ANNUAL CAMPUS SECURITY AND FIRE SAFETY REPORT

OCTOBER 1, 2014*

*Amended March 31, 2015, to update the number of burglaries in 2013, page 23.
THE DEPARTMENT OF CAMPUS SAFETY

The mission of the Campus Safety Department is to promote and provide a safe, secure environment where members of the Trinity community live, study, and work. The department strives to provide effective safety services, prevent crime, and foster an environment in which members of the College community practice personal safety.

Trinity's Department of Campus Safety, reporting to the Vice President for Finance and Operations and Treasurer, is charged with coordinating the College's efforts to provide a safe and well-ordered campus. Campus Safety Officers, Lieutenants, Sergeants, Dispatchers, and Administrative staff make up this service-oriented department; their work is supplemented by security personnel at the Ferris Athletic Center and contractual security provided by Allied Barton Security and Contemporary Services Corporation. Campus Safety Officers have received formal security or police training. They have no formal arrest powers and may carry only defensive equipment, including handcuffs and a pepper-based spray. However, the Campus Safety Department has a close working relationship with the Hartford Police Department and calls for assistance whenever necessary.

The Campus Safety Department also coordinates shuttle and escort services when school is in session. The shuttle service operates on a scheduled campus route and within designated off-campus areas between 6 p.m. and 2 a.m. on weeknights, and until 4 a.m. on weekend nights. Campus Safety Officers provide walking escorts.

Shuttle drivers are equipped with radios and have direct communication with the Campus Safety office.

CAMPUS LAW ENFORCEMENT POLICIES

CAMPUS SAFETY DOES NOT HAVE ARREST POWERS

Trinity College Campus Safety officers have the authority to issue parking tickets, which are billed to financial accounts of students, faculty, and staff. Campus Safety Officers also have the authority to tow vehicles that are in violation and to enforce Trinity College policy. Campus Safety Officers do not possess arrest power. All incidents involving students are referred to the Dean of Students Office for disciplinary action. Criminal incidents are referred to the local police, who have jurisdiction on and off the campus. The Campus Safety Office at Trinity College maintains a highly professional working relationship with the Hartford Police Department. All crime victims and witnesses are strongly encouraged to immediately report the crime to Campus Safety and the appropriate police agency. We encourage accurate and prompt reporting of all crimes even when the victim of a crime elects or is unable to make such a report. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

REPORTING CRIMES OR EMERGENCIES

IMPORTANT PHONE NUMBERS

<table>
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<tr>
<td>Ambulance</td>
<td>911 (9-911 from an on-campus phone)</td>
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<tr>
<td>Campus Safety (emergency)</td>
<td>(860) 297-2222</td>
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<td>Campus Safety (routine)</td>
<td>(860) 297-3333</td>
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<tr>
<td>Hartford Fire Department (emergency)</td>
<td>911 (9-911 from an on-campus phone)</td>
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<tr>
<td>Hartford Police Department (emergency)</td>
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The Campus Safety Department, located at 76 Vernon Street, is open 24 hours a day, 365 days a year. From College telephones, including those in the residence halls, the number for emergency calls is extension 2222. Outside callers must dial (860) 297-2222. Non-emergency information including shuttle and escort services is available by calling extension 3333, or (860) 297-3333 from non-College telephones. Activating any of the 96 yellow emergency call boxes located across campus also makes emergency contact with the Campus Safety Department.

A dispatcher who has radio contact with the Campus Safety Officers receives all calls. The dispatcher is trained to take action appropriate to the circumstances, including sending Campus Safety Officers or other emergency personnel to the location of the complaint or incident.

The 9-1-1 emergency system is also available, but must be preceded by a "9" when dialed from a College phone. Calling 9-1-1 will connect the caller with the Hartford emergency services dispatcher, not the Campus Safety Department. For police non-emergencies, callers should use the Hartford Police Department's non-emergency number: (860) 757-4000.

All incidents reported to Campus Safety, including those that occur at off-campus locations occupied by recognized student organizations, are documented and recorded in accordance with state and federal requirements. Campus Safety encourages all complainants to report crimes perpetrated against them to the Hartford Police and/or any other appropriate city, state, or federal law enforcement agency. The College coordinates its disclosure and reporting of crime statistics with the Hartford Police Department.

NON-EMERGENCY / ADMINISTRATIVE LINE (860) 297-3333

<table>
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<tr>
<th>Non-Emergency – Administrative Line (860) 297-3333</th>
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<tr>
<td>To reach Trinity College Campus Safety Department</td>
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<td>Emergency</td>
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<td>General Information</td>
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<td>Transportation Services</td>
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<td>Parking Information</td>
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<td>Director of Campus Safety</td>
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<td>Supervisor’s Office</td>
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Emergency Call Boxes

Emergency call boxes are located at numerous areas throughout the campus and may be activated by pushing a button. The activated call box will automatically identify the location to Campus Safety and a blue light on top of the call station will flash, indicating an activated alarm. The caller should give the necessary emergency information to the officer and, if possible, remain at the call box until an officer arrives. There are 96 call boxes on campus, including some inside buildings and some with public access automatic external defibrillators (AEDs).

ACCESS CONTROL POLICY

Residence hall security is a combined effort of the Campus Safety Department, The Office of Residential Life staff, and the residents. Individual room doors are equipped with electronic locks. Exterior residence hall doors remain locked 24 hours a day, and students are urged to keep their room doors closed and locked at all times.

To further enhance residential security, the College has installed heavy-gauge metal security screens in the first floor windows of most of the residence halls.
During periods of low occupancy, frequent and thorough building checks are performed to ensure the security of vacant residence halls.

Visitors and guests of students residing in College housing are the responsibility of their hosts. College regulations prohibit the disclosure of personal access codes to unauthorized persons. Residents are informed of these and other policies relating to residential security at new student orientation and when they agree to the Residential Contract prior to occupancy. Residential Life staff members, Campus Safety Officers, and administrators in the Dean of Students’ Office enforce the rules and policies relating to residential security.

Ongoing education about residential security issues and practices takes place through residence hall programs and meetings. Campus Safety is also involved in ongoing efforts to increase student awareness through newsletters and publications.

**BUILDINGS AND GROUNDS SECURITY**

The College is dedicated to ensuring the security of its buildings and the safety of its grounds. Campus Safety and custodial personnel secure academic and administrative buildings each day after classes and business activities have ended. Students are discouraged from studying in remote campus locations; instead, they are urged to use study lounges in residential halls or the library. Some facilities to which access is required after business hours are on card-key access systems for reasons of personal safety and building security.

Campus Safety Officers patrol campus grounds in vehicles and on foot 24 hours a day. Trinity's campus is well lighted, and Campus Safety performs regular checks to ensure that all lights are operating and other safety systems are in place. Fencing around much of the campus helps to promote both personal safety and the security of property.

The Facilities Department maintains College buildings and grounds with a concern for safety and security. Campus Safety works closely with Facilities since Campus Safety Officers often identify hazardous conditions during their patrol activities, and also respond to reported safety and security hazards after normal working hours.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic have security surveys conducted of them. Campus Safety, Residential Life, and Facilities examine the security survey issues related to landscaping, locks, windows, alarms, lighting and emergency call boxes for safe operation.

**ACCESS CONTROL AND SECURITY MANAGEMENT SYSTEMS**

Exterior doors that are equipped with an electronic access control system may be accessed by members of the Trinity community with valid credentials. These door locks utilize a technology known as proximity readers. The Trinity ID card is waved in front of the proximity ("prox") reader near the door.

All ID card production is on Level B of the Raether Library and Information Technology Center.
**ALCOHOL POLICY**

**PUBLIC ACT 06-112 AN ACT CONCERNING UNDERAGE DRINKING**

This act makes it illegal for someone who possesses or controls private property, including a dwelling unit, to (1) knowingly permit a minor to illegally possess alcohol in the unit or on the property or (2) fail to make reasonable efforts to stop a minor from possessing alcohol in the unit or on the property when he knows the minor possesses alcohol illegally. The act makes a first offense an infraction and subsequent offenses subject to up to one year in prison, and or fines.

The act makes it illegal for a minor to possess alcohol anywhere, rather than only in public places. Under prior law, the penalty for illegal possession in public places was subject to fines. The act makes this the penalty for second and subsequent offenses of illegal possession, regardless of location, and makes a first offense an infraction.

Under prior law, the provisions on illegal possession by minors did not apply to a minor who possessed alcohol while accompanied by a parent, guardian, or spouse over age 21. The act specifies that it must be the minor's parent, guardian, or spouse.

The act also specifies that the prohibitions on illegal possession and those against selling, shipping, delivering, or giving alcohol to minors cannot be construed to burden a person's exercise of religion as protected by the state constitution.

**POSSESSION AND USE OF ALCOHOL**

The College expects students and other members of the community to observe the various laws, statutes, and ordinances that govern the provision of alcohol in Connecticut and in Hartford. Connecticut law prohibits the purchase and possession of alcoholic beverages by persons less than 21 years of age. No person underage may purchase or consume alcohol anywhere on campus, including in Greek Organization houses and on their grounds. No persons may carry an open container of alcohol in any open spaces on campus. The full policy on alcohol provision and consumption can be found in the Trinity College Student Handbook under "Policy on Alcohol and Drugs in Residential Facilities."

**DRUG USE POLICY**

**POSSESSION AND USE OF CONTROLLED SUBSTANCES**

The College expects students and other members of the Trinity College community to observe state and federal laws, statutes and ordinances that govern the possession and use of controlled substances and narcotics in the State of Connecticut.

**POLICY ON DRUG USE**

The use of drugs has become so widespread a danger to society that no college or university can ignore the problem. Certain members of the College staff are available to those in need of confidential counseling and medical assistance. These include but are not limited to the Trinity College Counseling Center, the Women and Gender Resource Action Center and the Trinity College Health Center. The College strongly encourages the use of these services.

There are, however, other aspects to illegal drug usage and distribution. The College community should be fully informed of the possible consequences. Therefore, the following regulations apply. Members of the community should be aware of the deleterious effects that drugs and the traffic in drugs may have upon the individual and upon the welfare of the academic institution.
REGULATIONS

Students are expected to be aware of and to observe the Connecticut and federal statutes concerning the illegal possession, distribution, sale, manufacture, prescription and/or administration of those drugs that:

- Contain any quantity of a substance that has been designated as subject to federal narcotic laws, or,
- Has been designated as a depressant or stimulant drug pursuant to federal food and drug laws, or,
- Has been designated by the Public Health Council and Commissioner of Consumer Protection pursuant to Section 19-451 of the Connecticut General Statutes as having a stimulant, depressant or hallucinogenic effect upon the higher systems of the central nervous system and a tendency to promote abuse or psychological or physiological dependence or both.

In addition to any prohibition governed by federal or state law, the College prohibits the following behaviors:

- any possession, use, sale, distribution or manufacture of any narcotic, drug, non-prescribed medication, chemical compound, or other controlled substance; any misuse of prescription medication.
- any possession, use, sale, distribution, or manufacture of drug paraphernalia. Such items are subject to seizure.

Although the College wishes to counsel and advise individuals and groups who are having difficulty with drugs, the College may find itself obliged to advise the appropriate public agencies, when it has knowledge of violations, because of possession, use, sale, manufacture, prescription, or distribution of illegal drugs is an offense against Connecticut and federal laws.

Students charged with and/or convicted of felonious possession, use or sale of drugs will be subject to the College’s disciplinary procedures.

Nothing in these regulations alters the concern of the administration and faculty to help those individuals who seek counseling for drug use. The hope is that we can maintain a healthy campus community, a prospect severely jeopardized by the use of dangerous drugs and by certain activities related to drugs. The welfare of Trinity College requires frank recognition of the risks involved in drug abuse and continued efforts to find effective means to solve this problem.

Trinity encourages those who become involved with illegal drug use or abusive use of alcohol to seek assistance from the College's various counseling and medical resources.
**Policy Concerning Weapons on Campus**

College regulations prohibit the unauthorized use or possession of weapons such as firearms, air rifles, ammunition, explosives, hand weapons, and fireworks of all kinds by any member of the Trinity community, both on campus and at functions or events off campus, which are governed by College regulations. The full regulation concerning weapons is published in the Trinity College Student Handbook.

**Arrests or Disciplinary Referrals for Illegal Weapons Possession and Substance Law Violations**

In addition to disclosing statistics for the aforementioned offenses, the Clery Act requires institutions to disclose both the number of arrests and the number of persons referred for disciplinary action for:

1. Illegal weapons possession;
2. Drug law violations; and
3. Liquor law violations.

*Arrest* for Clery Act purposes is defined as *persons processed by arrest, citation, or summons*. This includes:

- Those persons arrested and released without a formal charge being placed against them. (An arrest has occurred when a law enforcement officer detains an adult with the intention of seeking charges against the individual for a specific offense(s) and a record is made of the detention.)

- Juveniles taken into custody or arrested but merely warned and released without being charged. A juvenile should be counted as “arrested” when the circumstances are such that if the individual were an adult, an arrest would have been counted.

*Referred for Disciplinary Action* is defined as *the referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.*

*Illegal Weapons Possession* is defined as *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. Included in this classification: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.*

*Drug Law Violations* are defined as *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. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics—manufactured narcotics, which can cause true addiction (Demerol, methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).*
Criminal Activity Off Campus

Criminal activity off campus is the jurisdiction of the Hartford Police Department. The Trinity College Campus Safety Department maintains a close working relationship with the Hartford Police Department. When violations of federal, state, and local law surface, this cooperative team approach addresses situations as they arise as well as future concerns.

When a Trinity College student is involved in an off-campus offense, Campus Safety officers may assist with the investigation in cooperation with local, state, or federal law enforcement. Hartford Police routinely work and communicate with campus officers on any serious incidents occurring on-campus or in the immediate neighborhood and business areas surrounding campus. Many graduate students and undergraduate students live in the neighborhoods surrounding Trinity College. While Hartford Police have primary jurisdiction in all areas off campus, Campus Safety Officers can and do respond to student-related incidents that occur in close proximity to campus. The College will also exercise jurisdiction, to the extent practical and possible, over all cases alleging violations of College regulations that occur off campus. Several officially recognized student organizations occupy property and/or conduct events off campus, and the activities of these organizations are subject to College regulations.

For misconduct off campus, students must accept the consequences of action taken against them by civil authority and should not expect the College to intervene on their behalf. The College will not arrange bail or provide legal services to students who are in difficulty with the law but, rather, will expect students to arrange their own release.

Campus Security Authority

According to a federal law known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, our school is required to disclose “statistics concerning the occurrence of certain criminal offenses reported to local law enforcement agencies or any official of the institution who is defined as a ‘Campus Security Authority.’”

The law defines “Campus Security Authority” as: “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 example would be a dean of students who oversees student housing, a student center, or student extra-curricular activities and has significant responsibility for student and campus activities. Similarly, director of athletics, team coaches, and faculty advisers to student groups also have significant responsibility for student and campus activities. A single teaching faculty member is unlikely to have significant responsibility for student and campus activities, except when serving as an adviser to a student group. Clerical staff are unlikely to have significant responsibility for student and campus activities.

The criminal offenses for which we are required to disclose statistics are murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug abuse violations and weapons: carrying, possessing, etc.

We are also required to report statistics for bias-related (hate) crimes for the following offenses: murder/non-negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, vandalism, intimidation, simple assault, and damage/destruction/vandalism of property.

We are required to disclose statistics for offenses that occur on campus, in or on non-campus buildings or property owned or controlled by our school, and public property within or immediately adjacent to our campus.
Trinity has a responsibility to notify the campus community about any crimes which pose an ongoing threat to the community, and, as such, campus security authorities are obligated by law to report these crimes. Even if you are not sure whether an ongoing threat exists, immediately contact the Campus Safety Department.

If you have any questions about this request, please contact the Director of Campus Safety at (860) 297-2054. Thank you for your assistance in complying with this federal law.

**VOLUNTARY CONFIDENTIAL REPORTING**

If you are the victim of a crime and do not want to pursue action within the Trinity College system or the criminal justice system, you may still want to consider making a confidential report. The purpose of a confidential 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 College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Privacy will be protected but in cases involving sexual misconduct, harassment, stalking, dating violence, domestic violence, or intimate partner violence, the Title IX Coordinator will be notified as well as the appropriate College officer such as the Dean of Students or his/her designee.

**CONFIDENTIAL REPORTING PROCEDURES**

A confidential, anonymous report can be made using the online form on the Campus Safety Web site:

[http://www.trincoll.edu/cs/Pages/Anonymous-Reporting.aspx](http://www.trincoll.edu/cs/Pages/Anonymous-Reporting.aspx)

*Pastoral Counselor*
An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

*Professional Counselor*
An employee of an institution, whose official responsibilities include providing psychological counseling to members of the institution’s community, and who is functioning within the scope of his or her license or certification.
SECURITY AWARENESS PROGRAMS

A variety of security awareness programs are provided by Trinity’s Campus Safety Department. During orientation in September, incoming first-year and international students attend mandatory presentations by Campus Safety staff regarding campus security procedures and crime prevention tips. Orientation sessions provide details about services such as the 24-hour security walking escort service, nighttime on-campus shuttle rides, and the nighttime shuttle service that travels on and off campus. In addition, information is provided on the TrinALERT emergency notification system and the 96 emergency call boxes located throughout campus. Campus Safety brochures with security information and key phone numbers are distributed at student orientation sessions and made available at numerous locations on campus.

Throughout the year, Campus Safety makes safety and security presentations at VIP Days (for admitted students), June Days (advising days for new students), Family Weekend, and the Health Benefits Fair for Trinity employees. During these sessions, officials from the Campus Safety Department provide an overview of campus safety and details about security services, enabling families, students, and faculty and staff to meet Campus Safety personnel and ask questions.

The Campus Safety Web site and periodic e-mails to the campus community also provide safety awareness information, reminders, and updates on such topics as:

- Identity theft tips
- Personal and property safety
- Handling suspicious mail
- Pedestrian safety tips

All members of the Trinity College community play an important role in keeping the campus safe and are encouraged to alert Campus Safety of any criminal act, unsafe condition, or suspicious activity. Students, faculty, and staff should use sound judgment and take simple precautions to avoid becoming the victim of a crime.
**SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, and STALKING**

**INTRODUCTION**

Sexual assault is a violent crime that can happen to a woman or a man and can be committed by persons both known and unknown to the victim. A sexual assault committed by someone with whom the victim is acquainted is no less a crime than one perpetrated by a stranger, and the College's condemnation of such an act will be manifest in the severest of disciplinary sanctions if the perpetrator is a member of the College community. These sanctions will be imposed in addition to any criminal action pursued by the victim, and may include any or all of those listed under "Penalties" in the College Regulations section of the Trinity College Student Handbook.

**POLICY STATEMENT ON SEXUAL HARASSMENT, DISCRIMINATION, SEXUAL MISCONDUCT, AND DISCRIMINATORY HARASSMENT/ABUSE**

**OVERVIEW**

Harassment and discrimination are contrary to the College's mission as an educational institution at which tolerance and respect are central. Trinity College takes allegations of all types of harassment, abuse, and discrimination seriously and will promptly investigate complaints, take any action necessary to end the behavior, and impose appropriate penalties.

**Discrimination**

Members of the College community are prohibited from engaging in physical or verbal acts that have the purpose or effect of denying the right to equal access to education or employment on the basis of race, ethnic or national origin, sex, age, disability, religion, sexual orientation, color, gender expression or gender identity. Discrimination is deemed to have occurred when there is evidence of differential treatment, i.e., when an agent or employee of the College, acting in his or her official capacity, treats a student or employee differently based on membership in the aforementioned protected classes without a non-discriminatory reason to do so, with the result that the person is prevented from participating in or gaining the privileges of programs and services of the College. Discrimination may also occur between parties of equal authority, or between students, based on the protected classes.

**General Harassment/Abuse**

Harassment includes, but is not limited to, physical or non-physical behavior, such as assault, abuse, stalking, hazing, invasion of privacy, and intimidation. The following definitions provide examples of behavior that will not be tolerated:

1) Assault is nonconsensual physical contact that places someone in fear or apprehension of immediate harm. Relationship violence may also be categorized as assault.
2) Stalking refers to a pattern of behavior where an individual willfully, maliciously, and repeatedly follows another in his/her course of daily activities in such a way that the stalker's actions can reasonably be found to interfere with another person's ability to perform his or her regular duties or cause that person to feel frightened, intimidated, harassed, threatened or molested.
3) Invasion of privacy is unauthorized taking and use of facts, information, and/or property not in the public domain that a reasonable person would desire to keep from the public eye.
4) Intimidation is spoken, written or physical conduct directed toward an individual or individuals that unreasonably interferes with his/their full participation in the Trinity College community or that is intended to create or may be reasonably determined to have created a threatening or hostile environment.
Discriminatory harassment is harassment based on race, ethnic or national origin, sex, age, disability, sexual orientation, color, gender expression or gender identity. Discriminatory harassment includes conduct specifically directed at an individual or a small group of individuals and expresses hatred or contempt on the basis of stereotyped group characteristics or because of a person’s identification with a particular group. Discriminatory harassment also includes any action or speech directed toward members of the aforementioned groups that reasonably can be determined to be threatening in content or is spoken in a manner that suggests violence toward such persons is imminent.

Discriminatory harassment is deemed to have occurred when harassing conduct is sufficiently severe, pervasive, or persistent that it interferes with or limits a student’s or employee’s ability to participate in or gain the privileges of programs and services of the College.

**Sexual Harassment**

Sexual harassment is not only incompatible with the mission of the College; it is also a form of sex discrimination that violates federal law (Title VII and Title IX), Connecticut law and Trinity College policy. The College, its agents, supervisory employees, staff, and students shall be held liable for their acts of sexual harassment and are subject to appropriate college disciplinary action and personal liability.

Sexual harassment, whether opposite or same sex, includes but is not limited to: unwelcome sexual advances, unwelcome requests for sexual favors, or other behavior of a sexual nature, on or off-campus, when:

1) submission to such conduct is made a condition, explicit or implicit, of an individual’s education or employment; or
2) submission to or rejection of such conduct is used as a factor in or basis for decisions affecting an individual’s education or employment; or
3) such conduct has the purpose or effect of unreasonably interfering with an individual’s education or employment by creating an intimidating, hostile, or offensive educational, living, or work environment.

While it is not possible to list all the circumstances that may be considered sexual harassment, the following are examples of conduct that, if unwelcome, may constitute sexual harassment: physical, verbal, visual, or written conduct of a sexual nature, including, but not limited to, pressuring someone for dates; retaliation for non-submission to a request for sexual favors; and electronic messages or photos.

**Student Sexual Harassment**

Investigations and procedures related to sexual harassment of students by students are conducted by the Dean of Students. The procedures are outlined in the College Regulations section of the Student Handbook.

**Romantic Relations**

All relationships that occur in a hierarchical relationship present an imbalance of power. By virtue of his or her position, a supervisor has control over the terms and conditions of a person’s employment, or a student’s academic standing.

Therefore, Trinity College affirms and upholds a policy which discourages romantic relations between supervisors, whether staff or faculty, and non-supervisors when a supervisory relationship exists. Additionally, this policy forbids such relationships when a faculty member has or may have responsibility for a student through any professional supervisory obligations, including teaching, advising, departmental, committee, and coaching.
This latter statement applies equally to graduate and IDP students. We expect faculty and supervisors to avoid engaging in romantic relationships with individuals over whom they exercise or have the potential to exercise power. When such situations cannot be avoided, counsel should be sought from the appropriate College representative to ensure that any necessary steps are taken to avoid potential conflict.

Retaliation

State and federal laws and College policies protect against retaliation for reporting prohibited discrimination and harassment, filing a complaint of prohibited discrimination or harassment, or participating in the investigation of such a complaint. Any person who retaliates against an individual reporting or filing a complaint of discrimination or harassment is subject to disciplinary procedures up to and including expulsion or termination by the College.

This protection exists even if a complaint is eventually dismissed or is deemed to lack merit. Intentionally false accusations will be tolerated, however, and a person will be held accountable for making intentionally false claims of prohibited discrimination or harassment.

Colleagues who assist others in raising a complaint of prohibited discrimination or harassment by offering advice and moral support, or by giving testimony or documentary evidence in support of a complaint, are similarly protected.

Instances of retaliation should be promptly reported to the individual responsible for handling the original claim of discrimination or harassment.

Training

In accordance with Connecticut law, all faculty and staff members who have supervisory responsibilities (this includes the supervision of a Teaching Assistant, Graduate Student or mentor) are required to attend a two-hour sexual harassment prevention training program within six months of their assumption of supervisory responsibilities.

Sexual Misconduct

Trinity College expressly prohibits sexual misconduct in all forms. Sexual misconduct includes the following:

Non-consensual Sexual Intercourse: Rape
Any sexual penetration (oral, vaginal, or anal), however slight, with any object or sexual intercourse by a man or a woman upon a man or a woman without effective consent. Rape is a crime of violence in which one person forces, coerces or manipulates another person into sexual intercourse. Rape includes vaginal, oral or anal penetration and includes forced or coerced oral sex.

Non-consensual Sexual Contact: Sexual Assault
Any intentional sexual touching by a man or woman upon a man or woman without effective consent, whether such touching is direct or through clothing. Sexual touching includes any intentional sexual contact with the breasts, buttocks, groin, genitals, mouth, or other bodily orifice of another, or touching another with any of these body parts, or making another touch you or himself or herself with or on any of these body parts; any intentional bodily contact in a sexual manner, even though not involving the previously mentioned body parts.
Sexual Exploitation
Sexual exploitation is any conduct in which a person takes nonconsensual, unjust, or abusive sexual advantage of another for his or her own benefit or to benefit or advantage anyone other than the person being exploited. This refers to behavior that does not constitute sexual misconduct or sexual harassment.

Domestic violence is defined as a pattern of abusive behavior that is used by an intimate partner to gain or maintain power and control over the other intimate partner. It includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.

Dating violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:

- the length of the relationship
- the type of relationship
- the frequency of interaction between the persons involved in the relationship

Stalking refers to a pattern of behavior where an individual willfully, maliciously, and repeatedly follows another in his/her course of daily activities in such a way that the stalker's actions can reasonably be found to interfere with another person's ability to perform his or her regular duties or cause that person to feel frightened, intimidated, harassed, threatened or molested.

Definition of Effective Consent
Effective consent is informed, freely- and actively-given mutually understandable words or actions that indicate a willingness to participate in a mutually agreed upon sexual activity. Consent may never be given by minors (in Connecticut, those not yet sixteen (16) years of age), mentally disabled persons and those who are incapacitated as a result of alcohol or other drug use (voluntary or involuntary) or those who are unconscious, unaware or otherwise physically helpless. Consent that is obtained through the use of fraud or force (actual or implied) whether that force be physical force, threats, intimidation, or verbal coercion, is not effective consent.

Rights and Reporting Options
The following explains what rights and options are available if someone is a victim of sexual assault, rape, dating and relationship violence, sexual harassment, or stalking. The College will help a victim through any steps s/he decides to take while doing its best to protect privacy and confidentiality.

Please refer to the College’s Student Handbook and the SART (Sexual Assault Response Team) Web site for the Policy on Sexual Misconduct: http://www.trincoll.edu/cs/SART/Pages/Policy.aspx
The Title IX Coordinator  (860) 297-4234 Hamlin Hall, 2nd floor
Dean of Multicultural Affairs Karla Spurlock-Evans

As Title IX Coordinator, Dean of Multicultural Affairs Karla Spurlock-Evans ensures that Trinity establishes and follows a prompt, thorough, and equitable process for addressing allegations of sexual harassment, sexual assault, and discrimination or differential treatment based on sex. Dean Spurlock-Evans receives a copy of all reports filed. She encourages campus members to contact her with questions or concerns regarding this process. With respect to specific cases, the Title IX Coordinator will work with the appropriate offices to provide academic and residential accommodations as well as a no-contact order.

RIGHTS

You have the right to request confidentiality
You have the right to request confidentiality, even if the College is mandated to report a disclosure. If you file a report and want to request confidentiality, you can talk with the Title IX Coordinator, who may consult the appropriate College officer and make a decision based on available information.

You have the right to contact law enforcement at any time. You also have the right to decline to notify law enforcement. The College will not contact law enforcement unless requested or a threat of imminent danger exists. The College will assist you in notifying the appropriate law enforcement agency, if you so choose.

- Hartford Police: Emergency 911; Non-Emergency: (860) 757-4000

You have the right to notice of and access to available services: support services, information, referrals, medical assistance, and access to a sexual assault counselor or advocate

- Who provides these services on-campus?
  - Counseling Center staff and the Chaplain provide fully confidential and free counseling services
    - Counseling Center, 135 Allen Place, (860) 297-2415
    - The Chapel, College Chaplain: (860) 297-2013
  - The staff of the Women & Gender Resource Action Center (WGRAC), located on the 2nd floor of Mather Hall, provide semi-confidential services. This means they must report the information about the incident to the Title IX Coordinator but not your name or the name of the alleged offender, if known.
    - WGRAC Director: (860) 297-2408
    - WGRAC Training & Program Coordinator: (860) 297-4131
  - The staff of the Trinity College Health Center provide semi-confidential counseling, support, guidance and medical assistance. Semi-confidential means they need to report the information about the incident to the Title IX Coordinator but not your name or the name of the alleged offender, if known. Toxicity tests are available to test for “date-rape” drugs. Tests are accurate if provided within 72 hours of the incident. Emergency contraception and pregnancy tests are also available.
    - Health Center Director: Wheaton Hall, (860) 297-2018
  - SART- Sexual Assault Response Team. View a list of current members of SART and their contact information on the Trinity Web site: www.trincoll.edu/cs/SART/. You can speak to a SART member to receive
support, guidance, referrals, and information. SART members are trained in victim and survivor response. SART members are mandated reporters and are required to provide all relevant details of the incident, including the names of those involved, to the Title IX Coordinator. If the College determines that there is a serious or ongoing risk to the campus community, a timely warning will be issued to the campus. The College is obligated to investigate every report and can do so only up to the degree possible, depending on the information provided. Your report will be documented and reported to the Title IX Coordinator. If you do not want your name on the report, you can file an anonymous report (above) or speak to a fully or semi-confidential person.

- A student who wishes to bring a complaint against a member of the administration/staff or faculty should consult the Title IX Coordinator: karla.spurlockevans@trincoll.edu, the Dean of the Faculty: thomas.mitzel@trincoll.edu or the Director of Human Resources: beth.iacampo@trincoll.edu. You can request confidentiality from the Title IX Coordinator, who will consult with the appropriate College officer in considering your request.

**Who provides support and counseling services off-campus?**

- State sexual violence and domestic violence hotlines provide 24-hour free and fully confidential counseling, support, and guidance. See below for contact information.

You have the right to accommodations, regardless of whether or not you report the incident on-campus or to the Hartford Police Department.

- A “no-contact” order is offered to students whether or not they request that the College fully investigate the incident. Information is also provided to the student regarding his/her right to pursue a restraining order from the court. Academic, transportation, employment, and residential accommodations are offered to ensure the safety and security of the student.

  - **To whom do I talk?**
    - Title IX Coordinator: (860) 297-4234
    - Dean of Students: (860) 297-2156
    - Associate Deans: (860) 297-2156

- Academic Accommodations
  - Dean of Students: (860) 297-2156
  - Associate Deans: (860) 297-2156

- Residential, Transportation, and Employment Accommodations
  - Title IX Coordinator: (860) 297-4234
  - Dean of Students: (860) 297-2156
  - Associate Deans: (860) 297-2156
You have the right to a prompt, fair, and impartial internal disciplinary process

- If you file a complaint with the College and ask that the incident/s be investigated or if the College undertakes an investigation based on other circumstances, you have a right to a prompt, fair, and impartial investigation and resolution.
- The Title IX Coordinator will ensure both the complainant and the respondent receive fair and fundamental treatment. Both accuser and accused are entitled to the same opportunity to have an adviser of their choice present during any related meeting.
- The disciplinary procedures will be conducted by officials who receive annual training on issues related to sexual misconduct and stalking as well as how to conduct a hearing process that protects victim safety and promotes accountability.
- For information and details of the internal disciplinary process, please see the Student Handbook:
  - For disciplinary procedures against another student: Page 86
  - For disciplinary procedure against faculty: Page 98
  - For disciplinary procedure against administration or staff: Page 103

EVIDENCE COLLECTION

- You are encouraged to get a medical exam and an evidence collection kit
  It is important to preserve evidence following an incident of sexual assault or dating or domestic violence. One method of preserving evidence is by obtaining an evidence collection kit and medical exam at Hartford Hospital as soon as possible. Campus Safety at (860) 297-2222 can provide transportation for this exam. You or whomever you are seeking assistance from can call an advocate from the Rape Crisis Center for further assistance if you wish. The advocate will meet you at the hospital and stay for the duration. S/he will provide assistance and advocacy if you wish. You need to have the exam performed within 120 hours of the assault but are encouraged to get it as soon after the incident as possible. An exam can take four or more hours. You are encouraged not to bathe, brush your teeth, use the toilet, douche, or change clothing. You are encouraged to bring a change of clothes; if you can’t, clothes will be provided by the hospital.

  If you don’t wish to go to the hospital, the Trinity College Health Center offers medical exams as well as emergency contraception and STI/“date-rape” drug testing. Please contact the Health Center at (860) 297-2018.

REPORTING OPTIONS

- You can file an external complaint with law enforcement: Press criminal charges
  The College encourages you to file a report with the appropriate law enforcement agency and College officials will assist you in notifying them, if you so choose. You have five years from the date of the incident to file a report in Connecticut. A member of Campus Safety or SART can accompany you. Evidence can be used from the evidence collection kit (see below) if one is completed within 120 hours (5 days) of the incident.

  - Hartford Police   Emergency: 911   Non-Emergency:  (860) 757-4000
You can call Trinity’s Campus Safety Department   (860) 297-2222   76 Vernon Street
Campus Safety officers are mandated reporters. They must report all relevant details of the incident, including names of those involved, to the Title IX coordinator and other campus officials who may need to be informed. If you do not want your name or the name of the offender reported you have other options (see below). If the College determines that there is a serious or ongoing risk to the campus community, a timely warning will be issued to the campus. You can file an anonymous report or speak to a fully or semi-confidential person.

You can disclose or report anonymously
This link offers an anonymous disclosure/reporting site for all violations of Trinity College policy including sexual assault, rape, stalking, intimate partner violence, and sexual harassment. This report is sent to the Title IX Coordinator and Campus Safety Director. It can be accessed from the Campus Safety site. If substantial information and/or names are provided, the Title IX Coordinator needs to take action on the report, and it is possible a timely warning to the campus will be issued if deemed necessary by the Title IX Coordinator in consultation with the appropriate College officer. The College is obligated to investigate every report and can do so up to the degree that is possible, depending on the information provided.
Go to www.trincoll.edu/cs and click on the “Anonymous Reporting” link.

You can disclose in full confidence: No report filed
The Counseling Center staff, ordained Chaplains, and 24-hour state hotline advocates have privileged communication under the law. They do not file reports to the Title IX Coordinator. They will keep your information and name confidential unless it is determined that you and/or the campus are in imminent danger.

- Counseling Center   (860) 297-2415 - 135 Allen Place
- Chaplain   (860) 297-2013 - Chapel
- Statewide Sexual Violence Toll-Free Hotlines
  - Toll Free 24/7: (888) 999-5545
  - Toll-Free 24/7: (888) 568-8332 for Spanish
- Statewide Domestic Violence Hotline
  - Toll Free: (888) 774-2900

You can disclose privately and in semi-confidence: No names reported
The Women & Gender Resource Action Center (WGRAC) and Health Center staffs offer support, guidance, and referrals. Their reports to the Title IX coordinator will not contain your name or the name of the accused person/s unless they deem it necessary due to a threat of imminent danger to the student or the campus, or they have knowledge that this is a repeat offense by the accused person/s. If the College determines that there is a serious or ongoing risk to the campus community, a timely warning will be issued to the campus. The College is obligated to investigate every report and can do so up to the degree that is possible depending on the information provided.

- Women and Gender Resource Action Center (WGRAC)   (860) 297-2408/4131 - Mather Hall, Second floor
- Health Center   (860) 297-2018 - Wheaton Hall

You can file an internal complaint with the College
The College encourages you to file a complaint with the College for formal adjudication. The Title IX Coordinator, the Dean of Students, or an Associate Dean of Students will help you understand the process and see that any pre-hearing accommodations such as a no-contact order or change of room, transportation, employment, or classroom accommodation are put in
place. The College will conduct an investigation in advance of any hearing. The College will
discuss accommodations for the hearing that preserve the right of both parties to hear and
respond to testimony. The College can pursue a complaint as long as the accused is still a
student, administrator or faculty member. The College encourages timely reporting.

- Dean of Students, Associate Deans of Students  (860) 297-2156 -
  Hamlin/Cook

Tips for Preventing Sexual Misconduct

Protecting yourself

- Determine what you want and what you don't want and communicate your limits clearly. No
  one should pressure you into unwanted sexual activity. If you are uncertain about what you
  want, ask your partner to respect your feelings.
- Know that you have the right and power to say “No” and the right and power to defend
  yourself against someone who won't listen to you. If you say “No,” say it firmly and directly.
- Trust your intuition. If you feel something is wrong, it likely is. Remove yourself from the
  situation and get to a safe space as quickly as you can.
- Be careful with alcohol and drugs. Some people think that a drunk or stoned companion has
  automatically consented to sex.
- Attend parties with friends you can trust. Agree to ‘look out’ for one another. Try to leave
  with a group, rather than alone or with someone you don't know very well.
- Look for danger signals in a dating relationship. If your partner restricts your activities,
  isolates you from friends, and displays jealous behavior, he or she may eventually rape
  and/or beat you.
- Talk with your friends about ways you've learned to prevent rape and violence.

Protecting your partner and friends

- Respect your partner's feelings and needs. Don't pressure anyone to go beyond the limits she
  or he has set. Listen carefully to your partner and ask for clarification if your partner seems
  unclear or is giving you a 'mixed message.'
- Respect the person when she or he says “No” to sexual activity and comply. “No” does not
  mean “Yes.” “No” means “No.” The absence of “No” does not mean “Yes.”
- If you see someone in a vulnerable position, find a non-threatening way to help. Don't ignore
  a potential case of rape; get involved if you believe someone is at risk.
- With alcohol and drugs, remember that they can interfere with your ability to assess
  situations and to communicate effectively. If you have sex with a person under these
  conditions, the situation could be understood as rape, meaning trauma and legal
  consequences could result.
- Be careful in group situations—resist pressure from friends to participate in or be subjected
to violent or criminal acts.
- Specifically for men, don't make assumptions about a woman's behavior. Don't automatically
  assume a woman wants to have sex just because she drinks heavily, dresses in a way you
  deem provocative, or agrees to go back to your room.

Don’t assume that just because a person has had sex with you previously she or he is willing to have sex
with you again. Don't assume that just because your partner consents to kissing or other sexual intimacies
that she or he is willing to have sexual intercourse.
Penalties

Students found responsible for sexual misconduct face a range of disciplinary penalties up to and including expulsion:
- admonition;
- lottery penalty;
- censure;
- pensum;
- educational sanctions;
- referral for alcohol/drug education, assessment, or counseling;
- restitution;
- fines;
- residential reassignment;
- restriction;
- suspension;
- expulsion;
- withdrawal of recognition of a student organization;
- prohibition against participation.

In the case of an alleged sex offense,
- The accuser and the accused are entitled to the same opportunities to have an adviser of their choice present during any related meeting; and
- Both the accuser and the accused must be informed of the outcome of any institutional disciplinary proceeding that is brought alleging a sex offense, the College's appeal procedures, any change to the results of the proceeding, and when the results will become final. Compliance with this paragraph does not constitute a violation of the Family Education Rights and Privacy Act (FERPA).
- For the purpose of this paragraph, the outcome of a disciplinary proceeding means only the institution’s final determination with respect to the alleged sex offense and any sanction that is imposed against the accused.


In the State of Connecticut, sex offenders must register with the Department of Public Safety, and Connecticut General Statutes 54-250 through 54-261 mandate that the Connecticut Department of Public Safety establish and maintain a central registry of persons who have been convicted of certain sexual offenses. These sex offenders are required to register under the general statutes.

The State of Connecticut Sex Offender Registry can be accessed by first visiting:

http://communitynotification.com

For further information on any subjects listed in the registry, Connecticut General Statute 29-11 authorizes the Department of Public Safety to release to any person a state criminal conviction record for a fee of $25.00.

This statement is provided in compliance with the Campus Sex Crimes Prevention Act of 2000.

Timely Warning Policy

Trinity College alerts the campus community about any Clery Act-reportable crime that is reported to campus security authorities or local police agencies, occurs within the campus area (the federally defined “Clergy geography”), and is considered to represent a serious or ongoing threat to the campus community.

The Director of Campus Safety, in consultation with the Vice President of Finance and Operations and Treasurer, the Communications Office, and/or the Dean of Students Office will determine on a case-by-case basis whether the incident represents a serious or ongoing threat to the campus community. If the incident constitutes this threat, the Campus Safety Department will post a campus-wide alert via e-mail.

The substance of the Timely Warning is carefully determined. When issuing a Timely Warning, the names of the victims are withheld to maintain confidentiality. If information is known, and if the inclusion of such information would not compromise law enforcement efforts, Timely Warnings
include a description of the crime, its location, and injuries, if any, to victim(s). TimelyWarnings are published to inform the College community of pertinent facts of an incident and to provide reminders of services available, such as campus shuttle services, walking escorts, emergency call boxes, and other recommendations to prevent similar crimes.

**EMERGENCY RESPONSE AND NOTIFICATION**

The Trinity College emergency plan guides College officials in responding to emergency situations. The College Incident Commander, will decide, in consultation with College administrators, the level of emergency and the appropriate response measures. Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on campus, authorized College officials will notify the campus community, **without delay** via TrinALERT, the emergency notification system, unless the notification will compromise efforts to contain the emergency.

TrinALERT notifications can be simultaneously broadcast in multiple formats including:
- Voice messages to cell, office, and home phones
- Text messages to mobile devices capable of receiving text messages
- E-mails to all Trinity addresses and an alternate provided by individuals
- Announcements on Web sites – trincoll.edu and Trinity Today

**PROCESS TO CONFIRM THAT THERE IS A SIGNIFICANT EMERGENCY AND NOTIFICATION**

Plan activation begins at the discretion of the College Incident Commander upon receipt of information of an emergency event or threat of an emergency. Based on confirmation from Campus Safety and information obtained from local first responders and/or the national weather service, the College Incident Commander will declare the level of emergency and activate the emergency management plan to the extent necessary to control the situation.

**Levels of Emergency:**

- Level 1 – Minor incident – a minor incident is defined as a local event with limited impact that does not affect the overall functioning capacity of the College.
- Level 2 – Emergency – an emergency is defined as a serious event that completely disrupts one or more operations of the College. Multiple College resources are involved and the Emergency Management Plan is activated to the extent necessary.
- Level 3 – Disaster – A disaster is defined as a very serious event that seriously impairs or halts the operations of the College. The Emergency Management plan is fully activated.

Every student and staff member is responsible for providing and maintaining his/her up-to-date personal contact information via the ‘urgent communication’ fields within TC Online (PeopleSoft) so that they can be included in emergency broadcasts via TrinALERT. Full-scale tests of TrinALERT are conducted and publicized annually. The full-scale test will allow us to identify and resolve any potential issues as well as familiarize the community with the system. Further information about TrinALERT can be found at the following address:

http://www.trincoll.edu/cs/Pages/default.aspx

TrinALERT allows the ability to segment the notification for isolated emergencies to target buildings by geography and population.
MISSING STUDENT PROCEDURE

The Higher Education Opportunity Act (Public law 110-315) required that all Title IV institutions providing on-campus student housing must establish a missing student notification policy and procedures for those who reside on campus. Students must be given the option to provide confidential contact information for a person to be notified in the event the student is officially reported as missing.

All Trinity students living in an on-campus student housing facility have the option to register a confidential contact person to be notified in the case that the student is determined to be missing. Students are notified that their contact information will be registered confidentially. Only Authorized Campus Officials and law enforcement officers in furtherance of a missing person investigation may have access to this information.

All Trinity students living in an on-campus student housing facility have the option to register one or more confidential contact(s) with the:

- Registrar’s Office at Trinity Commons
- Dean of Students’ Office at Hamlin Hall

In the event a student has been officially determined to be missing and he/she has not registered a contact person, the local law enforcement authorities will be notified that the student is missing. All students are advised that any missing student younger than 18 years of age and not emancipated will have his or her parent or guardian notified in addition to any confidential contact and local law enforcement officials.

Specific Procedures

When a member of the campus community becomes aware that a student is missing, it is urgent to immediately notify Campus Safety. Upon receiving a report, the Campus Safety Department will investigate and determine if the student is missing from campus housing for a 24-hour period. Campus Safety will investigate if circumstances warrant a faster implementation.

Upon determining a student is missing, the Campus Safety Department will notify local law enforcement immediately with all available information concerning the missing student:

- Name and description of the student
- Location and time last seen
- Name of the person last seen with student if available
- Description of vehicle student is driving
- Destination (and time of expected arrival)
- Name of student’s parent(s) or guardian(s)
- Any medical issues
- Locations of places the missing student may frequently visit
- Name of missing student’s companion(s) or colleague(s)

The Dean of Students and or College-authorized officials will be notified. The Dean of Students will notify the President. A College alert of a student missing from on-campus housing will be issued (with photo if possible). The Dean of Students and Campus Safety will issue the alert. The Dean of Students will meet with or make contact with the student’s parent or guardian. Counseling will be provided to Trinity students (determined by the Dean of Students if needed). A complete student incident report will be written by a Campus Safety Officer and Supervisor with all details of the incident.
ANNUAL SECURITY REPORT

The Director of Campus Safety prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act." The full text of this report is available at the following Web site:

http://www.trincoll.edu/cs/Pages/Annual.aspx

This report is prepared in cooperation with local law enforcement agencies surrounding our campus and study away sites.

Campus crime, arrests and referral statistics include those reported to Trinity College Campus Safety Department-designated campus officials, including, but not limited to, department directors, deans, department heads, judicial authorities, athletic coaches, and local law enforcement agencies (Hartford Police Department, East Hartford Police, and Connecticut State Police). This report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by Trinity College and public property within, or adjacent to and accessible from the campus. The report also includes policies concerning campus security, such as policies concerning sexual assaults and other matters.

By October 1 of every year, a letter announcing the release of the Annual Report is posted on the Trinity Today Web page for the campus community and an e-mail is sent to all enrolled students, faculty, staff, and current employees. Hard copies of the report are available at the Campus Safety Headquarters located at 76 Vernon Street, (860) 297-3333, or at the Dean of Students Office at Hamlin Hall, (860) 297-2156.

The Clery Act requires institutions to disclose statistics of crimes that occurred in these locations:

CLERY GEOGRAPHIC LOCATIONS AND DEFINITIONS

- **CAMPUS** – 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

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

- **RESIDENCE HALLS** – A subset of the campus category that includes all student housing facilities on campus.

- **NON-CAMPUS** – 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, and is not within the same reasonably contiguous geographic area of the institution.

- **PUBLIC PROPERTY** – All public property, including thoroughfares, streets, sidewalks, and parking areas that are within the campus or immediately adjacent to and accessible from campus.

- **THE ANNUAL FIRE SAFETY REPORT IS ALSO INCLUDED IN THIS REPORT.**
## Annual Crime Statistics

### Criminal Offenses

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### Disciplinary Actions

- The Violence Against Women Act added the categories of domestic violence, dating violence, and stalking to the reporting requirements beginning with calendar year 2013.
- The number of on campus burglaries in 2013 was updated on March 31, 2015, from 6 to 5.
DISCLOSURE OF HATE CRIMES

2011 Hate Crime Reporting
In 2011, Trinity College received a total of nine reported incidents of damage/destuction/vandalism motivated by sexual orientation bias that occurred on campus in student housing.

In 2011, Trinity College received a total of one reported incident of intimidation motivated by racial bias that occurred on campus in student housing.

2012 Hate Crime Reporting
In 2012, Trinity College received a total of three reported incidents of intimidation motivated by racial bias that occurred on campus.

In 2012, Trinity College received a total of three reported incidents of damage/destuction/vandalism motivated by religious bias that occurred on campus in student housing.

2013 Hate Crime Reporting
In 2013, Trinity College received zero (0) reports of hate crimes.

The Office of Study Away reported the following 2013 crime statistics:

<table>
<thead>
<tr>
<th>Type of Incidents</th>
<th>Total 2011</th>
<th>Total 2012</th>
<th>Total 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aggravated Assault</td>
<td>7</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Hate Crime</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Murder Manslaughter (Non-Negligent)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Murder Manslaughter (Negligent)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>2</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>Sex Offenses: (Forcible)</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Sex Offenses: (Non-Forcible)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>N/A</td>
<td>N/A</td>
<td>0</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>N/A</td>
<td>N/A</td>
<td>0</td>
</tr>
<tr>
<td>Stalking</td>
<td>N/A</td>
<td>N/A</td>
<td>0</td>
</tr>
</tbody>
</table>
THE DAILY CRIME LOG

The Trinity College Campus Safety Department maintains a log of crimes reported to Campus Safety. The log includes all reported crimes that occurred on campus, in or on non-campus buildings or property, on public property within the campus or immediately adjacent to and accessible from the campus, and within the patrol jurisdiction of the Campus Safety Department.

The Trinity College crime log for the most recent 60-day period is open to public inspection, upon request, during normal business hours of 8 a.m. to 4 p.m. at Campus Safety Headquarters (76 Vernon Street). Requests for records older than 60 days should be made to the Director of Campus Safety.

The crime log contains the following information:

- The nature of the crime
- The date the crime was reported
- The date and time it occurred
- The general location of the crime
- The disposition of the complaint, if known

The names of crime victims will be redacted for public inspection. Trinity College may temporarily withhold information in some cases if there is clear and convincing evidence that the release of information would:

- Jeopardize an ongoing investigation;
- Jeopardize the safety of an individual;
- Cause a suspect to flee or evade detection; or
- Result in the destruction of evidence.

Information will be disclosed once the adverse effect is no longer likely to occur.
EMERGENCY MANAGEMENT PLAN

PURPOSE

The Emergency Management Plan (EMP) is intended to establish policies, procedures and organizational structure for response to emergencies that are of sufficient magnitude to cause a significant disruption of the functioning of all or portions of the College. This plan describes the roles and responsibilities of departments, schools, units, and personnel during emergency situations. The basic emergency procedures are designed to protect lives and property through effective use of College and community resources. Since an emergency may be sudden and without warning, these procedures are designed to be flexible in order to accommodate contingencies of various types and magnitudes.

SCOPE

This plan is a College-level plan that guides the emergency response of College personnel and resources during an emergency situation. It is the official emergency response plan of the College and precludes actions not in concert with the intent of this plan or the organization created by it. However, nothing in this plan shall be construed in a manner that limits the use of good judgment and common sense in matters not foreseen or covered by the elements of the plan. This plan and organization shall be subordinate to federal, state, or local plans during a disaster declaration by those authorities. This Emergency Management Plan is consistent with established practices relating to coordination of emergency response. Accordingly, this plan incorporates the use of the Incident Command System to facilitate interagency coordination, promote the use of common emergency response terminology and command structure, and facilitate the flow of information between responding agencies. The College will cooperate with the Office of Emergency Management, State and City Police, and other responders in the development of emergency response plans and participate in multi-jurisdictional emergency planning exercises.

The Emergency Management Plan can be accessed at the following Trinity College Campus Safety Web site:

http://www.trincoll.edu/cs
The Final Rule published in Federal Register October 29, 2009, specifies amendments to the Department of Education’s Higher Education Opportunity Act of 2008 (HEOA). Section 488(g) of the HEOA amended Section 485 of the Higher Education Act, establishing requirements for institutions providing on-campus student housing to annually publish a fire safety report, maintain a fire log, and report fire statistics to the Department of Education annually, similar to the annual security report.

The on-campus student housing at Trinity College included in this report consists of residence halls and properties owned by the College, which are on or adjacent to campus, and social houses where students may reside. The College used the definition of on-campus student housing as “a dormitory or other residential facility for students that is located on an institution’s campus” as the boundaries for this report. Rental properties owned by the College but managed by a property management company, as well as properties owned by other property owners, were included in this report in accordance with the proposed rule’s clarification that “a student housing facility that is on property owned by an institution, even if the building is owned and maintained by a student organization or other party, would be considered an on-campus student housing facility.”

This report, as well as the Campus Safety Annual Report, can be found on the Campus Safety Web site at:

http://www.trincoll.edu/cs/Pages/default.aspx

The following tables describe the fire systems for each on-campus student housing facility. Portable fire extinguishers are available only in mechanical spaces and are not required in the living areas of the residence halls under Connecticut State Fire Code or by the Hartford Fire Marshall.
**Residence Halls**

All residence halls are fully equipped with sprinklers and a networked fire alarm system, which reports directly to Campus Safety. The detectors and fire pull stations activate horns and strobe lights. All smoke detectors in residential halls are addressable, meaning the issue detected can be traced to a specific location. The fire detection, alarms, and sprinkler systems are connected to backup power so they are functional during a power outage. Some residence halls, as indicated below, are also directly connected to the Hartford Fire Department.

<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Fire Alarm Monitored by</th>
<th>Alarm Monitored by Fire Dept.</th>
<th>Sprinkler</th>
<th>Fire Drill Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anadama</td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>4/8/13 &amp; 9/26/13</td>
</tr>
<tr>
<td>Boardwalk</td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>4/2/13 &amp; 9/23/13</td>
</tr>
<tr>
<td>Clemens</td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>4/8/13 &amp; 9/26/13</td>
</tr>
<tr>
<td>Cook</td>
<td>Networked/Addressable</td>
<td>Yes</td>
<td>Yes</td>
<td>4/9/13 &amp; 10/02/13</td>
</tr>
<tr>
<td>Doonesbury</td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>4/2/13 &amp; 9/23/13</td>
</tr>
<tr>
<td><em>Crescent St. Townhouse 1</em></td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>9/26/13*</td>
</tr>
<tr>
<td><em>Crescent St. Townhouse 2</em></td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>9/26/13*</td>
</tr>
<tr>
<td><em>Crescent St. Townhouse 3</em></td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>9/26/13*</td>
</tr>
<tr>
<td><strong>Crescent St. Townhouse 4</strong></td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>n/a**</td>
</tr>
<tr>
<td><strong>Crescent St. Townhouse 5</strong></td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>n/a**</td>
</tr>
<tr>
<td>Elton</td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>4/9/13 &amp; 10/02/13</td>
</tr>
<tr>
<td>Funston</td>
<td>Networked/Addressable</td>
<td>Yes</td>
<td>Yes</td>
<td>4/1/13 &amp; 9/30/13</td>
</tr>
<tr>
<td>Goodwin/Woodward</td>
<td>Networked/Addressable</td>
<td>Yes</td>
<td>Yes</td>
<td>4/9/13 &amp; 10/02/13</td>
</tr>
<tr>
<td>Hansen Hall</td>
<td>Networked/Addressable</td>
<td>Yes</td>
<td>Yes</td>
<td>4/2/13 &amp; 9/23/13</td>
</tr>
<tr>
<td>High Rise</td>
<td>Networked/Addressable</td>
<td>Yes</td>
<td>Yes</td>
<td>4/2/13 &amp; 9/23/13</td>
</tr>
<tr>
<td>Jackson</td>
<td>Networked/Addressable</td>
<td>Yes</td>
<td>Yes</td>
<td>4/1/13 &amp; 9/30/13</td>
</tr>
<tr>
<td>Jarvis</td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>4/9/13 &amp; 10/02/13</td>
</tr>
<tr>
<td>Jones</td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>4/9/13 &amp; 10/02/13</td>
</tr>
<tr>
<td>North Campus</td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>4/2/13 &amp; 9/23/13</td>
</tr>
<tr>
<td>Northam</td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>4/9/13 &amp; 10/02/13</td>
</tr>
<tr>
<td>Ogilby</td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>4/2/13 &amp; 9/23/13</td>
</tr>
<tr>
<td>Park Place</td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>4/2/13 &amp; 9/23/13</td>
</tr>
<tr>
<td>Smith</td>
<td>Networked/Addressable</td>
<td>Yes</td>
<td>Yes</td>
<td>4/1/13 &amp; 9/30/13</td>
</tr>
<tr>
<td>Stowe</td>
<td>Networked/Addressable</td>
<td>No</td>
<td>Yes</td>
<td>4/8/13 &amp; 9/26/13</td>
</tr>
<tr>
<td>Summit East</td>
<td>Networked/Addressable</td>
<td>Yes</td>
<td>Yes</td>
<td>4/1/13 &amp; 9/30/13</td>
</tr>
<tr>
<td>Summit North</td>
<td>Networked/Addressable</td>
<td>Yes</td>
<td>Yes</td>
<td>4/1/13 &amp; 9/30/13</td>
</tr>
<tr>
<td>Summit South</td>
<td>Networked/Addressable</td>
<td>Yes</td>
<td>Yes</td>
<td>4/1/13 &amp; 9/30/13</td>
</tr>
<tr>
<td>Vernon Place</td>
<td>Networked/Addressable</td>
<td>Yes</td>
<td>Yes</td>
<td>4/2/13 &amp; 9/23/13</td>
</tr>
<tr>
<td>Wheaton</td>
<td>Networked/Addressable</td>
<td>Yes</td>
<td>Yes</td>
<td>4/1/13 &amp; 9/30/13</td>
</tr>
</tbody>
</table>

*The Crescent Street Townhouses 1 through 3 opened in the fall semester of 2013.

**The Crescent Street Townhouses 4 & 5 opened in the spring of 2014.
RENTAL PROPERTIES

Trinity College owns a number of rental houses on or adjacent to the campus. They are not maintained by the Trinity College Facilities Department, but are managed by property management companies and overseen by the Director of Business Operations. They are included in this report due to the potential for Trinity College students renting apartments from the property management company. Each of the rental units is equipped with smoke detectors, as well as common areas in each building. The smoke detectors in the rental properties do not report to Campus Safety or to the Hartford Fire Department.

<table>
<thead>
<tr>
<th>Address</th>
<th>Fire Alarm</th>
<th>City Connect</th>
<th>Sprinkler</th>
</tr>
</thead>
<tbody>
<tr>
<td>105-107 Allen Place</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>129 Allen Place</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>141-143 Allen Place</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>145-147 Allen Place</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>149-151 Allen Place</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>155-157 New Britain Ave.</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>1580 Broad Street</td>
<td>Stand-alone system</td>
<td>No</td>
<td>No, standpipes</td>
</tr>
<tr>
<td>1705-1707 Broad Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>1713-1715 Broad Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>18-20 Crescent Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>199-201 Allen Place</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>209-211 Zion Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>213-219 Zion Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>22-24 Crescent Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>225-227 Zion Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>26-28 Crescent Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>30-32 Crescent Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>34-36 Crescent Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>38-40 Crescent Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>46-48 Crescent Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>50-52 Crescent Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>54 Crescent Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>58-60 Crescent Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>68-70 Crescent Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>72-74 Crescent Street</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

CULTURAL HOUSES

<table>
<thead>
<tr>
<th>Address</th>
<th>Fire Alarm</th>
<th>City Connect</th>
<th>Sprinkler</th>
</tr>
</thead>
<tbody>
<tr>
<td>65 Vernon St. (ASSA)</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>69 Vernon St. (La Voz Latina)</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>72 Vernon Street (UMOJA)</td>
<td>battery powered smoke detectors</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Fire Drills

Trinity College performs regular mandatory supervised fire drills semi-annually in all residence halls and College-owned social houses. Drills are conducted by the Offices of Residential Life,
Campus Safety, Environmental Health & Safety, and the Hartford Fire Department. During each drill, evacuation procedures are practiced and building fire alarm systems are tested.

**Evacuation Procedures**

In case of visible smoke or fire:

- Pull the fire alarm before doing anything else.
- Dial Campus Safety, (860) 297-2222, and/or the Hartford Fire Department (9-911)
- Give your location, the nature of the fire, and your name.
- Do not attempt to extinguish the fire.
- Close doors and windows in the area as you evacuate.
- Provide assistance to mobility-impaired individuals if possible.
- Each building has a prearranged rally point to account for occupants and to await further instructions.
- Do not re-enter the building until told to do so by Campus Safety.
- Report damage to Campus Safety

All staff must be familiar with the location and proper use of all fire & life safety equipment in their building, including alarm systems, emergency telephones, fire doors and exits, and evacuation routes. Fire extinguishers are only to be used by trained personnel.

Do not use elevators. Should the fire involve the control panel of the elevator or the electrical system of the building, power in the building may be cut and you could be trapped between floors. Also, the elevator shaft can become a flue, lending itself to the passage and accumulation of hot gases and smoke generated by the fire.

Outside gathering locations are away from building entries to permit unobstructed entry by emergency personnel. Residents and staff are made aware of the gathering spot and appropriate evacuation routes, and floor plans are posted throughout campus. People should be reminded to wear appropriate outdoor clothing when evacuating buildings. During inclement weather, alternative gathering places will be chosen based on the building being evacuated. Those locations will be communicated by Campus Safety and key personnel.

If there is smoke and/or fire evident, sound the alarm by pulling a fire alarm pull station. This will notify Campus Safety and will sound the evacuation horns in the building. If you have more detailed information, i.e., exact location of the fire, what is burning and how large the fire is, use the outside call box to call Campus Safety and advise them as soon as possible. In a fire, seconds count. Campus Safety will notify the local fire department that there is an actual emergency.

**ALL OCCUPANTS MUST EVACUATE IMMEDIATELY WHEN A BUILDING FIRE ALARM SOUNDS AND MUST NOT RE-ENTER UNTIL THE ALL CLEAR IS GIVEN BY CAMPUS SAFETY.**

**EVACUATE THE BUILDING USING THE MOST EXPEDIENT AND SAFE ROUTE. ONCE OUTSIDE, PROCEED TO THE DESIGNATED GATHERING SPOT. STAFF SHOULD ASCERTAIN IF ANYONE IS KNOWN TO STILL BE INSIDE THE BUILDING.**

The senior staff person on the scene should meet the responding Campus Safety and/or fire officials and:

- Identify self and staff position.
- Inform emergency personnel of any known remaining occupants and pertinent information (whether someone is wheelchair-bound, ill, etc.)
- Provide building information as appropriate or requested (location of fire, activated alarm, annunciator panel).
Residential staff seniority is:
- Administrator-On-Call
- Area Coordinators
- RA/HR-on-call
- RA/HR of building.

Building fire alarms are wired to the Campus Safety station and should receive near immediate response. If emergency personnel are not on the scene when you reach the outside, use the closest available campus telephone or emergency telephone to notify Campus Safety of the alarm.

If an emergency exists, telephone Campus Safety after activating the building fire alarm system, via a pull station.

**Emergency Personnel:**

Once a building fire alarm has sounded, the following seniority exists until an “all-clear” is issued:
- Fire Department (officers wear white hats)
- Campus Safety Department
- Administrator-On-Call or Department Head
- Residential / Building Staff

NEVER argue with a fire or Campus Safety officer. Disagreements or questions should be brought to the director of residential life after the incident.

**All-Clear:**

Building occupants may re-enter only upon the instructions of the fire department or Campus Safety. Staff may not enter the building nor authorize entry until after receiving an “all clear” from the Campus Safety officer on the scene. In the absence of identified staff, the Campus Safety officer will notify people directly that the building may be entered. The departure of all emergency personnel from the scene will be considered an “all-clear.”

**Alarm Reset:**

Activated alarms must be reset or replaced to assure a proper warning system for occupants. In most instances, the reset will be accomplished by the emergency personnel prior to issuing the “all clear.” If the alarm system cannot be made operational by the personnel on the scene, Campus Safety will summon appropriate personnel to restore the system to active status. The Campus Safety shift supervisor is responsible for monitoring the status of campus alarm systems and will determine whether a safe or unsafe condition exists. If an unsafe condition exists due to the lack of a properly operating alarm system, the shift supervisor will post a “Security Alert” and establish a fire watch staffed by Campus Safety officers or contracted personnel.

**Persons Needing Assistance**

Individuals with disabilities needing assistance should be informed of evacuation procedures and routes for all areas of campus and should know to call Campus Safety immediately for assistance. In all instances, evacuation routes should be horizontal, (i.e., traveling on the same floor level and passing from one building to another), where possible. If horizontal evacuation is not available, consider heading for the nearest enclosed stairwell landing away from any obvious danger and notify Campus Safety of the exact location of the stairwell. The responding officer may have additional recommendations to ensure your safety. Once at the stairwell, wait for the majority of traffic to pass before entering the stairwell. Enter the landing and wait for Campus Safety or the Fire Department to assist you.
If these areas are not available or practical, find a “refuge area” where you can inform Campus Safety and safely wait. The “refuge area” should be a room of well-constructed walls of masonry or sheet rock that go from floor to slab; no open holes in walls to the room to the corridor; tight fitting doors; outside windows; a working telephone; no flammable liquids or chemicals storage. If a phone is unavailable, try signaling help from a window or pulling another fire alarm. The fire panels can be checked by the Fire Department to determine the location of pulled alarms. This can be used to help find individuals with disabilities.

**Special Care of Handicapped/Mobility-Challenged Students**

The Trinity College Community is comprised of a large, diverse student population spread out across the 100-acre campus. In each class of undergraduates, it is likely that one or more of the students will have special needs due to mobility or illness issues. Campus Safety will work with the Office of Residential Life to identify such persons and set special policies and procedures to safeguard them in times of emergency on campus.

Once identified, the members of the Trinity College Community needing special assistance in times of emergency situations will be sought out and taken care of by on-duty Campus Safety staff.

City Emergency Services will be advised of these individuals and the special circumstances of each to allow the Campus Safety Department and City Emergency Services to work together to safeguard them. This will be done at all times of emergency circumstances on campus.

**Fire Prevention**

The Trinity College 2012-2013 Student Handbook describes the College’s fire safety program and policies. The paragraphs below are taken directly from the handbook.

Fire safety is a serious matter, and it is the responsibility of every resident to protect himself/herself as well as fellow residents. Covering and/or tampering with a smoke detector endangers not only your life, but also the lives of everyone in the residence hall. Time is a crucial element when responding to a fire, and covering or tampering with fire safety equipment can significantly impact a professional response. Please remember the following:

- Do not overload electrical outlets and make sure extension cords are used properly.
- Do not cover and/or tamper with smoke detectors for any reason at any time.
- Do not smoke in College buildings.
- Do not use candles/incense in your room.
- Do not leave cooking equipment unattended when in use (even microwaves).
- Do not leave lamps on when you are not in your room.
- Know at least two ways out of your residence hall.
- Never disregard fire alarms. Immediately exit the residence hall or building when an alarm sounds.
- Residents must familiarize themselves with emergency exit locations and evacuation procedures.
- When a fire alarm sounds, all students are required to evacuate the residence hall. The directions of staff, Campus Safety, and fire safety officers are to be followed at all times. Failure to evacuate a building when a fire alarm sounds and/or at the request of a College or fire department official will result in disciplinary action.
- Intentionally sounding (pulling) a false alarm, making a false emergency call, attempting to ignite and/or igniting a substance on fire, issuing a bomb threat, constructing mock explosive devices, or tampering with, destroying, and/or possession of fire equipment, emergency signs, and sprinklers are prohibited. Such action is considered to be in violation of state and local ordinances. Abuse of fire safety systems may result in (1) the levying of financial damages up to $1,000, (2) immediate eviction, and/or (3) indefinite restriction from campus residence.
The residents of an entire building may be billed for common area damages (false alarms) when the responsible party/parties are unknown.

- Fire alarm pull stations, fire extinguisher cabinets, smoke detectors, and exit signs must not be covered and exits must remain free from obstruction at all times. Even temporary obstruction of such items is prohibited.
- Safety inspections will be conducted by Residential Life staff members each semester in order to determine compliance with safety regulations. Restricted items may be removed during such inspections.

**Prohibited items:**

Out of regard for fire and personal safety, the following items are among those prohibited in the residence halls:

- Prohibited items include: candles, incense, air conditioners, waterbeds, halogen lamps, open-coiled electrical or heating appliances, including toasters, toaster ovens, hot plates (including George Forman-style grills), barbecue grills, broilers, space heaters, immersion heaters, and ovens, and use or storage of any type of flammable liquid.
- Small refrigerators, microwaves, and electric coffeepots, hotpots and tea kettles (with automatic shut-off) are permitted if they are UL (Underwriters Lab, Inc.) listed. Amperage limitations may be imposed.
- Decorative wall coverings must not cover any room fixtures (lights, sprinkler systems, etc.) or hang freely from the ceiling.
- Use of darts and dartboards in any area of the residence halls are prohibited.
- Construction of lofts of any type is prohibited.
- Cement-type blocks (cinder, etc.) are prohibited.
- Holiday trees must be artificial and holiday lights must be UL-approved and low wattage. Holiday lights must not come into contact with flammable wall hangings.
- Antennas, satellite dishes, or other external devices are prohibited from the exteriors of the residence halls.
- Extension cords must be in the form of “surge-protectors” or heavy-duty (indoor-outdoor) quality.
- The outdoor use of barbeque grills and/or hibachis must take place at least 20 feet from College buildings. Such items (and charcoal, lighter fluid, etc.) may not be stored in residential spaces under any circumstances, and will be subject to confiscation and disposal.
- The unauthorized use, possession, manufacture, sale or distribution of weapons such as firearms, air rifles, ammunition, explosives, hand weapons or fireworks or any kind are prohibited.
**Fire Log**

The Proposed Rule requires an institution with on-campus student housing to maintain a log of all fires that occur in on-campus student housing including the date, time, nature of the fire, and location of the fire. Additions to the log must be made within two business days. The log must be available for public inspection for the most recent 60-day period. Log entries greater than 60 days must be available within two business days. The Fire Log is maintained by Campus Safety. The statistics gathered for 2011-2013 are compiled and reported in the October 1, 2014, report. The 2013 Fire Safety Report will contain statistics concerning the number of fires in the institution's on-campus student housing, the cause of each fire, the number of injuries and deaths as a result of each fire, and the amount of property damage caused by each fire, if applicable. To view the Fire Log, contact the Director of Campus Safety, or Assistant Director, Monday to Friday 8 a.m. to 4 p.m.

<table>
<thead>
<tr>
<th>Date &amp; Time of Fire</th>
<th>Name of Housing Facility</th>
<th>Address</th>
<th>Cause of Fire</th>
<th>Fire related injuries</th>
<th>Fire Related Deaths</th>
<th>Property Damage</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

In 2011, no fires occurred in on-campus student housing.

<table>
<thead>
<tr>
<th>Date &amp; Time of Fire</th>
<th>Name of Housing Facility</th>
<th>Address</th>
<th>Cause of Fire</th>
<th>Fire related injuries</th>
<th>Fire Related Deaths</th>
<th>Property Damage</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012</td>
<td></td>
<td></td>
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</table>

In 2012, no fires occurred in on-campus student housing.

<table>
<thead>
<tr>
<th>Date &amp; Time of Fire</th>
<th>Name of Housing Facility</th>
<th>Address</th>
<th>Cause of Fire</th>
<th>Fire related injuries</th>
<th>Fire Related Deaths</th>
<th>Property Damage</th>
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<td>2013</td>
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</tr>
<tr>
<td>09/25/13</td>
<td>92nd Street Y, New York NY</td>
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<td>Intentional</td>
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</table>

In 2013, no fires occurred in on-campus student housing on the Hartford campus. The Office of Study Away reported 1 fire that occurred in the hallway of a youth hostel located in New York City.
**REPORTING CRIMES OR EMERGENCIES**

**IMPORTANT PHONE NUMBERS FOR EMERGENCIES**

<table>
<thead>
<tr>
<th>Division</th>
<th>Number</th>
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</thead>
<tbody>
<tr>
<td>Ambulance</td>
<td>9-911</td>
</tr>
<tr>
<td>Campus Safety (emergency)</td>
<td>(860) 297-2222</td>
</tr>
<tr>
<td>Campus Safety (routine)</td>
<td>(860) 297-3333</td>
</tr>
<tr>
<td>Hartford Fire Department (emergency)</td>
<td>9-911</td>
</tr>
<tr>
<td>Hartford Police Department (emergency)</td>
<td>(860) 757-4000</td>
</tr>
<tr>
<td>Trinity Health Center</td>
<td>(860) 297-2018</td>
</tr>
</tbody>
</table>

**FIRE STATISTICS**

The following statistics must be collected, and reported both in the Annual Fire Safety Report and The Department of Education’s Web-based data collection system for each on-campus student housing facility.

The number of fires and the cause of each fire are included. The causes and categories used are:

- **Unintentional Fire**
  - Cooking
  - Smoking Materials
  - Open Flames
  - Electrical
  - Heating Equipment
  - Hazardous Products
  - Machinery/Industrial
  - Natural
  - Other

- **Intentional Fire**

- **Undetermined Fire**

The number of deaths related to the fire

The number of injuries related to the fire that resulted in treatment at a medical facility.

The value of property damage related to the fire.

All arson is a Clery Act-reportable crime. Therefore, any fire that is determined to be arson must be reported both as a fire statistic and as a crime statistic.

Definition of a fire: For the purposes of fire safety reporting, a fire is “Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.”

Definition of an arson: Any willful or malicious burning to attempt to burn—with or without intent to defraud—a dwelling house, public building, motor vehicle or aircraft, or personal property of another.
# FIRES - On-campus Student Housing Facilities

## Fire Summary

<table>
<thead>
<tr>
<th>Name of Facility</th>
<th>Address</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>Fires</th>
<th>Injuries</th>
<th>Death</th>
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</table>

*The Crescent Street Townhouses 1 through 3 opened in the fall semester of 2013.

**The Crescent Street Townhouses 4 & 5 opened in the spring of 2014.
**FIRES – RENTAL PROPERTIES**

Fire Summary

<table>
<thead>
<tr>
<th>Address</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2013 Fires</th>
<th>Injuries</th>
<th>Death</th>
</tr>
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<td>129 Allen Place</td>
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