Violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

**Drug Abuse Violations:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (demerol, methadones); and dangerous non-narcotic drugs (barbiturates, benzedrine).

**Liquor Law Violations:** The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned violations.

#### LOCATION DEFINITIONS FROM THE JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT

**On-Campus:** (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and (2) Any building or property that is within or reasonably contiguous to the area identified in paragraph (1), that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).

**Non-Campus Building Or Property:** (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

The below tables reflect crime statistics mandated by the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" that have been compiled by the UW Police Department. These tables include all reports made to the UW Police as well as officials of the University who have significant responsibility for student and campus activities. The Public Property portion of the tables reflects those statistics that the Laramie Police Department provided. "NA" means those statistics were unavailable.

Campus Residence – Student residences at the University including the University Apartments.

Campus Total – "Campus Residence" numbers (above) with the addition of parking lots, open areas, and non-residential facilities on the University's academic campus.

Public Property – public streets passing through the campus; public property and streets immediately adjacent to and accessible from the campus as reported to the UW and Laramie Police Departments. For the purposes of this statement, “NA” is defined as Not Available.

UW Casper Outreach Center – UW owned facility in the City of Casper.

UNIVERSITY OF WYOMING POLICE DEPARTMENT

CRIME STATISTICS MANDATED BY THE JEANNE CLERY ACT

NOTE: ALL NUMBERS LISTED INCLUDE ATTEMPTED AS WELL AS COMPLETED CRIMES

Offense Type (includes attempts)	Campus Buildings or Property (residential is subset of total)						Non-campus			Public Property			Grand Total			UW-Casper		
	'08 res	'08 total	'09 res	'09 total	'10 res	'10 total	'08	'09	'10	'08	'09	'10	'08	'09	'10	'08	'09	'10
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Forcible	1	2	1	1	7	9	0	0	0	0	0	0	2	1	9	0	0	0
Sex Offenses, Non-Forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	7	41	6	26	17	51	0	0	0	0	0	0	41	26	51	0	0	0
Motor Vehicle Theft	0	3	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	0
Arson	0	0	0	3	1	1	0	0	0	0	0	0	0	3	1	0	0	0

## LIQUOR, DRUG, AND WEAPONS VIOLATIONS – NUMBER OF ARRESTS/REFERRALS

		Campus Buildings or Property						Non-campus			Public Property			Grand Total			UW Casper		
		'08		'09		'10		'08	'09	'10	'08	'09	'10	'08	'09	'10	'08	'09	'10
		res	total	res	total	res	total												
Liquor Law Violations	Arrests	155	170	104	262	59	196	0	0	0	4	3	10	159	265	206	0	0	0
	Referrals	0	59	0	99	0	92	0	0	0	0	0	0	59	99	92	0	0	0
Drug Violations	Arrests	10	11	16	28	21	47	0	0	0	2	4	1	13	32	48	0	0	0
	Referrals	0	3	0	7	13	17	0	0	0	0	0	0	3	7	17	0	0	0
Weapons Violations	Arrests	1	2	1	1	0	0	0	0	0	0	0	0	2	1	0	0	0	0
	Referrals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*\*Caveats – Arrests of UW students for these offenses are referred for disciplinary action by the Dean of Students office and/or Residence Life and Dining Services.*

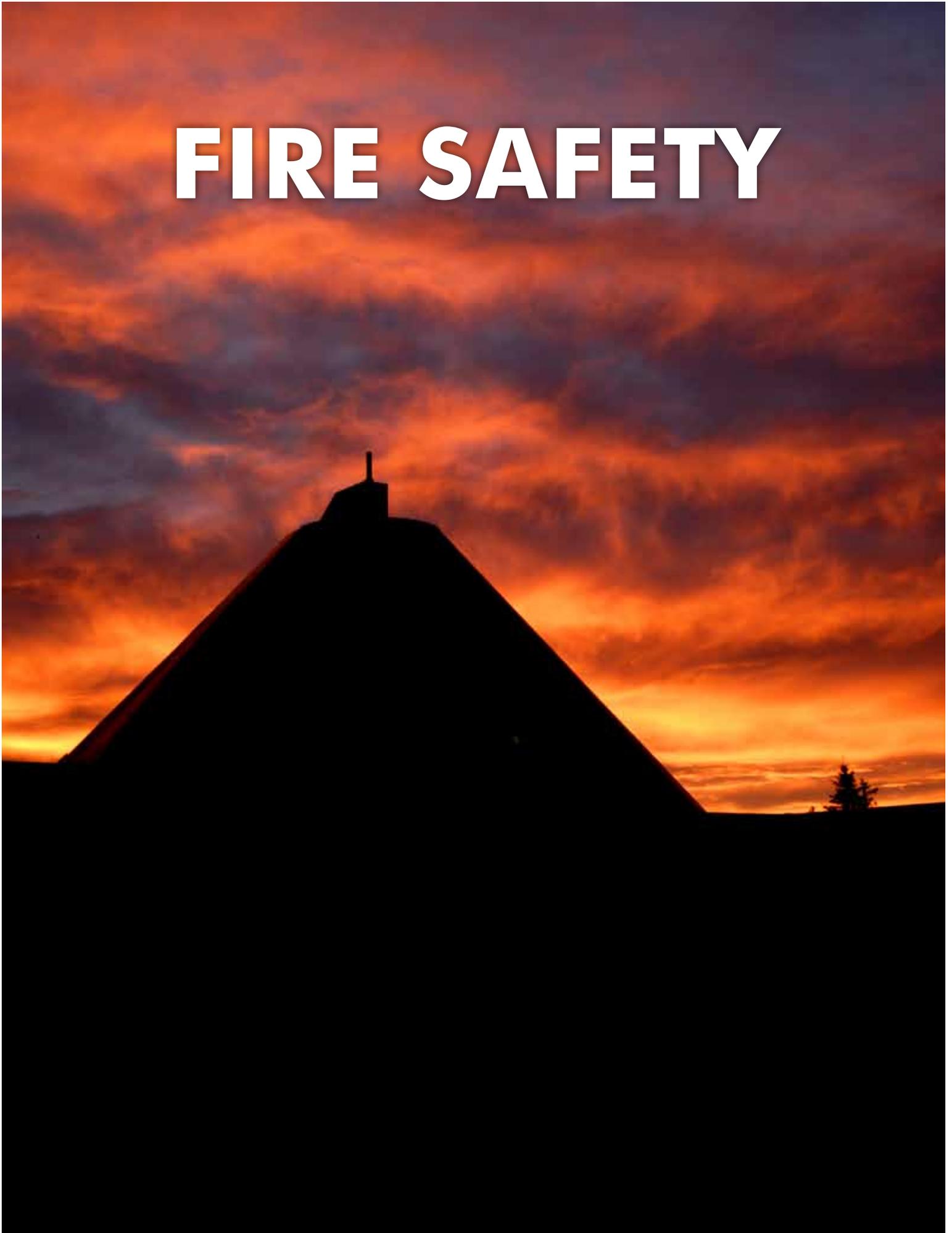
*==Referrals for Alcohol and drug violations are a total for on-campus, including residence halls.*

## HATE CRIMES

The University of Wyoming records all crimes including the aforementioned crimes, any crime involving bodily injury, larceny, intimidation, and destruction/damage/vandalism of property reported to the University Police or any other Campus Security Authority which manifest evidence that the crime was perpetrated because of the perpetrator's bias based on the following categories: Race, Gender, Religion, Sexual Orientation, Ethnicity/national origin, and/or Disability.

- 2008** There were no reported Hate Crimes on the University of Wyoming Campus.
- 2009** There were no reported Hate Crimes on the University of Wyoming Campus.
- 2010** There was one reported vandalism that was based on sexual orientation bias.

# **FIRE SAFETY**



## FIRE SAFETY 2010 STATISTICAL SUMMARY

2008-2010

Total Fires: 0

Total Damage: \$0

Total Deaths: 0

Total Injuries: 0

### PROPERTIES COVERED IN THIS REPORT

#### **Residence Halls**

- Crane Hall
- Downey Hall
- Hill Hall
- McIntyre Hall
- White Hall
- Honors House
- Health Sciences Living House (closed)

#### **Apartment Complexes**

- Landmark Apartments
- River Village Apartments
- Spanish Walk Apartments
- Summit View Apartments (razed)

#### **Fraternity/Sorority Chapter Houses**

- Alpha Tau Omega Fraternity
- Chi Omega Sorority
- Delta Delta Delta Sorority
- Kappa Kappa Gamma Sorority
- Pi Beta Phi Sorority
- Pi Kappa Alpha Fraternity
- Sigma Alpha Epsilon Fraternity
- Sigma Chi Fraternity
- Sigma Phi Epsilon Fraternity
- Sigma Nu Fraternity

## POLICIES

### RESIDENCE HALLS

#### *Fire Safety*

Creating a safe and secure environment in which to pursue learning includes taking fire safety seriously. The following rules are provided for the protection of residents and their invited guests. Please help support a quality living environment by avoiding these behaviors:

- **Extension cords and surge protectors:** The use of extension cords or multi-plug outlet adapters is not permitted. UL-approved power strips must be designed to detect cord damage, disconnect powering 25/1000 of a second, and prevent cord fires and shock hazards.
- **Cooking items:** Appliances used for cooking must be approved for home use and use fewer than 10 amps in full operation. These items cannot be left unattended. Open flame or exposed element appliances (e.g., hot plate, toaster oven, and George Foreman- style grill) are prohibited.
- **Refrigerators:** Refrigerators must be smaller than 4.5 cubic feet and use no more than 800 watts of power.
- **Arson:** Purposely attempting to set fire to or burn any building, furnishings, personal property, or equipment is prohibited.
- **Combustible substances:** Carrying in or storing petroleum distillates such as fuels, solvents, or other highly combustible substances (or their containers, empty or full) in the residence halls is prohibited.
- **Fire safety equipment and false alarms:** The tampering, damage, or misuse of fire safety equipment, alarms, extinguishers, exit signs, and smoke detectors is not permitted. This includes touching or hanging any items from sprinkler heads. Falsely reporting, setting, or causing a false alarm is prohibited.
- **Flammable materials:** Burning of any substances in the residence halls is not permitted. Odor-producing paraphernalia that require the use of open flames (e.g., incense) may not be stored in the building and are prohibited. Candles and candle warmers are not permitted. Halogen Torchiere lamps are not permitted. Storing, transporting, or discharging fireworks of any kind is not permitted.
- **Decorations:** Decorations may not cover exit signs, extinguishers, alarms, or like items. Decorations may not cover exit doors, hallways, exterior lights or security peep holes. Electrical lights must be UL labeled and designed for interior use. Non-potted, non-rooted trees are not permitted. Decorations comprised of or containing dried plants or plant parts are prohibited. Students must leave a four-inch non-decorated perimeter on any door; paper may not hang over the edge.
- **Failure to evacuate or follow directions during an alarm:** To enhance the safety of everyone— including emergency response personnel— residents and guests must follow directions given by staff, emergency responders or the voice system, or leave the building and move to an area of safety.

- Room modification: Making holes, placing items on the exterior of the building (e.g., antennas and cable), and removing University furniture are prohibited. Waterbeds and other water-filled furniture are not allowed.
- Windows: Banners, signs, and other items may not be displayed in individual windows or on the exterior of the building. Window air conditioner units are not allowed.

## APARTMENTS

### *Fire Safety*

Creating a safe and secure environment in which to pursue learning includes taking fire safety very seriously. The following rules are provided for the protection of all persons. Please help support a quality living environment by avoiding these behaviors:

- Arson: Purposefully attempting to set fire or burn any building, furnishings, personal property or equipment is not permitted.
- Combustible substances: Carrying in or storing petroleum distillates such as fuels, solvents, or other highly combustible substances (or their containers, empty or full) in the residence halls is prohibited.
- Fire safety equipment and false alarms: The tampering, damage, or misuse of fire safety equipment, alarms, extinguishers, exit signs, and smoke detectors is not permitted. This includes touching or hanging any items from sprinkler heads and over sprinkler covers. Falsely reporting, setting, or causing a false alarm is not permitted.
- Flammable materials: Burning of any substances in the University Apartments is not permitted. Odor-producing paraphernalia that require the use of open flames (e.g., incense) is prohibited. Open flames, other than those produced by provided gas appliances, are not permitted. Candles and candle warmers are not permitted. Electrical cooking appliances must be approved for home use and use less than 10 amps in operation. Halogen lamps are not permitted. Storing, transporting, or discharging fireworks of any kind is not permitted. Non-potted, non-rooted trees are not permitted.
- Extension cords and surge protectors: The use of extension cords or multi-plug outlet adapters is not permitted. UL-approved power strips must be designed to detect cord damage, disconnect powering 25/1000 of a second, and prevent cord fires and shock hazards.
- Unattended cooking: Failure to remain in the immediate presence of an operating and/or heated stove, oven, grill, smoker, fryer, or any other heat-generating cooking appliance or device – inside an apartment or on apartment grounds – is prohibited.
- Failure to evacuate in the event of an alarm: In order to enhance the safety of everyone, including emergency response personnel, it is imperative that in response to a fire alarm every resident and guest leave the apartment and move to an area of safety. They are to follow the instructions given by members of the staff or emergency responders. Failure to do so is prohibited.



## FRATERNITY/SORORITY CHAPTER HOUSES

### *Risk Management*

- **Open flames:** Open flames are not allowed in chapter/colony houses.
- **Evacuation maps:** Each chapter must have evacuation maps on each bedroom door and one in each common room.
- **Smoke detectors/fire extinguishers:** All chapters/colonies shall have smoke detectors and fire extinguishers professionally checked annually.
- **Fire and Safety Inspections:** All chapter/colony properties must have annual fire and safety inspections conducted by the Laramie Fire Department prior to the 2nd week of the academic year. Reports are on file with the Fraternity/Sorority Affairs office in Wyoming Union Room 45. If a chapter or colony does not pass the inspection, no public or social events are allowed until an inspection is passed.
- **Health Inspections:** All chapter/colony kitchens are required to have annual health inspections conducted by the Albany County Health Department. Reports remain on file with Fraternity/Sorority Affairs. If a chapter/colony does not pass an inspection or does not have its passed inspection on file, no meals will be served and the kitchen will be closed to all members until an inspection is passed.
- **Insurance Policies:** All chapters/colonies are required to hold insurance policies, as determined by their inter/national headquarters. A copy of the insurance policy is filed with Fraternity/Sorority Affairs and the University Risk Management Office.
- **Crisis management plan:** A crisis management plan must be developed by each chapter/colony and reviewed by Fraternity/Sorority Affairs.
- **Structural inspections:** Each chapter/colony shall have a structural integrity inspection of its house every ten years.

## PROCEDURES

As the facilities are upgraded to more sophisticated fire detection and suppression systems, these procedures will be updated to reflect the changes. The residential fire alarm reporting form has been updated to include more detailed accounts of fire alarms and fire drills than this initial document reflects. Subsequent reports, including statistics and graphs, may therefore include more detailed accounts of fire alarm events.

### RESIDENCE HALLS

#### *Hill, Crane and White Halls*

**POLICY:** EVERY fire alarm will be handled as if there is a real emergency in process. There are no false alarms. Call the UWPD 911 using campus phones or 766-5179 using a cell phone.

- The Area Coordinator, Assistant Hall Director, Resident Advisor (RA) on-call, or desk worker will go to the control panel at the office to determine the origin of the alarm.
- All paraprofessional staff members (Resident Advisors) will go door-to-door on their designated floors and instruct all residents to evacuate the building. They are to knock on all the doors, avoid use of the elevators, go downstairs (never upstairs to another floor), and move away from the building.
- Once RAs have completed the above procedure, they are to report the status of their floors at the front desk. Desk personnel will record a list of vacated floors as well as any potential problems for Fire Department personnel. Note: A list posted at the office will designate students who need assistance vacating the building in an emergency (due to wheelchairs, crutches, etc.).
- The Live-in On Call, Area Coordinator or Assistant Hall Director will direct paraprofessionals to each of the hall's entrances to keep individuals from entering.
- All residents must remain outside the building until the alarm goes off and the Fire Department gives permission for students to return to the building.
- Evacuation areas must be as far away from the building as the building height (100 feet away at a minimum).
- Residential staff members are never to reset or silence a fire alarm.
- If the desk personnel feel they are in danger, they are to leave the desk but keep the office area open for emergency personnel to access.
- The fire report must be submitted immediately following the event via the RA intranet.

*McIntyre and Orr Halls*

Please note that as other residence halls are fitted with the new fire panel and system, this set of procedures will be expanded to include those halls.

- All common area smoke detectors and heat detectors, as well as activation of the fire sprinkler system, will cause a general alarm in the building. This alarm requires the control panel to be reset to clear the alarm and will automatically alert UWPD of an alarm event.
- Floor Above, Floor Below System: In the case of a general alarm, the residents of the building will be notified as follows: the floor where the event is occurring is considered the “fire floor.” That floor and the floor above and below will receive an “evacuation” message over the loud speakers, instructing those present to evacuate their floor by using the fire exits. The rest of the building will receive a “standby” message that an event is occurring in the building and individuals should stand by for further instructions.

On floors receiving an “evacuation” announcement, the RA(s) will:

1. Knock on each resident’s door to alert all residents to the evacuation alarm and ensure the residents evacuate the floor/building
2. Proceed to the main desk and follow the instructions of the RA/Desk worker, Area Coordinator, Hall Director On-Call, or Fire Department.

On floors receiving a “stand by” announcement, the RA will:

1. Knock on each resident’s door to alert all residents to the standby message
2. Instruct the residents to stand by the exit doors, keeping them closed
3. Wait on the floor with the residents until further instructions are received

If an “evacuation” announcement is later received on a “stand by” floor, the RA is to ensure the residents are evacuating the floor/building and then proceed to the main desk and follow the instructions of the RA/Desk worker, Area Coordinator, Hall Director On-Call, or the Fire Department.

- Fire Drills: During the first floor meetings each semester, the Area Coordinator should play a recording of the two messages that will sound during a general alarm (“evacuation” and “standby”). This will give the residents an opportunity to hear both messages prior to a fire drill or a real event. During the first floor meeting the RA will review with the residents the expectations of conduct during an emergency.
- Pull Stations: When the manual pull station by the fire alarm panel is engaged, the system will transmit the “evacuation” message throughout the facility and an alarm to the UWPD dispatch. This operation provides the facility managers or fire department a means to evacuate all floors during an uncontained fire event or bomb scare.

### *Honors House*

- The alarm will sound throughout the house. The Graduate Assistant (GA) or Resident Advisor present will go door-to-door to every resident room and instruct all residents to evacuate the building. They are to knock on all the doors.
- The GA or RA will stand at the main entrance of Honors House to keep individuals from entering.
- All residents must remain outside the building until the alarm goes off and the Fire Department gives permission for students to return to the building.
- Evacuation areas must be at least 100 feet away from the house.
- Residential staff members are never to reset or silence a fire alarm.
- The fire report must be submitted immediately following the event via the RA intranet.

### APARTMENTS

POLICY: EVERY fire alarm will be handled as if there is a real emergency in process. There are no false alarms. Call the UWPD 911 using campus phones or 766-5179 using a cell phone.

### *Spanish Walk*

- The Apartment Life Assistant (ALA) on-call will go to the control panel in the building to determine the origin of the alarm.
- All paraprofessional staff (ALAs) will go door-to-door on their designated buildings and instruct all residents to evacuate the building. They are to knock on all the doors.
- Once paraprofessionals have completed the above procedure, they will record a list of vacated floors and potential problems to give to Fire Department personnel.
- The Administrator on-call or RA to first respond will direct paraprofessionals to each of the building's entrances to keep individuals from entering.
- All residents must remain outside the building until the alarm goes off and the Fire Department gives permission for students to return to the building.
- Evacuation areas must be as far away from the building as the building height (100 feet away at a minimum).
- Fire alarms are not to be reset or silenced by resident staff members.

### *All Other Complexes*

The ALA on call, with the assistance of UWPD, will determine if the individual smoke alarm is sounding in an apartment. If confirmed, the following will happen:

- All paraprofessional staff (ALAs) will go door-to-door on their designated building and instruct all residents to evacuate the building. They are to knock on all the doors.
- Once paraprofessionals have completed the above procedure, they will record a list of vacated floors and possible problems to give to Fire Department personnel.
- The Administrator on-call or RA first to respond will direct paraprofessionals to each of the building's entrances to keep individuals from entering.
- All residents must remain outside the building until the alarm goes off and the Fire Department gives permission for students to return to the building.
- Evacuation areas must be as far away from the building as the building height (100 feet away at a minimum).
- Fire alarms are not to be reset or silenced by resident staff members.

### FRATERNITY/SORORITY CHAPTER HOUSES

POLICY: EVERY fire alarm will be handled as if there is a real emergency in process. There are no false alarms. Call the UWPD 911 using campus phones or 766-5179 using a cell phone.

The Fire Evacuation Policy is set by each chapter's housing corporation (owners), but includes:

- Evacuation areas must be as far away from the building as the building height (100 feet away at a minimum).
- Each chapter must have a crisis management plan in place to respond to fire evacuation.
- Each chapter must host a fire evacuation drill once per semester.
- Each chapter must have evacuation maps on each bedroom door and one in each common room.
- Alarms in chapter facilities are connected directly to the UWPD.

## EDUCATION & TRAINING

### RESIDENCE HALLS

All Residence Halls include the following programs in their fire safety education and training efforts:

- Annual fire evacuation drills at the beginning of every fall semester
- Informational brochures specific to fire evacuation procedures for each building that are distributed during the annual fire evacuation drills

- Initial floor community meetings that incorporate lectures and discussions related to building-specific fire safety and evacuation policies and procedures
- Programming for live-in staff geared toward leadership during evacuation procedures and knowledge and enforcement of fire safety policies
- Strict enforcement of fire safety and room personalization policies
- Health and Safety Inspections performed 3-5 weeks after the start of the fall semester, with follow-up education and debriefing
- Close working relationship with the Laramie Fire Department

## APARTMENTS

All apartment residents are given the fire safety basics and prevention information in their handbooks. In addition, each resident receives as part of the move-in packet an informational brochure specifying the fire evacuation procedures for each area.

## FRATERNITY/SORORITY CHAPTER HOUSES

All chapter/colony properties have annual fire and safety inspections conducted by the Laramie Fire Department prior to the 2nd week of the academic year.

It is recommended that all housed fraternities and sororities host fire safety education programs as part of their risk management education programs. Fire safety programs should be held at least once every academic year.

# FACILITIES

## RESIDENCE HALLS

### *Crane Hall*

Crane Hall is equipped with a full fire suppression system (fire sprinklers) throughout the building. There are plans to install a fire alarm/detection system in corridors as well as battery-operated smoke detectors in all sleeping rooms. These will be completed by May of 2011. There are plans to install a full fire alarm/detection system throughout the building, which has an estimated completion date range of 2012-2013.

### *Hill Hall*

Hill Hall is equipped with a full fire suppression system throughout the building. There are plans to install a fire alarm/detection system in corridors as well as battery-operated smoke detectors in all sleeping rooms. These will be completed by May of 2011. There are plans to install a full fire alarm/detection system throughout the building, which has an estimated completion date range of 2012-2013.

### *Downey Hall*

Downey Hall is not being utilized as a residence hall for the 2010-11 fiscal year as it is undergoing interior renovations. This hall is equipped with a fire suppression system in the basement only. The building has a fire alarm/detection system in corridors and battery-operated smoke detectors in all sleeping rooms. A full fire suppression system throughout the building and a full fire integrated modern alarm/detection system throughout the building are planned for installation by May of 2011.

### *McIntyre Hall*

McIntyre Hall is equipped with a full fire suppression system throughout the building. It possesses a full fire integrated modern fire alarm/detection system throughout the building.

### *Orr Hall*

Orr Hall has a full fire suppression system throughout the building. This hall is also equipped with a full fire integrated modern fire alarm/detection system throughout the building.

### *White Hall*

White Hall has a fire suppression system in the basement only. There are plans for a fire alarm/detection system in the corridors and battery-operated smoke detectors in all sleeping rooms. These upgrades are scheduled to be completed by May of 2011. There are extended plans to install a full fire suppression system and a full fire alarm/detection system throughout the building, which are estimated to be completed by 2012-2013.

### *Honors House*

The Honors House is equipped with a full fire suppression system throughout the building. It possesses a full fire integrated modern fire alarm/detection system throughout the building.

## APARTMENTS

### *Spanish Walk*

Spanish Walk Complex is equipped with a full fire suppression system throughout each building. It possesses a full fire integrated modern fire alarm/detection system throughout each building.

### *Landmark Village*

Landmark Village has battery-operated smoke detectors in all apartments as well as carbon monoxide detectors in each kitchen area. Batteries for both are changed yearly. Each apartment is equipped with a fire extinguisher, which is checked yearly.

### *River Village*

River Village has battery-operated smoke detectors in all apartments. Batteries are changed yearly. Each apartment is equipped with a fire extinguisher, which is checked yearly.

### *Summit View*

The Summit View apartments were utilized by the University of Wyoming until the end of the spring semester, 2010. They are currently being razed and are no longer operational. As a result, any data from those facilities is not included with this report. There were no known fires or injuries as a result of fire in those facilities during the reporting time frame, nor were there any fires that resulted in any significant monetary damage.

## FRATERNITY/SORORITY CHAPTER HOUSES

The following facilities are equipped with full fire suppression systems and fire and smoke detectors in the hallways, common rooms, and bedrooms in compliance with the requirements of the Laramie Fire Department:

- Pi Beta Phi
- Sigma Phi Epsilon
- Kappa Kappa Gamma
- Delta Delta Delta
- Pi Kappa Alpha
- Chi Omega
- Sigma Chi

The following facilities are equipped with fire and smoke detectors in the hallways, common rooms, and bedrooms in compliance with the requirements of the Laramie Fire Department:

- Alpha Tau Omega
- Sigma Nu
- Sigma Alpha Epsilon

All chapters/colonies are encouraged to have carbon monoxide detectors; number present and location should be determined through consultation with the Laramie Fire Department.

## STATISTICS AND GRAPHS

### DATA COLLECTION

Reports are composed on each fire alarm incident by appropriate staff members present at the scene. Data generally includes time, date, place, cause of alarm, evacuation details, and confirmation of alarm reset. This information is manually recorded on a form and in turn entered into a database. This data collected is confirmed by comparison with the daily log of the university police.

TOTAL ALARM INCIDENTS SINCE JANUARY 2007:

*Residence Halls*

Total Alarms: 117  
 Total Fires: 0  
 Total Damage: \$0  
 Total Deaths: 0  
 Total Injuries: 0

*Fraternity/Sorority Chapter Houses*

Total Alarms: 20  
 Total Fires: 0  
 Total Damage: \$0  
 Total Deaths: 0  
 Total Injuries: 0

*Apartments*

Total Alarms: 3  
 Total Fires: 0  
 Total Damage: \$0  
 Total Deaths: 0  
 Total Injuries: 0

*Residential Total for Campus*

Total Alarms: 140  
 Total Fires: 0  
 Total Damage: \$0  
 Total Deaths: 0  
 Total Injuries: 0

ALARM SOURCES BY YEAR

	2008	2009	2010	2011
Maintenance/Custodial	3	5	7	Pending
Student Behavior†	8	10	22	
Fire Drills	8	7	6	
Undetermined	5	16	9	
<b>Total</b>	<b>24</b>	<b>38</b>	<b>44</b>	

† Student Behavior describes any fire alarm caused by resident actions. The more sensitive detection system in several Residence Halls led to an increase in the number of alarms. In the majority of these cases, the behaviors were innocuous (such as utilizing a hair dryer or microwave). Very few of these events were malicious or intentional.

*CLERY Security and Fire Safety Report  
 University of Wyoming  
 2010*

*Prepared by the UWPD in conjunction with Residence Life and Dining Services  
 (307) 766-5179 and (307) 766-3179*

