# 2019 Annual Security & Fire Safety Report

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THIS UPDATE TO THE OCTOBER 1, 2019 ANNUAL SECURITY REPORT INCLUDES THE FOLLOWING REVISIONS:

- Updated 2018 crime statistics related to reports of Clery Act reportable incidents related to George Tyndall;
- Information about the university’s new Equity, Equal Opportunity, and Title IX Office, which combined the prior Office of Equity and Diversity and Title IX Office on August 14, 2020 to create a centralized report and resolution resource for students, staff and faculty;
- Information about the university’s new Vice President for Equity, Equal Opportunity, and Title IX (and Title IX Coordinator), Catherine Spear, who joined the university on August 21, 2020;
- Updated policy statements regarding the new Policy on Prohibited Discrimination, Harassment, and Retaliation (effective August 14, 2020), and accompanying Resolution Processes, which incorporate the May 2020 final Title IX regulations and the university’s Notice of Non-discrimination;
- Updated information about the university’s youth protection programs; and,
- Changes in text, format and structure of some sections of the ASR to enhance ease of use and accessibility.
A Message from USC President Carol L. Folt

Our Trojan community is full of promise and possibility and we need a safe and secure environment to thrive. Nothing is more important to me or our entire University than the safety and well-being of our students, faculty and staff.

The University of Southern California is committed to keeping all of us out of harm’s way. This report outlines the many actions the University, our dedicated public safety team, and our campus partners take every day to keep our community safe. We live in an urban center, and each of us needs to take personal safety seriously and also do all that we can to keep others around us safe.

Along with statistics for all reports of crimes on or near our campuses, this report contains very sobering information related to George Tyndall, a former gynecologist who worked in the student health center from 1989 until his removal from the center in 2016.

To me, every individual experience reflected in this report is distressing. But seeing the aggregate numbers for Tyndall – involving reports over a period of 27 years – is especially distressing to all of us. For me and my entire administration, the stark numbers reinforce our resolve to remain vigilant about safety, to continue to provide care and resources, and to take measures to enhance safety and well-being on all of our campuses.

The most important thing we can do together is to care for one another. We can do this by reporting concerns and by taking advantage of the many available University resources. Working together as a community, we can help each other feel safe and thrive.

Carol L. Folt
President
University of Southern California
A Message from Chief Thomas

Thank you for taking the time to review the University of Southern California’s Annual Security Report. This report reflects our ongoing efforts to keep you informed of the Department of Public Safety’s initiatives to ensure your safety and to provide you with important information regarding the various University resources available to assist you.

DPS is committed to serving the entire USC campus community, our students, faculty, staff, and community members with a customer-service focus that fosters partnerships, mutual trust and that also embodies our department’s core values: Dedication, Professionalism and Service. We work hard and shape our training around ensuring a safe campus community while respecting freedom of expression, safeguarding life and property while upholding the Constitution, and, while enforcing applicable federal, state, and local laws.

We aggressively investigate reported crimes and work with other campus and city partners to ensure resources are available to support community members impacted by crime.

Community safety is a shared responsibility, and like other urban universities throughout the country, we work in partnership with those we serve to provide a safe environment. It is important for everyone - including our students, faculty and staff - to be aware of their surroundings and to take reasonable precautions. As your safety partner, we are available 24/7, 365 days a year and we encourage you to reach out by phone, in person, or through our LiveSafe mobile phone app. We welcome your input and value your concerns for making our community a safer place to live, study and work.

As mandated, the information in this report includes crime statistics from the past three years, and information about safety resources and programming available to you, as well as the 2018 Annual Fire Safety Report.

Additionally, this year’s report includes filing of statistics related to George Tyndall. The annual crime statistics for 2018 reflect Clery-reportable incidents reported to the University during the 2018 calendar year for incidents alleged to have occurred during Tyndall’s tenure. The University has sought to classify and account for all Tyndall-related reports. Given the volume and nature of the information, additional reconciliation is required. We expect the statistics for reports received in 2018 to increase over the coming year. The University will continue to actively review additional information it receives and will revise the 2018 statistics as needed, either on a quarterly basis or sooner as sources of information are able to be reconciled, and will share updated numbers with the University community and the Department of Education openly and in an accurate, complete and timely manner. The University’s leadership is continuing to implement impactful campus reforms that promote the safety and well-being of our community.

The safety of our community is our top priority. I look forward to continuing to partner with our Trojan Family in the upcoming year to continue our efforts toward meeting the challenges of our department’s vision of: “Being recognized as the safest urban campus community in the nation.” I thank you for partnering with your DPS!

Fight On!

All the Best,

John Thomas
Executive Director/Chief
USC Department of Public Safety
# IMPORTANT CONTACT INFORMATION

## EMERGENCY NUMBERS

<table>
<thead>
<tr>
<th>Department of Public Safety</th>
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<tbody>
<tr>
<td><strong>University Park Campus Emergency</strong></td>
<td>(213) 740-4321</td>
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<tr>
<td><strong>Health Sciences Campus Emergency</strong></td>
<td>(323) 442-1000</td>
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<tr>
<td><strong>Emergency Information Line</strong></td>
<td>(213) 740-9233 OR (650) 724-1387</td>
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<tr>
<td><strong>USC Village</strong></td>
<td>(213) 740-4321</td>
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<tr>
<td><strong>In the event of an emergency, information will be online posted at</strong></td>
<td></td>
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<tr>
<td><a href="http://emergency.usc.edu">http://emergency.usc.edu</a></td>
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| Los Angeles Police Department | 911 |
| Los Angeles Fire Department | 911 |

## DEPARTMENT OF PUBLIC SAFETY

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<thead>
<tr>
<th>University Park Campus</th>
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<tbody>
<tr>
<td><strong>General Information, Communications Center</strong></td>
<td>(213) 740-6000</td>
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<tr>
<td><strong>Front Desk</strong></td>
<td>(213) 740-5519</td>
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<tr>
<td><strong>USC Village Non-Emergency</strong></td>
<td>(213) 740-6000</td>
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<tr>
<td><strong>USC Village Sub-Station</strong></td>
<td>(213) 821-6677</td>
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<tr>
<td><strong>Bicycle Registration, Lost &amp; Found</strong></td>
<td>(213) 740-7225</td>
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<tr>
<td><strong>Office of the Chief</strong></td>
<td>(213) 821-5748</td>
<td></td>
</tr>
<tr>
<td><strong>Crime Prevention Education</strong></td>
<td>(213) 740-6224</td>
<td></td>
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<tr>
<td><strong>Department of Public Safety Website</strong></td>
<td><a href="http://dps.usc.edu/">http://dps.usc.edu/</a></td>
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<tr>
<td><strong>Rape Aggression Defense (RAD)</strong></td>
<td>(213) 821-2695</td>
<td></td>
</tr>
<tr>
<td><strong>Clery Compliance Coordinator</strong></td>
<td><a href="mailto:mwalter@dps.usc.edu">mwalter@dps.usc.edu</a></td>
<td></td>
</tr>
<tr>
<td>Mardi Walters, Ed.D.</td>
<td></td>
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<tr>
<td><strong>Records Manager - Dan Wallace</strong></td>
<td><a href="mailto:dwallace@dps.usc.edu">dwallace@dps.usc.edu</a></td>
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<tr>
<th>Health Sciences Campus</th>
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<tr>
<td><strong>General Information</strong></td>
<td>(323) 422-1200</td>
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<tr>
<td><strong>Emergency</strong></td>
<td>(323) 442-1000</td>
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<tr>
<td>LOCATION</td>
<td>POLICE AUTHORITY</td>
<td>CONTACT NUMBER</td>
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| University Park Campus            | USC Public Safety/LAPD        | Emergency: (213) 740-4321
                                    |                                 | Non-Emergency: (213) 740-6000    |
| 3667 McClintock Ave.              |                                |                                     |
| Los Angeles, CA 90089             |                                |                                     |
| Health Sciences Campus            | USC Public Safety/LAPD        | Emergency: (323) 442-1000
                                    |                                 | Non-Emergency: (323) 442-2100    |
| 2001 Soto St.                     |                                |                                     |
| Los Angeles, CA 90032             |                                |                                     |
| Air Safety and Security (LAX)     | Los Angeles Airport Police    | Emergency: (323) 442-1000
    Aviation Safety and Security Program | 6320 West 96th Street | Non-Emergency: (323) 442-2100    |
| 6033 West Century Boulevard       | Los Angeles, California       |                                     |
| Suite 920, Los Angeles, CA 90045  | 90045-5233                    |                                     |
| 310-342-1345                      |                                |                                     |
| Alhambra Campus                   | Alhambra Police Department    | Emergency: 911
                                    | 211 S 1st St,                   | Non-emergency: (626) 570-5151    |
| 1000 S. Fremont Avenue            | Alhambra, CA 91803            |                                     |
| Alhambra, CA 91803                |                                |                                     |
| Catalina Island Campus            | L.A. County Sheriff’s         | Emergency: 911
                                    | Department Hall of Justice       | Non-emergency: (213) 473-6080    |
| Wrigley Marine Science Center     | 211 West Temple Street        |                                     |
| USC Wrigley Institute             | Los Angeles, CA 90012         |                                     |
| Post Office Box 5069              |                                |                                     |
| 1 Big Fisherman Cove             |                                |                                     |
| Avalon, California 90704          |                                |                                     |
| Phone: 310-510-0811 | Fax: 310-510-1364             |                                     |
| Goleta Residential                | Goleta Police Department      | Emergency: 911
                                    |                                 | Non-emergency: (805) 681-4100    |
| 130 Cremona Drive, Suite B        |                                 |                                     |
| Goleta, CA 93117                  |                                |                                     |
| Marina Del Rey Campus             | L.A. County Sheriff’s         | Emergency: 911
                                    | Department Hall of Justice       | Non-emergency: (310) 482-6000    |
| 13851 Fiji Way                    | 211 West Temple Street        |                                     |
| Marina Del Rey, CA 90292          | Los Angeles, CA 90012         |                                     |
| Orange County Campus              | Irvine Police Department      | Emergency: 911
<pre><code>                                | 1 Civic Center Plaza            | Non-emergency: (949) 724-6000    |
</code></pre>
<p>| 2300 Michelson Drive              | Irvine, P.O. Box 19575        |                                     |
| Irvine, CA 92612                   | Irvine, California 92623-9575 |                                     |
|                                  | (949)-724-6000               |                                     |</p>
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<th>Campus</th>
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<tr>
<td>Sacramento</td>
<td>State Capital Center 1800 I Street</td>
<td>Emergency: 911</td>
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<td>Sacramento, CA 95811-3004</td>
<td>Non-emergency: (916) 264-5471</td>
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<td>(916) 442-6911</td>
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<td>Sacramento Police Department Public</td>
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<td></td>
<td>Safety Center</td>
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<td></td>
<td>5770 Freeport Blvd., Suite 100</td>
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<tr>
<td></td>
<td>Sacramento, CA 95822</td>
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<td>8:00 a.m. to 6:00 p.m.</td>
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<tr>
<td>San Diego</td>
<td>16870 West Bernardo, Drive Suite 200</td>
<td>Emergency: 911</td>
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<tr>
<td></td>
<td>San Diego, CA 92127</td>
<td>Non-emergency: (619) 531-2000</td>
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NOTICE OF NON-DISCRIMINATION

The University of Southern California prohibits discrimination on the basis of actual or perceived race, color, ethnicity, religion (including religious dress and grooming practices), creed, sex, age (40 years and over in the employment context), marital status, national origin, citizenship status, employment status, income status, ancestry, partnership status, medical condition (including cancer and genetic characteristics), pregnancy (including childbirth, breastfeeding, or related medical conditions), disability, political belief or affiliation, domestic violence victim status, military or veteran status, sexual orientation, gender, gender identity, gender expression, genetic information, and any other class of individuals protected from discrimination under federal, state, or local law, regulation, or ordinance in any of the University’s educational programs and activities, and in the employment (including application for employment) and admissions (including application for admission) context, as required by: Title IX of the Education Amendments of 1972 and its implementing regulations, 20 U.S.C. § 1681 et seq.; Title III of the Americans with Disabilities Act of 1990, as amended in 2008; Section 504 of the Rehabilitation Act of 1973; Title VI and VII of the Civil Rights Act of 1964; the Age Discrimination Act of 1975; the Age Discrimination Act of 1967; the California Fair Employment and Housing Act; and other federal, state, and local laws, regulations, or ordinances that prohibit discrimination, harassment, and/or retaliation.

The University prohibits unlawful harassment of students, employees and third parties on the basis of any protected characteristic as identified above. The University also prohibits retaliation against any individual for the purpose of interfering with any right or privilege secured by University policy or law, or because the individual makes a good faith report or formal complaint, testifies, assists, participates, or refuses to participate in any manner in an investigation, proceeding, or hearing related to a report or formal complaint under the University Policy on Prohibited Discrimination, Harassment, and Retaliation.

The University has designated a Vice President for Equity, Equal Opportunity, and Title IX (VP for EEO-TIX) to coordinate the University’s compliance with federal and state civil rights laws regarding protected characteristics, including Title IX and those other laws and regulations referenced above:

Catherine Spear
Vice President for Equity, Equal Opportunity, and Title IX and Title IX Coordinator
Office for Equity, Equal Opportunity, and Title IX
USC Credit Union Building
3720 South Flower Street, 2nd Floor
Los Angeles, CA 90089-0704
213-740-5086
http://eeotix.usc.edu
eeotix@usc.edu or vpeeotix@usc.edu
The University complies with all federal and state laws that protect individuals with disabilities from discrimination based on their disability or perceived disability status. As such, reasonable accommodations and auxiliary aids and services are available to individuals with disabilities when such modifications and services are necessary to access the institution’s programs and services.

The University’s ADA/504 Coordinator is:

Christine Street
Associate Vice Provost for Student Affairs
Institutional Accessibility and ADA Compliance
University of Southern California - University Park Campus
3601 Trousdale Parkway, Bldg. #89
Los Angeles, California 90089
(213) 821-4658; streetc@usc.edu

Inquiries about Title IX or the University’s prohibitions against discrimination, harassment, and retaliation can be directed to the VP for EEO-TIX, the ADA/504 Coordinator (for disability-related questions) or to the U.S. Department of Education, Office for Civil Rights, at the contact information listed below.
Complaints and inquiries regarding discrimination, harassment, and retaliation involving federal laws may be directed to:

U.S. Department of Education
Office for Civil Rights
50 United Nations Plaza 2
Mail Box 1200, Room 1545
San Francisco, CA 94102
OCR.SanFrancisco@ed.gov
(415) 486-5555/TTY: (800) 877-8339

U.S. Equal Employment Opportunity Commission
Roybal Federal Building
55 East Temple Street, 4th Floor
Los Angeles, CA 90012
(800) 669-4000
TTY: (800) 669-6820

Complaints and inquiries regarding discrimination, harassment, and retaliation involving state laws may be directed to:

California Department of Fair Employment and Housing
320 West 4th Street, 10th Floor
Los Angeles, CA 90013
(800) 884-1684; TTY: (800) 700-2320
Any person who believes that the University, as a federal contractor, has violated nondiscrimination or affirmative action obligations may contact the Office of Federal Contract Compliance Programs (OFCCP) at:

**OFCCP**
U.S. Department of Labor  
200 Constitution Ave NW  
Washington, DC 20210  
[www.dol.gov](http://www.dol.gov)  
1-800-397-6251; TTY: 1-202-693-1337

**University of Southern California – Protecting Minors**
If you have questions about the youth protection program at USC, please visit:

[https://protectingminors.usc.edu/](https://protectingminors.usc.edu/) or contact:

**Anne Calvo, RN, BSN, MACI.**
Director for Youth Protection & Programming  
Department of Risk Management and Insurance  
3434 S. Grand Avenue, CAL 120  
Los Angeles, CA 90089  
[annecalv@usc.edu](mailto:annecalv@usc.edu)
PREPARATION OF THE ANNUAL SECURITY AND FIRE SAFETY REPORT

The University of Southern California publishes its Annual Security & Fire Safety Report each year, on or before October 1st, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The University’s Department of Public Safety, in cooperation with several other offices at the University, publishes this Report.

USC’s Clery Coordinator is responsible for requesting and collecting the annual crime statistics from several sources, including records of crimes reported to and in the possession of USC’s Department of Public Safety, local law enforcement, abroad law enforcement jurisdictions and Campus Security Authorities.

The fire statistics for on-campus student housing locations are collected by the Clery Coordinator from USC’s Fire Safety personnel, who are responsible for investigating and preparing reports for fires which occur in on-campus student housing and other USC owned locations.

Campus partners contribute information related to the policy disclosures in this Report. These partners include the Department of Public Safety, Housing, Student Affairs, Office for Equity, Equal Opportunity & Title IX, Residential Education, Fire Safety and others.

The Annual Security & Fire Safety Report is prepared by the Clery Coordinator and is reviewed by USC administrators, leadership in the Department of Public Safety and members of the Office of Culture, Ethics, and Compliance.

On or before October 1st annually, DPS disseminates a Notice of the Availability of the ASFSR, with a direct link to the report, through a mass email sent to all current students, faculty, and staff. The ASFSR is published on the Department of Public Safety website at https://dps.usc.edu/alerts/annual-report/.

Prospective students are provided notice of the ASFSR’s availability through the posting of a Notice of Availability of the ASFSR, with a direct link to the Report on the admissions websites for undergraduate, graduate and certificate programs.

Prospective employees are provided notification of how to access the ASFSR through a Notice of Availability of the ASFSR with a direct link on USC employment websites and at the bottom of individual job postings.

Please review the information in this report to become familiar with the programs and services provided by the University so you may become involved as a responsible member of our community. Working together, the campus community, DPS, the Los Angeles Police Department (LAPD) and campus partners will endeavor to keep the USC community safe.

The University is fully committed to meeting its obligations to comply with federal law and guidance that governs the counting and disclosing of crime reports in the ASFSR. This includes the requirement that the University include in its crime report statistics the number of all reported offenses, without regard to the findings of a court, coroner, jury, or prosecutor. It is not necessary for the crime to have been investigated by the police or a campus security authority, nor must a finding of guilt or responsibility be made to include the reported.

This year’s security report includes statistics for calendar year 2018 related to alleged conduct by George Tyndall, a former gynecologist in the student health center from 1989 until his removal from the center in 2016. With the inclusion of Tyndall-related reports, the 2018 annual crime statistics reflect an increase in the number of reports of rape and fondling for the University Park Campus as compared to prior years.
The University has sought to classify and include in the annual statistics all Tyndall-related conduct reported to designated campus officials (Campus Security Authorities) in 2018. The statistics reflect Clery-reportable incidents reported to the University during the 2018 calendar year for incidents alleged to have occurred during Tyndall's tenure. In preparing the security report, the University reviewed reports and concerns from the Praesidium helpline, the Title IX Office, Risk Management, and the Office of Conduct, Accountability, and Professionalism. The reports received by the University were shared with the U.S. Department of Education’s Office for Civil Rights, and with the student’s consent, the Los Angeles Police Department (LAPD). Most of the reports received through the helpline or other direct reporting services describe concerns about the manner in which Tyndall interacted with patients in a clinical setting; this conduct may fall outside of medical protocol or violate University policy and state or federal law, but does not squarely fit within the prescribed Clery definitions of rape or fondling. In other instances, the information in the report to the University is incomplete or unclear and does not meet the required elements for reporting under the Clery Act. We also continue to work with LAPD to reconcile statistics provided to the University by the LAPD. As a result, additional information for some of the reports is still needed to determine if the reported information meets the Clery requirements.

In the October 2019 security report, the University shared that at that time 762 current and former students had filed lawsuits in state court and 49 current and former students were plaintiffs in one consolidated federal court action who have asserted that they were harmed by Tyndall. The Department of Education advised the University that an averment in a federal or state civil complaint, without a direct report to a Campus Security Authority, does not constitute a Clery-reportable incident without further steps to identify and reconcile the information.

Based on guidance from the Department of Education, the University reviewed additional information from the various sources identified above for inclusion in the 2018 statistics. That review resulted in an update to the statistics related to Tyndall from 68 reports of rape to 100, and from 4 reports of fondling to 16, reflecting an increase of 32 reports of rape and 12 reports of fondling. The University has committed to the Department of Education that it will continue to actively review and revise the Tyndall-related statistics as sources of information are available and able to be reconciled, and will share updated numbers with the University community and the Department of Education in an accurate, complete and timely manner.

**HOW TO OBTAIN THE ANNUAL SECURITY & FIRE SAFETY REPORT**

This updated 2019 Annual Security & Fire Safety Report (ASFSR) is available on the Department of Public Safety website at https://dps.usc.edu/alerts/annual-report/. The ASFSRs for calendar years 2015 through 2018 are also available for viewing or download on the DPS website. The ASFSR's are published as PDFs and can be viewed and or printed using Adobe Acrobat Reader, which is free and can be downloaded via a link on the same page by clicking on the word “download.”
Individuals may request a free paper copy of this updated 2019 ASFSR, or any prior year’s report through any of the following means:

- In person at the front desk of Department of Public Safety located at 3667 South McClintock Avenue, Los Angeles, California 90089-1912;
- By written request addressed to: Dan Wallace, Records Manager, Department of Public Safety located at 3667 South McClintock Avenue, Los Angeles, California 90089-1912; or,
- By email to Dan Wallace, Records Manager, at DWallace@dps.usc.edu; or by calling (213) 740-5524.
ABOUT THE USC DEPARTMENT OF PUBLIC SAFETY (DPS)

USC DPS is one of the largest private campus public safety departments in the United States, employing approximately 306 full-time personnel and 30 part-time student workers. Under the leadership of Chief John Thomas, the department’s primary mission is to provide a safe and secure environment on campus that allows students, faculty, staff and campus visitors to realize their academic and social pursuits. The department offers a variety of quality public safety services and educational programs administered through the utilization of highly trained personnel, state-of-the-art technology, and a community-based policing philosophy.

The Department of Public Safety operates a dispatch and communications center 24 hours per day, 365 days per year and can receive calls for service from mobile phones, landline phones, blue light emergency phones on campus, elevator phones or through the LiveSafe mobile application. DPS has three locations to serve USC’s campus community.

1. DPS maintains a headquarters on the University Park Campus physically located at 3667 McClintock Ave Los Angeles, CA 90089-1912. The contact information for DPS UPC is:
   - Emergency 213-740-4321
   - Non-Emergency 213-740-6000

2. DPS Sub-Station on the Health Sciences Campus (HSC) at 2001 Soto Street, Los Angeles 90032. The contact information for DPS HSC is:
   - Emergency 323-442-1000
   - Non-Emergency 323-442-1200

3. DPS Sub-Station in USC Village located at 3131 South Hoover Street, Suite 1300, Los Angeles, California 90089. The telephone contact information for DPS USC Village is:
   - Emergency 213-740-4321
   - Non-Emergency 213-740-6000
   - Sub-Station 213-821-6677

To view a map of each DPS location visit: https://dps.us.edu/contact/.

DEPARTMENT MISSION

The mission of the Department of Public Safety (DPS) is to enforce the criminal laws of the State of California in the spirit in which they were enacted and consistent with the rights and protections establish in the US and State constitutions, protect life and property, prevent crime and the reoccurrence of crime, apprehend suspected criminal violators, aid community members whenever possible and develop a culture of community participation and involvement in crime prevention, detection and apprehension.
**DPS JURISDICTION AND LAW ENFORCEMENT AND ARREST AUTHORITY**

Statutory authority for the Department of Public Safety’s existence, authority to carry firearms, and powers of arrest are derived from multiple sources which include a Memorandum of Understanding (MOU) between USC and the Los Angeles Police Department (LAPD), the California Penal and Education Codes and the California Business and Professions Code. Department of Public Safety officers have arrest authority as permitted by Penal Code Section 830.7(b).

The Los Angeles Police Department has primary jurisdiction over all property beyond the confines of the University Park Campus, USC Village and the Health Sciences Campus.

All other security officials working at the University are not authorized to make arrests OR may make citizen arrests.

**WORKING RELATIONSHIP WITH LOCAL, STATE, AND FEDERAL LAW ENFORCEMENT AGENCIES**

The Department of Public Safety has adopted and signed a Memorandum of Understanding (MOU) with the LAPD. The MOU promotes collaboration between DPS and the LAPD and enhances the reporting, response and investigation of crime. The MOU also promotes compliance with numerous state and federal laws, including Education Codes 67380, 67381 and 67383.

The goals of the MOU are the following: **a)** to ensure that felonies committed on institutional property are promptly and effectively reported, investigated and prosecuted; **b)** to enhance communication, coordination and cooperation between DPS and the LAPD in providing services and assistance to members of the USC community who are victims or witnesses to crimes; and **c)** to enhance DPS’s ability to alert the campus community about incidents or crimes that require issuance of an Emergency Notification or Crime Alert.

The Department of Public Safety also collaborates with many other local, state and federal law enforcement agencies, including the Los Angeles Sheriff’s Department, California Exposition Park Department of Public Safety and the Federal Bureau of Investigation.

**COMPSTAT**

The Department of Public Safety and representatives from the Los Angeles Police Department, Los Angeles City Attorney’s Office, and other local law enforcement and security agencies meet weekly to discuss problems and crime trends in order to devise strategies and tactics to solve problems, reduce crime, and improve quality of life in the surrounding USC community. These agencies rely in part on COMPSTAT, a multilayered dynamic approach utilized for crime reduction, quality of life improvement, and personnel and resource management.

COMPSTAT employs geographic information systems to map crime, identify problem areas, and assist in deployment of resources where they are needed.

**PATROL AND RESPONSE AREA**

The Department of Public Safety’s **patrol and response** jurisdiction extends beyond the immediate boundaries of the University Park Campus, USC Village and the Health Sciences Campus. The geographical patrol and response areas for DPS are depicted on detailed maps which can be accessed by visiting: [https://dps.usc.edu/patrol/](https://dps.usc.edu/patrol/).
As a result, DPS is able to better serve the USC community by responding to calls for service within this wider geographical area. The University relies on the close relationship between DPS and the LAPD to provide services to USC community members within this expanded service area.

Clery Act crimes which occur in the extended patrol and response areas and reported to DPS are not reported in the ASFSR per the requirements of the Clery Act but are reflected on the Daily Crime & Fire Log which can be located by visiting: http://dps.usc.edu/alerts/log/.

MONITORING AND RECORDING OF CRIMINAL ACTIVITY

USC’s Department of Public Safety works in conjunction with the Los Angeles Police Department (LAPD) to monitor criminal activity both on-campus and at locations within DPS’ patrol and response areas for the University Park, USC Village and Health Sciences campuses. The following programs and crime reduction efforts demonstrate USC’s commitment to providing a safe environment for members of the campus community.

MONITORING OF USC STUDENT ORGANIZATIONS AT OFF-CAMPUS LOCATIONS

DPS does not routinely provide law enforcement services to off-campus locations owned, managed, or otherwise controlled by student organizations. Criminal activity occurring at off-campus locations would normally be reported to the local law enforcement agency, which is the Los Angeles Police department (LAPD) for the University Park Campus (UPC) and the Health Sciences Campus (HSC). While DPS relies on its close working relationship with the LAPD and other law enforcement agencies to receive information about crime and incidents, DPS does not have an agreement to monitor criminal activity at off-campus locations.

If DPS learns of criminal activity involving USC students or student organizations, it will coordinate with appropriate external law enforcement agencies to forward information about the situation to the office of Student Judicial Affairs and Community Standards (SJACS), the Office for Equity, Equal Opportunity & Title IX, and campus support resources.

The University requires all recognized student organizations to abide by federal, state and local laws and University policies. The University may become involved in the off-campus conduct of recognized student organizations when such conduct is determined to interfere with the University’s mission or adversely affect members of the USC campus community.

DAILY CRIME AND FIRE LOG

The Department of Public Safety publishes its Daily Crime and Fire Log (DCFL) online at https://dps.usc.edu/alerts/log/. The DCFL contains the information entered by DPS dispatchers into its dispatch system following receipt of a call to DPS for service, and includes: the date the call was received, the date and time of any incident reported, the location of the incident reported, the resulting action(s) by DPS officers or LAPD officers, a brief description of the incident or fire reported, and the disposition of the report to the extent it can be ascertained. Limited information may be temporarily withheld from the Daily Crime and Fire Log if, in consultation with the LAPD, DPS personnel determine by clear and convincing evidence that the release of the information would jeopardize an ongoing investigation or the safety of an individual, would cause a suspect to flee or evade detection, or would result in the destruction of evidence. The University’s Annual Security & Fire Safety Report is different from the Daily Crime and Fire Log in that the ASFSR reflects crime statistics concerning Clery Act crimes which occurred on defined Clery geography, rather than specific incident information concerning matters reported to DPS.
The Daily Crime and Fire Log reflects all incidents, which occurred both on and off campus, that are reported to DPS within the 60-day period immediately preceding the date on which the DCFL is published. The Daily Crime and Fire Log is updated by DPS personnel each business day with information concerning reports of crime or fires made to DPS the prior day. Reports received on weekends and University holidays are recorded in the log on the next business day. Entries made on the log within the last sixty days are updated as new information becomes available. Portions of the Daily Crime and Fire Log older than 60 days will be made available to the public within two business days of a request.

SUPPLEMENTAL CRIME LOG

USC has posted a supplemental daily crime log reflecting the historical Tyndall-related reports of alleged crimes that are included in this annual security report. As the University continues to update the 2018 statistics, we will update the supplemental crime log over the coming year. The supplemental log can be found at: https://dps.usc.edu/alerts/supplemental-daily-crime-log/.

CRIME REDUCTION AND PREVENTION INITIATIVES

PHYSICAL SECURITY PROGRAM

As part of the Department of Public Safety’s efforts to leverage technology and suppress criminal activity, in 2006 DPS launched the “Minimizing the Spaces” initiative, which resulted in the installation of 5 surveillance cameras and 2 license plate recognition cameras. Due to the success of the initiative, the Department of Public Safety added additional surveillance cameras and license plate recognition cameras in subsequent years on the campus proper and throughout the DPS patrol and response area. As of 2016, DPS has operated video surveillance cameras and license plate recognition cameras as part of its coordinated crime prevention efforts. The University’s goal in employing this security technology is to monitor potential criminal activity on-campus and to document crime for the purpose of assisting local law enforcement with prosecutions.

MONITORING OF SOCIAL MEDIA

In 2016, the Department of Public Safety added a social media monitoring piece to its technology platform and is used to suppress crime and to address quality of life concerns in the campus community and surrounding neighborhoods.

SECURITY AMBASSADORS

There are approximately 78 Security Ambassadors posted at USC each day. Approximately 40 Security Ambassadors are posted each day at off-campus locations, primarily to sidewalks and intersections traveled by a majority of students, faculty, and staff. Approximately 16 Security Ambassadors are posted each day to the perimeter of the UPC campus, and 5 are posted daily to the interior of the UPC campus. Security Ambassadors wear bright yellow and cardinal colored jackets or bright yellow polo shirts. Security Ambassadors carry radios and are instructed to contact their direct supervisor and DPS in the event they observe a crime, a crime is reported to them, or they observe suspicious or unusual behavior.

LAPD-USC/DPS UNIVERSITY PARK TASK FORCE

The University Park Task Force (UPTF) is comprised of DPS personnel and Los Angeles Police Department officers who are assigned exclusively to the USC campus community to address crime and quality of life issues. The UPTF utilizes crime-related intelligence, crime data, and crime analysis to more effectively deal with crime impacting the USC community and to deploy resources.
**USC SAFE ZONE**

The USC DPS patrol and response areas have been designated by the City Attorney’s Office as a “Safe Zone” in order to assist in the effort to follow up on arrests and citations resulting from UPTF and DPS activities. The Safe Zone designation provides for enhanced sentencing and penalties for those arrested and convicted of crimes committed within its boundaries. A dedicated Deputy City Attorney and Neighborhood Prosecutor contribute to USC’s ability to prevent, combat, and suppress crime within its patrol and response area.

**USC UPC PERIMETER SECURITY**

The University and DPS, in coordination with contract security personnel, work to maintain UPC campus perimeter security by positioning unarmed security personnel at the entry points to campus between the hours of 9 p.m. and 6 a.m., seven days a week. At the entry points, security officers screen individuals entering campus, allowing entry only to those who articulate a legitimate reason to be on campus during those hours and who otherwise do not present as a threat to the campus community. Additionally, guests of students are required to register in advance of entering onto the campus, and their identifications are also checked, verified, and logged. The implementation of this program, along with the security measures implemented in the fall of 2013 by USC on-campus housing, has helped to reduce crime.

**CRIME ANALYSIS AND INTELLIGENCE UNIT**

The Crime Analysis and Intelligence Unit analyzes and prepares weekly statistical data concerning crime trends and similar safety issues. The Crime Analysis and Intelligence Unit collaborates with the Los Angeles Police Department’s Real-time Analysis and Critical Response (RACR) Division, as well as with other colleges and universities, to identify and share information concerning certain crimes and crime suspects.
AFTER-HOURS GUEST REGISTRATION
To enhance the safety of USC students, faculty and staff on campus, DPS restricts access to campus nightly between 9 p.m. and 6 a.m. Guests are welcome after 9 p.m., provided they notify DPS of their arrival. For additional information about registering your guests, please visit https://visitor.usc.edu/. A map of entrances open after public closure hours is available at https://web-app.usc.edu/maps/.

COMMUNITY RELATIONS OFFICE (CRO)
The Community Relations Office was created by Chief John Thomas in 2016 with the intent to build strong and positive partnerships between the University of Southern California’s Department of Public Safety (DPS) and the communities surrounding both the University Park (UPC) and Health Sciences Campus (HSC). The Community Relations Office builds and maintains relationships with USC’s neighbors, makes University resources available to the community and works with student organizations on community service and numerous volunteer opportunities. If you have any comments or questions, please email us at: CRO@dps.usc.edu.

EMERGENCY TELEPHONES
Blue light emergency phones are located throughout the University Park and Health Sciences campuses. The phones are connected to the Department of Public Safety’s 24-hour communications center and identify the location of the phone used to place a call should the caller be unable to talk. The phones can be used to request an escort and to report suspicious activity and crimes. A downloadable map of the blue light emergency phones can be found at https://web-app.usc.edu/maps/.

CONNECT WITH THE DEPARTMENT OF PUBLIC SAFETY ON SOCIAL MEDIA
Follow us on social media to see USC Department of Public Safety updates, safety/crime prevention tips, and relevant information. Visit https://dps.usc.edu/get-connected/ for more information.

SOUTHERN CALIFORNIA REGIONAL COLLEGE CAMPUS CRIME CONSORTIUM
DPS is a member of the Southern California Regional College Campus Crime Consortium. The consortium consists of representatives from college and University campus public safety departments throughout the region and local law enforcement. Members share intelligence, collaborate regarding crime trend analysis, meet to discuss crime issues impacting regional colleges and universities, develop plans to share and organize crime reduction efforts, and work in concert to effectively address recidivist criminals operating primarily on college campuses.

USC GOOD NEIGHBORS CAMPAIGN
Every person who works at USC has a tremendous stake in the surrounding community both financially and morally. The USC Good Neighbors Campaign, created in 1993, provides financial support to University-community partnerships involving collaboration between USC faculty and staff and local nonprofit organizations and has a visible, positive impact on the neighborhoods surrounding the University Park and Health Sciences campuses. As employees of this University, we want USC as well as its surrounding neighborhoods to be healthy, safe and prosperous, and the USC Good Neighbors Campaign shows our commitment to making a difference.
With the belief that addressing today’s complex concerns for public safety requires a whole community approach, the USC Price School of Public Policy launched the Safe Communities Institute (SCI), bringing together leaders in public safety for a unique multi-disciplinary training and educational program. The Safe Communities Institute is a revitalization of the Delinquency Control Institute, which was founded at USC in 1946 as a training program for law enforcement. It ran until 2010, when the process was begun to revamp the program to better reflect the challenges that communities face in an interconnected world.

In addition to local law enforcement leaders, SCI involves professionals from the fire department, highway patrol, homeland security, public health, corrections, probation, transit, mental health, school police and other organizations to create a comprehensive approach to public safety.

**CRIME PREVENTION AND SECURITY AWARENESS PROGRAMMING**

The Department of Public Safety uses a variety of methods and programs designed to educate USC community members strategies for enhancing community safety and to involve law enforcement and security resources when needed. DPS programs are, in some instances, scheduled throughout the year at the request of campus and outside USC community members, and in other instances, as part of routine University programming. Following is a representative list of these programs:

**WHAT TO DO IN THE EVENT OF AN ACTIVE SHOOTER?**

Tailored for students, faculty and staff, this one-hour active shooter training addresses what to do in the event of an active shooter on campus and discusses the options of “Run, Hide or Fight.” For more information contact the DPS training coordinator, Sergeant Ralph Roseli, at (213) 740-6419 or by email at rroseli@dps.usc.edu.

**RESIDENTIAL HALL SAFETY LIAISONS**

Each residence hall at USC has an assigned Public Safety Officer who is available to address safety issues. Officers can facilitate discussions or lead presentations on subjects including theft prevention, after-hours precautions, or safety at parties and social gatherings. Officers can also assist with bicycle registration and provide information about University resources. For more information, call us at (213) 821-6690.

The Residence Hall Safety Liaisons Coordinator is Elizabeth Carreño-Diaz, who can be reached at the Department of Public Safety Office (213) 740-2489, Mobile (213) 422-0450. For more information visit: [https://dps.usc.edu/community-relations/](https://dps.usc.edu/community-relations/)
OPERATION ID

DPS encourages everyone to mark his/her property and to keep a record of it in case it is stolen. The Operation ID program offers anyone in the campus community the opportunity to have personal property engraved by and registered with the department.

ORIENTATION PROGRAMS

DPS personnel attend new student orientation programs to provide crime awareness and safety information to newcomers to the University. DPS also conducts programming for parents in order to provide them the opportunity to become familiar with DPS, to learn more about the USC community and the City of Los Angeles, and to address concerns and questions they may have.

PERSONAL SAFETY PROGRAMS

DPS will arrange for interested individuals and groups to participate in personal safety and security programs presented by a trained crime prevention officer. Topics include general theft prevention, auto related crimes, consumer fraud/scams, rape and sexual assault prevention, and self-defense techniques.

RAPE AGGRESSION DEFENSE (RAD) TRAINING

RAD is a unique crime prevention program available for women and men which focus on safety and self-defense techniques. For more information visit: https://dps.usc.edu/services/self-defense/.

ROBBERY PREVENTION PROCEDURES

The Robbery Prevention Procedures program is designed for departments and offices that handle cash. This program focuses on employee and customer safety and includes crime prevention information and procedures to follow in the event of a robbery.

RESIDENT ASSISTANT SECURITY TRAINING PROGRAM

Each fall, DPS provides specialized security training for new and returning resident assistants. This training aims to help resident assistants develop knowledge and tools they may use to facilitate their own basic crime prevention discussions with students living in the residence halls.

SEE SOMETHING, SAY SOMETHING

See Something, Say Something is a simple and effective campaign designed to raise public awareness of indicators of terrorism and terrorism-related crime, and to emphasize the importance of reporting suspicious activity to the proper local law enforcement and campus authorities.

SAFETY AND SECURITY, A SHARED RESPONSIBILITY

Safety and Security is a program that facilitates an ongoing partnership between the Department of Public Safety, University officials and students. The program aims to raise safety and security awareness, to encourage students to take ownership of their safety, and to assist in reducing fear of crime.
TROJAN SAFETY 101

Trojan Safety 101 is an American Video Association Gold Award winning video presentation highlighting some of the major safety issues that can arise on a college campus. DPS uses this nine-minute short film to raise awareness during new student orientations. For more information on educational programming visit the DPS website at: https://dps.usc.edu/.

OTHER SERVICES PROVIDED BY DPS

Bicycle Registration – Bicycle registration is required under California law and University policy. The registration process is outlined at http://dps.usc.edu/services/bikes/. Following submission of the online registration form, registrants may pick up their license decal on the following business day at the Department of Public Safety station. Registrants must bring their USC identification and a copy of their registration receipt issued to them by email to retrieve a decal.

Lost & Found – DPS operates the University’s centralized lost and found service. Found items are kept for a total of 100 days from the date the Department of Public Safety first receives them. Those wishing to report a lost item may call (213) 740-9759 at UPC or (323) 442-1200 at HSC. One may also access the Department of Public Safety’s Lost and Found web tool by using the search engine located at http://dps.usc.edu/services/lost-and-found/. Contact Lost and Found if unsure about an item.

LIVESAFE MOBILE APP

LiveSafe, managed by the USC Department of Public Safety and the USC Department of Emergency Planning, is a free downloadable app that mobile users can use to initiate contact with emergency responders around the University Park, USC Village and Health Science campuses. Features include:

- Immediate “push button” calls to either the Department of Public Safety or 9-1-1 for immediate response during an emergency
- Anonymous messaging for reporting suspicious activity, crimes in progress, or any safety concerns
- Location services for friends or family to monitor your progress to a destination

DOWNLOAD

1. Download the “LiveSafe” app from the Apple App Store or Google Play.
2. Create a user profile to log in.
3. Select “University of Southern California” as your school.
TROJANSALERT

TrojansAlert is an emergency notification system that allows University officials to contact you during an emergency by sending messages via text message and email. When an emergency occurs, authorized USC senders will instantly notify you with real-time updates, instructions on where to go, what to do (or what not to do), whom to contact and other important information.

New students will be automatically registered for TrojansAlert at the beginning of their first semester.

New staff and faculty will be automatically registered for TrojansAlert upon hire.

Other members of the USC community, including parents and regular visitors to campus, are strongly encouraged to sign up for TrojansAlert. For account updates, account cancellations, or any other inquiries, please send an email to trojansalert@dps.usc.edu. In your message, please include your full name, email and/or telephone number through which you are currently receiving alerts.
ACCURATE AND PROMPT REPORTING OF CRIME

REPORTING CRIMES AND OTHER EMERGENCIES

Reporting a crime to law enforcement is essential to the apprehension and arrest of criminals and serial perpetrators. The odds of making an arrest decrease quickly with the passage of time. If you are the victim of a crime, or a witness to a crime, immediately go to a safe place and then call DPS if the incident occurred on-campus (or 911 if the incident occurred off-campus). Stay on the line with the dispatcher and tell them everything you can remember about the suspect (his/her clothing and appearance, physical description, vehicle, direction of travel, and anything else that may be helpful to police in their effort to apprehend the suspect). Reporting crimes to law enforcement decreases the likelihood that the crime will happen again and assists the Department of Public Safety track crime and related trends to develop specific ways to combat crime.

If you are the victim of, or a witness, to a crime, USC strongly encourages you to promptly report the matter to the Department of Public Safety by dialing the following number(s): In an emergency (213) 740-4321 or in a non-emergency situation (213) 740-6000 for the UPC campus or call (323) 442-1200 for the HSC campus. If you are in immediate danger when you are not on-campus, you can contact the appropriate local police agency by dialing 911. Keep the emergency numbers in this report handy and add the appropriate numbers to your smartphone contacts list.

REPORTING OPTIONS FOR STUDENTS, FACULTY, AND STAFF

The University of Southern California encourages the prompt reporting of all crime to law enforcement by any of the following means:

1. **UPC** - The Department of Public Safety on the University Park Campus is located at 3667 South McClintock Avenue, Los Angeles, California 90089. In the event of an emergency, call DPS at (213) 740-4321 or in a non-emergency situation, at (213) 740-6000 to make arrangements to meet with an officer to complete a report.

2. **USC Village** - The Department of Public Safety maintains a sub-station at USC Village which is located at 3131 South Hoover Street, Suite 1300, Los Angeles, California 90007. In the event of an emergency call (213) 740-4321. The front desk at the USC Village sub-station can be reached at (213) 821-6677.

3. **HSC** - The Department of Public Safety on the Health Sciences Campus is located at 2001 N. Soto Street, Los Angeles, CA 90032. In the event of an emergency call (323) 442-1000 or in a non-emergency situation call (323) 442-1200 and make arrangements to meet with an officer to complete a report.

4. **LiveSafe Mobile Safety App** - The USC Trojan Mobile Safety App, managed by the Department of Public Safety and the USC Department of Emergency Planning, is a free downloadable app that mobile users can use to quickly communicate with emergency responders around the University Park and Health Science campuses. The app allows users to report crime tips and access a safety map and has emergency contact options. The app is powered by LiveSafe, Inc. and has versions for iPhone and Android devices. For more information and instructions on how to download the app visit: http://dps.usc.edu/services/safety-app/.

5. **Blue Light Emergency Telephones** - Blue light emergency phones are located throughout the University Park campus, USC Village and Health Sciences campus. The phones are connected to the Department of Public Safety’s 24-hour communications center and identify the location of a phone used to place a call should the caller be unable to talk. The phones can be used to request an escort and to report suspicious activity and or crimes.
6. The Los Angeles Police Department (LAPD):

- You can contact the LAPD by calling 911 in an emergency, or 877-ASK-LAPD for non-emergencies.
- You can TEXT-A-TIP to provide anonymous tips, text CRIMES (274637) on your cell phone and begin the message with the letters LAPD.
- You can submit an anonymous tip anytime, anywhere, 24 hours a day, 7 days a week, by phone 800-222-TIPS (800-222-8477).

For additional information regarding reporting to the LAPD visit: http://www.lapdonline.org/report_a_crime.

7. Crime Stoppers - USC participates in the Los Angeles Regional Crime Stoppers program, which allows tipsters to anonymously alert police to a crime or incident using a phone, computer, or mobile application. If a person wants to report a crime through Crime Stoppers, they may do so by any of the following:

- Sending a text message to CRIMES (274637) and typing the word “TIPLA” into the body of the message.
- Submitting an online web tip to Los Angeles Regional Crime Stoppers through http://www.lapdonline.org/la_regional_crime_stoppers.
- Submitting a tip through the mobile application LiveSafe (Trojan Mobile Safety App) for Androids and iPhones. The application is free and allows for GPS location.
- Calling 1-800-222-8477. LAPD’s phone lines for this service are encrypted, and no phone calls are recorded.

All tips submitted through Crime Stoppers are anonymous. Callers whose tips lead to an arrest or filing of a criminal charge may be eligible to receive a cash reward.
The University encourages anyone who has experienced Prohibited Conduct to report it directly to the Vice President (VP) for EEO-TIX or the Office for Equity, Equal Opportunity, and Title IX (EEO-TIX Office). Prohibited Conduct is an umbrella term that includes Harassment and Discrimination based on Protected Characteristics; Sexual Assault; Dating Violence; Domestic Violence; Stalking; Nonconsensual Viewing, Recording, and Dissemination; Exposure; Complicity; Violation of a University Directive; and Retaliation, all of which are defined in the University’s Policy on Prohibited Harassment, Discrimination, and Retaliation (Title IX Policy). Any individual may make a report of Prohibited Conduct under the University’s Title IX Policy regardless of affiliation with the University and regardless of whether the individual reporting is the individual alleged to be the subject of the conduct. Reports can be made in person, by mail, by telephone, or by electronic mail, or by any other means that results in the VP for EEO-TIX receiving the verbal or written report. A report may be made at any time (including during non-business hours) using the telephone number, email address, or office mailing address for the VP for EEO-TIX, listed below:

Catherine Spear  
Vice President for Equity, Equal Opportunity, and Title IX and Title IX Coordinator  
Office for Equity, Equal Opportunity, and Title IX  
USC Credit Union Building  
3720 South Flower Street, 2nd Floor  
Los Angeles, CA 90089-0704  
213-740-5086  
http://eeotix.usc.edu  
Email: eeotix@usc.edu or vpeotix@usc.edu

When the University receives a report of Prohibited Conduct, the University will offer supportive measures to the Reporting Party (the individual reported to have experienced the Prohibited Conduct), inform the Reporting Party of the availability of supportive measures with or without the filing of a Formal Complaint (which initiates either an investigation and Formal Resolution process or an Alternative Resolution Process), and explain to the Reporting Party the process for filing a Formal Complaint. The University will consider the Reporting Party’s wishes with respect to supportive measures and seek to respect a Reporting Party’s autonomy in making the determination regarding how to proceed. In limited circumstances, the VP for EEO-TIX may file a Formal Complaint initiating an investigation into reported conduct.

In response to every report of Prohibited Conduct, a Reporting Party will receive written information about resources, procedural options for alternative and formal resolution, reasonably available supportive measures and the process for requesting and obtaining those supportive measures, the range of disciplinary sanctions available upon a finding of responsibility for violating the Title IX Policy, the prohibition against retaliation, and the available mechanisms to report concerns of retaliation. The written information will also include
information about campus and community resources and services, including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other available services. This written information will also include a notification about the process for seeking disability-based accommodations, academic adjustments, and/or auxiliary aids under Section 504 of the Rehabilitation Act and/or other applicable federal, state, or local laws. For more information visit: https://eeotix.usc.edu/.

COORDINATION WITH LAW ENFORCEMENT

A Reporting Party has the right to report, or decline to report, potential criminal conduct to law enforcement. Upon request, the University will assist a Reporting Party in contacting law enforcement at any time. Under limited circumstances where there is a threat to the health or safety of any University community member, the University may independently notify law enforcement. An individual may make a report to the University, to law enforcement, to neither, or to both. The University’s resolution process and law enforcement investigations may be pursued simultaneously, but will operate independently of one another. The University will, when appropriate, coordinate information with law enforcement if law enforcement is notified. The University, upon request, may also temporarily pause its investigation to allow preliminary fact gathering by law enforcement.

TIME FRAME FOR REPORTING

Reporting Parties and witnesses are encouraged to report Prohibited Conduct as soon as possible in order to maximize the University’s ability to respond promptly and effectively. Although the University does not limit the timeframe for reporting, the passage of time may impact or limit the University’s jurisdiction and/or ability to gather relevant evidence that may be lost due to the passage of time. Depending on the relationship of the Respondent to the University, the University also may not have the authority to impose disciplinary action; this may occur when a student Respondent has graduated or an employee Respondent is no longer employed by the University. If the Respondent is no longer affiliated with the University, the University will still provide reasonably available supportive measures to the Reporting Party, assist the Reporting Party in identifying external reporting options, and may take other appropriate action to address the reported conduct.
REPORTING RESPONSIBILITIES OF UNIVERSITY EMPLOYEES (STAFF AND FACULTY)

Designated University employees are required to report Prohibited Conduct to the VP for EEO-TIX to ensure that the University has a comprehensive process for centralized reporting and responding appropriately to notice of sex discrimination. Employees with reporting responsibilities include: faculty, academic advisors, and staff employees, including student employees who hold supervisory positions. In addition, teaching assistants, research assistants, and residential assistants, although not employees, are required to report Prohibited Conduct to the VP for EEO-TIX. A designated employee who is informed of a report of Prohibited Conduct is required to immediately share the report with the VP for EEO-TIX. This duty applies no matter how the information is learned, whether from direct report from a Reporting Party, from social media, or from a concerned third party. The failure by a designated employee to make a timely report of Prohibited Conduct may subject the employee to discipline, up to and including termination and notation in their personnel file.

In addition, all University supervisors are required to promptly inform the VP for EEO-TIX after completing an employee’s performance evaluation, if the evaluation reveals that: 1) an oral or written report or complaint of sex discrimination was provided to the supervisor, or 2) information arises during the performance evaluation that suggests possible sex discrimination by the employee. Further, the supervisor must document this information in the employee’s personnel file. The failure to take the foregoing actions may subject the supervisor to discipline, up to and including termination, or other personnel action.

ANONYMOUS REPORTS

An individual may anonymously report Prohibited Conduct to the University by contacting the VP for EEO-TIX or the EEO-TIX Office. Providing personally identifiable information is not required to make a report. Depending on the amount of information available about the incident and/or the individuals involved, the University’s ability to respond to an anonymous report may be limited.

Anonymous reports to the University regarding students can also be made using the Trojans Care 4 Trojans (TC4T) electronic reporting form or by texting 274637 (start the message with TC4T followed by a space). TC4T is an anonymous reporting system that allows any individual to complete an online report regarding a student of concern. Once submitted, the report is automatically sent to Campus Support & Intervention for response and intervention. Campus Support & Intervention will route any report of Prohibited Conduct to the VP for EEO-TIX. Information regarding the TC4T report and how to access the online form is available at https://uscsa.usc.edu/trojans-care-4-trojans/. The TC4T form is not intended to be used as a reporting mechanism for faculty and staff employees with reporting responsibilities who are mandated to report all potential Prohibited Conduct to the VP for EEO-TIX.

Anonymous reports can also be made to the Department of Public Safety through the LiveSafe mobile safety app, by contacting the USC Help and Hotline at 213-740-2500 (staffed by live operators 24 hours a day, 7 days a week) or by visiting https://dps.usc.edu/feedback/anonymous-employee-complaint-form/, an online reporting site maintained by a third-party company for the purpose of gathering information regarding compliance and ethics concerns.
REPORTS TO GOVERNMENT AGENCIES

Individuals who believe they have been subjected to discrimination, harassment, sexual harassment, sexual assault, sexual misconduct, or retaliation may file a complaint with the relevant government agency, including:

San Francisco Office for Civil Rights (OCR)
- U.S. Department of Education
  50 United Nations Plaza Mail Box 1200, Room 1545
  San Francisco, CA 94102
- Telephone: 415-486-5555; Facsimile: 415-486-5570; TDD: 800-877-8339
- ocr.sanfrancisco@ed.gov

California Department of Fair Employment and Housing (DFEH)
- contact.center@dfeh.ca.gov
- 1-800-884-1684; TTY 1-800-700-2320; www.dfeh.ca.gov

United States Equal Employment Opportunity Commission
- 1-800-669-4000; TTY 1-800-669-6820; www.eeoc.gov

Any person who believes that the University as a federal contractor has violated nondiscrimination or affirmative action obligations may contact the Office of Federal Contract Compliance Programs (OFCCP) at 1-800-397-6251 (TTY: 1-202-693-1337).

REPORTS TO LAW ENFORCEMENT

Individuals who believe they have been subjected to criminal conduct may contact:

The Los Angeles Police Department
- 911 (for emergencies)
- 1-877-ASK-LAPD (24-hour, non-emergency number)

USC Department of Public Safety
- UPC: (213) 740-4321
- HSC: (323) 442-1000
- https://dps.usc.edu/

USC Village
- Emergency 213-740-4321
- Non-Emergency 213-740-6000
- Sub-Station 213-821-6677
PRIVACY AND CONFIDENTIALITY

The University is committed to protecting the privacy of all individuals involved in the reporting, investigation, and resolution of a report of Prohibited Conduct under the Title IX Policy. All employees who are involved in the University’s response to reports of Prohibited Conduct receive specific training and guidance about safeguarding private information in accordance with state and federal law. It is important to understand that privacy and confidentiality have distinct meanings.

Privacy refers to the discretion that will be exercised by the University in the course of any investigation or disciplinary processes under the Title IX Policy. Information related to a report of Prohibited Conduct will be handled discreetly and shared with a limited group of University officials who need to know in order to assist in the assessment, investigation, or resolution of the report and related issues. Taking into consideration the wishes of the Reporting Party, the University will make reasonable efforts to address and/or investigate reports of Prohibited Conduct. If the report proceeds to an investigation, information may be disclosed to participants as necessary to facilitate the thoroughness and integrity of the investigation. In all such proceedings, the University will maintain the privacy of the parties to the extent reasonably possible.

Confidentiality refers to the level of protection that must be applied to statutory protections provided to individuals who disclose information in legally-protected or -privileged relationships, including, for example, relationships with professional mental health counselors, medical professionals, attorneys, and ordained clergy (Confidential Resources). These Confidential Resources must maintain the confidentiality of communications disclosed within the scope of their provision of professional services. Information shared by an individual with a Confidential Resource, on campus or in the community, intended as a confidential communication, cannot be revealed to any other individual without the express permission of the individual seeking the services, unless there is an imminent threat of harm to self or others, or the conduct involves suspected abuse of a minor. When a report involves suspected abuse of a minor under the age of 18, these Confidential Resources are required by state law to notify child protective services and/or local law enforcement.

Similarly, California law requires medical providers to notify law enforcement when providing care to an individual with an injury suspected to be caused by assaultive or abusive conduct. Similarly, medical and counseling records cannot be released without the individual's written permission or unless permitted or required consistent with ethical or legal obligations. Individuals who wish to seek confidential assistance may do so by speaking with a Confidential Resource.
CONFIDENTIAL RESOURCES ON CAMPUS AND IN THE COMMUNITY INCLUDE:

Relationship and Sexual Violence Prevention and Services (RSVP) Provides direct support to Reporting Parties, including crisis appointments, group therapy, discussions of reporting options, and support surrounding academic accommodations.

- [https://studenthealth.usc.edu/sexual-assault/](https://studenthealth.usc.edu/sexual-assault/)
- USC Student Health's Engemann Student Health Center Suite 365
- (213) 740-9355 (WELL)

Counseling and Mental Health Provides counseling and support for students, including direct support to both Reporting Parties and Respondents

- [https://studenthealth.usc.edu/counseling/](https://studenthealth.usc.edu/counseling/)
- (213) 740-9355

Center for Work and Family Life for employees

- [https://employees.usc.edu/work-family-life/](https://employees.usc.edu/work-family-life/)
- (213) 821-0800

PRIVATE UNIVERSITY RESOURCES ON CAMPUS AND IN THE COMMUNITY INCLUDE:

Office for Equity, Equal Opportunity, and Title IX

- USC Credit Union Building
  3720 South Flower Street, 2nd Floor
  Los Angeles, CA 90089-0704
- 213-740-5086
- [http://eeotix.usc.edu](http://eeotix.usc.edu)

Department of Public Safety

- [https://dps.usc.edu/](https://dps.usc.edu/)
- UPC: (213) 740-6000
- (24-hour, non-emergency number)
- HSC: (323) 442-1200 (24-hour, non-emergency number)

Campus Support & Intervention - In consultation with the VP for EEO-TIX, provides direct support to Reporting Parties, Respondents, or other students who are involved in reports of Prohibited Conduct. This support includes Avoidance of Contact Directives; help with accommodations; help with taking a voluntary leave of absence from the University; and connecting to other available support services and resources. [https://campussupport.usc.edu/](https://campussupport.usc.edu/)
MTD ORDER REPORTING OF CRIMES

1. Child Abuse and Neglect Reporting Act (CANRA)
   In accordance with USC policy, all USC employees, regardless of “mandated reporter” status, are required to report any known or suspected abuse or neglect relating to children. See USC’s Protecting Minors policy for more information at https://policy.usc.edu/protecting-minors/. Under USC policy, two reports must be made in cases involving minors:

   First, an immediate report must be made to USC’s Department of Public Safety (DPS) (213) 740-4321 (emergency) or (213) 740-6000. (For health care practitioners and licensed counselors, see page 2.).

   The second report must be made to the Department of Children and Family Services Child Protection Hotline at (800) 540-4000.

   For more information on mandated reports visit: https://policy.usc.edu/mandated-reporters/

2. Dependent and Elder Abuse
   In accordance with USC policy, the following employees are required to report dependent and elder abuse.

   • Any employee (including support staff and maintenance staff) working in any facility that provides any elder or dependent care services
   • Any employee providing direct health care or social services to an elder or dependent adult
   • Health care practitioners
   • Clergy

   The appropriate reporting agency for elder and dependent adult abuse depends on the location in which the abuse occurred, not the location in which it was discovered. After a report has been made using the procedures below, follow up and status updates may be obtained via the Adult Protective Services Mandated Reporter Hotline at (888) 202-4248.

Long-term care or adult day health care center

   • Immediately—Telephone report to the Long Term Care Ombudsman Program at (800) 334-9473.

Student Affairs - https://studentaffairs.usc.edu/

Residential Life - https://admission.usc.edu/live/residential-life/

Human Resources - In consultation with the VP for EEO-TIX, provides direct support to Reporting Parties, Respondents, or other employees who are involved in reports of Prohibited Conduct. This support includes Avoidance of Contact Directives; help with employment accommodations; help with taking a voluntary leave of absence from the University; and connecting to other available support services and resources. https://svphr.usc.edu/

Provost - https://www.provost.usc.edu/
3. Reporting by Campus Security Authorities

The Clery Act requires the University to disclose statistics concerning the occurrence of certain crimes that both occur within the University’s Clery geography and that are reported to designated campus security authorities (“CSAs”). The term “Campus Security Authorities” (CSAs) is a Clery Act specific term that encompasses certain groups of individuals responsible for alerting the University to certain criminal incidents reported to them.

Under the law, CSAs include any member of the Department of Public Safety; any individual who has responsibility for campus security, but who is not a member of the Department of Public Safety; any individual identified by the University as someone to whom a crime should be reported; and any University official who has significant responsibility for student and campus activities. Individuals with these job functions or who have been designated as CSAs receive annual training on mandatory reporting obligations. Any CSA who receives a report of a crime will assist the victim with notifying law enforcement authorities if the victim so chooses.

Examples of the University’s CSAs include, but are not limited to, the following:

- Department of Public Safety personnel (Chief of Police, Operations Chief, Assistant Chief, Watch Commanders, Command Staff, Public Safety Officers, Community Service Officers, Records Manager, Crime Analysts, Clery Coordinator)
- External security staff (e.g. CSC personnel (Yellow Jackets) and Staff Pro personnel)
- Student Affairs Council members
- Director of Student Judicial Affairs and Community Standards and staff
- Title IX Coordinator and staff
- Clery Coordinator and staff
- Resident assistants, residence coordinators, assistant directors, and faculty in residence
- Athletic department coaches, trainers and directors
- Directors and Assistant Directors
- Deans and Assistant Deans
A designated CSA generally is not required to disclose to the Department of Public Safety information that would identify a victim of a crime who wishes to remain confidential. However, CSAs are required to immediately notify the department of all incidents reported to them or of which they become aware, including confidential reports, so that DPS may determine whether it should consider issuing a Crime Alert or Emergency Notification, and if it should include the statistics in the ASFSR.

If a victim of, or witness to a crime, decides to report a crime but prefers to remain anonymous, does not consent to disclosure of their identity, the reporting party may confidentially report the crime to a University CSA. To accomplish the confidential reporting, the CSA must complete an online Campus Security Authority Crime Incident Report (CSACIR), available on the DPS website under the tab “Contact Us” and the sub tab “Report a Crime,” or by visiting: https://dps.usc.edu/contact/report/.

The CSACIR form does not require personally identifiable information to file a report and record the crime. In the event any CSACIR form reflects a gender based or discriminatory crime under Title IX, the report is also forwarded to USC’s Title IX Coordinator. USC will maintain confidentiality under this framework to the extent permissible under the law, subject to the requirements of Title IX. However, pursuant to the Memorandum of Understanding between the University and the Los Angeles Police Department, reports of crime made to DPS require that DPS immediately report those incidents to the LAPD, which may decide to investigate the crime.

Professional counselors and pastoral counselors acting in their professional roles are not designated as CSAs, and the Clery Act specifically exempts them from the responsibility of reporting criminal incidents disclosed to them. It is the University’s practice to encourage pastoral and professional counselors, if and when they deem it appropriate, to inform the persons they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in this Report.

If a person reports a crime to a CSA, the CSA will complete an online Campus Security Authority Crime Incident (CSACIR) form which is located on the DPS website at http://dps.usc.edu/contact/report/. When a CSACIR form is completed it is automatically emailed to the Clery Compliance Coordinator. Crime reports made on the CSACIR are used by DPS to prepare statistics for inclusion in this report and in some instances, to alert the community to an ongoing criminal danger.

Personally identifying information of the victim, reporting party or perpetrator is not required to complete a CSACIR report. The only information required in a CSACIR report
The online confidential report can be located on the Department of Public Safety website at: http://dps.usc.edu/contact/report/.

4. Campus Security Authority Reporting of Sexual Offenses
All University personnel who are CSAs, including resident assistants, are required to notify the Department of Public Safety and the Title IX Coordinator upon receiving a report of sexual assault and other Clery Act offenses. While the University recognizes a survivor may wish to preserve their privacy after a traumatic experience, it should be understood that the University has a responsibility to maintain the safety of the campus as a whole. Where circumstances exist that are deemed a danger to the University community at large, pertinent details about a sexual assault may be publicly released in an effort to help avoid further incidents. Further, the Clery Act mandates the annual disclosure of statistics of sexual assaults known to have occurred within certain geographical areas and reported to campus security authorities or local law enforcement.

Personally identifiable information about reporting parties will not be included in any publicly available record-keeping or other information, including the reporting and disclosure of crime statistics or warnings to the campus community. The University protects the disclosure of personally identifying information in several ways. It adheres to the confidentiality requirements provided by the Federal Education Right to Privacy Act (FERPA). Under the Clery Act, publicly available records (e.g. the daily crime log, daily fire log, emergency notifications, and timely warnings) will not include any personally identifying information except when it is legally authorized and enhances campus community safety, for instance, a criminal suspect’s name or photograph.

The University urges all community members who are not CSAs to report any criminal incident to the Department of Public Safety or law enforcement for the geographical jurisdiction in which an incident occurs, particularly where a victim is unable to do so.
TIMELY WARNINGS/CRIME ALERTS & EMERGENCY NOTIFICATIONS

The Clery Act requires universities to issue a “timely warning” to the campus community regarding any Clery Act crime that is reported to campus security authorities (or to local law enforcement authorities where local law enforcement informs DPS of the incident); occurs within the University’s Clery geography; and is deemed to represent a serious or continuing threat to the University community. At USC, timely warnings are called “Crime Alerts.”

Clery Act also requires universities to immediately issue an “emergency notification” to the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus.

TIMELY WARNINGS/CRIME ALERTS

The Department of Public Safety (DPS) issues Crime Alerts for both on-campus, Clery Act crimes that pose a significant and on-going threat, and for crime events outside of Clery geography, but which pose a threat to the campus community. The decision whether to issue a Crime Alert is made on a case by case basis in light of all known circumstances surrounding a crime, including factors such as the nature of the crime reported, whether there exists a continuing danger to the campus community, and the possible risk of compromising law enforcement efforts. The process the University will follow when issuing or determining whether to issue a Crime Alert is simple and designed to expedite decision making and notification to the community.

Upon receiving a report that may result in issuance of a Crime Alert, DPS command staff will analyze the incident and consult, when appropriate, with the Los Angeles Police Department and other University departments (e.g. Student Affairs and or the University’s Title IX Coordinator, if the crime involves rape, sexual assault, domestic or dating violence, stalking or discrimination against a protected class.) This consultation is typically conducted in person or via telephone, email, or text messaging, and is undertaken for the purpose of discussing relevant facts, the level of threat to the community, whether a Crime Alert will be issued, and if so, the content of a Crime Alert. The Crime Alert will include information to promote safety and aid in the prevention of similar crimes. DPS typically issues Crime Alerts through mass email notification to all enrolled students, faculty, staff and others who have consented to receipt of such notifications. Based upon the specifics of the case and where relevant, DPS may post Crime Alerts on doors, buildings and in other areas. When a Crime Alert is issued, USC withholds the names of victims to preserve confidentiality. DPS will follow-up with notification of additional relevant information as it becomes available.

EMERGENCY NOTIFICATIONS

The Department of Public Safety and Fire Safety and Emergency Planning (OFSEP) receive information from offices and departments on-campus, local municipal law enforcement, e-mail and/or text messages, and other media sources. If DPS and/or OFSEP confirm that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of the USC campus, the University will, through DPS and/or OFSEP, without delay and taking into account the safety of the community, determine the content of an emergency notification and activate some or all of the systems described under the section titled Emergency Communication Delivery Systems below to communicate an appropriate warning (i.e. an “emergency notification”), unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or
to contain, respond to, or otherwise mitigate an emergency. In determining an appropriate communication, DPS
and/or OFSEP will take into account several factors, including, but not limited to, the building or segment of the
population threatened, the nature of the threat, and the credibility of the information.

Following issuance of a timely warning or emergency notification, the University will communicate updates and
revised health and/or safety guidance, as necessary, throughout the duration of the incident. Once emergency
conditions abate, the University will distribute a final notification confirming that emergency conditions have
abated. If necessary, additional health or safety instructions will accompany any final notification.

Anyone who believes they have information that may justify issuance of a Crime Alert or Emergency Notification
to the USC community should report that information to the Department of Public Safety by phone at
(213) 740-4321, or in person at the Department of Public Safety.

INFORMING THE CAMPUS COMMUNITY

CRIME ALERTS: The Department of Public Safety distributes Crime Alerts via e-mail and/or on- campus flyers
to notify students, faculty, and staff of crimes that represent a serious or continuing threat to the campus
community. Crime Alerts are different from Trojan Alerts in that they provide information on crimes that have
occurred on-campus or in the University’s patrol and response area.

USC WEB: In the event of a major emergency, updates and information about the status of the University will
be posted online at http://emergency.usc.edu in addition to updates via TrojansAlert. Backup Web servers are
available out of state if USC servers are incapacitated.

EMERGENCY INFORMATION LINE: USC community members may call the University’s emergency information
telephone line, (213) 740-9233, which provides information in the event of an emergency. The line can handle
1,400 simultaneous calls and has a backup system out of state.

BULLETINS: USC Public Relations publishes bulletins on the University home page to provide news about
emergency or safety-related situations (e.g., fires, hit-and-run accidents, hoaxes) that may or may not present an
immediate danger to the University community.

EMERGENCY COMMUNICATIONS DELIVERY SYSTEMS: TROJANSALERT

TrojansAlert is an emergency communication system used by USC to send emergency alerts, notifications, and
updates to cell phones (by text and voicemail), email accounts, PDA’s, landlines, and smart phone devices.
Through the TrojansAlert system, University officials contact registered members of the Trojan Family via text
message, voicemail, or e-mail to apprise them of the occurrences of emergency situations and to provide them
with related information updates. All members of the campus community are strongly encouraged to register for
this service at the Trojans Alert website: https://trojansalert.usc.edu/register.php.

TrojansAlerts can be initiated by the Senior Vice President, Administration; Associate Senior Vice President,
Administrative Operations; authorized Department of Public Safety personnel; and Director, Fire Safety and
Emergency Planning. TrojansAlert initiators are trained by Fire Safety and Emergency Planning and can select
alert content from among several pre-scripted messages that can be modified to suit the particular situation or
crime.
CONCUR LOCATE WHEN TRAVELING

USC business travelers can opt in to Concur Locate in order to receive real-time emergency notifications. When traveling on behalf of USC, you are required to submit your itinerary information for the purpose of duty of care. Your itinerary information is vital for establishing proactive outreach and providing protective services in a timely manner. Having this information enables USC to provide you with informational alerts regarding human- or weather-related incidents impacting travelers and assistance at all times.

If you book travel via the USC Travel Portal or with a Christopherson Business Travel (CBT) agent, your itinerary is added automatically to Concur Locate. If you find it necessary to book travel using commercial sites, you can submit itineraries for inclusion in Concur Locate by sending travel confirmations for air, hotels, etc., from your verified email address to plans@concur.com. You must do this for every itinerary booked outside of the USC Travel program. Travel arrangers may also email plans to plans@concur.com on behalf of a traveler. The arranger must include one of the traveler’s verified email addresses in the subject line or in the first line of the email. For more
VIOLENCE-FREE CAMPUS POLICY

The University’s goal is to enhance the safety of all USC campuses, facilities, activities, and events so that students, faculty, staff, patients and visitors can work, learn and receive health care in an environment free from violence and threats. This policy defines prohibited conduct and outlines reporting responsibilities should a concern for safety arise.

USC strictly prohibits violence, threats of violence, and any other behavior that jeopardizes or harms the safety of any USC campus, facility, activity, or event, or that raises a reasonable concern for the safety or wellbeing of students, faculty, staff, patients or visitors at a University campus or related facility or during University-sponsored activities or events.

“Violence” refers to any intentional or reckless act that physically harms people or property. “Threat of violence” refers to any verbal or physical conduct that conveys the intent to cause physical harm or to place someone in fear of physical harm.

Prohibited behavior includes, but is not limited to:

- Engaging in any act of violence toward a person or property
- Making a direct, indirect, or conditional threat of harm
- Engaging in any conduct, including aggression, intimidation, harassment, epithets, belligerence, and disruptive or erratic behavior, that has the purpose or effect of generating a reasonable concern for physical safety
- Damaging or destroying University property or equipment, or threatening such harm
- Engaging in stalking or aggressive pursuit
- Participating in, or encouraging, a fight
- Using any instrument to injure, threaten, or intimidate
- Using or possessing any firearm, explosive, or weapon of any kind, regardless of whether the person has a lawfully-issued permit to carry a concealed weapon (except for DPS or peace officers on duty)
- Using University resources to engage in threats or violence towards anyone

In the interest of protecting safety, USC reserves the right to address any behavior in addition to that described above whenever the conduct generates a reasonable concern for the safety or wellbeing of students, faculty, staff, patients, or visitors at a University campus or related facility or during University-sponsored activities or events.

Violation of this policy is considered to be serious misconduct and can lead to disciplinary and/or other appropriate responsive action, up to and including academic expulsion or termination of employment, in accordance with the provisions of the Faculty Handbook, Staff Disciplinary Practices policy, or the Student Code.
of Conduct. In addition, where appropriate, USC may pursue civil and/or criminal prosecution.

WHEN THIS POLICY APPLIES

This policy applies to students, faculty, staff, vendors, contractors, consultants, and all persons, whether or not affiliated with the University, who visit a USC campus or facility or conduct business with the University.

This policy applies to behavior occurring at any USC campus or facility, and off-campus during University-sponsored activities and events. In addition, this policy can apply to conduct occurring off-campus and off-duty, if that conduct generates a reasonable concern for safety at a University campus or related facility or during University-sponsored activities or events, or for the safety of USC students, faculty, staff, patients, or visitors.

REPORTING RESPONSIBILITIES

All students, faculty, and staff are encouraged to remain alert to, and must immediately report any behaviors listed in the “Prohibited Conduct” section above to the persons listed in the “Where to Report” section below.

In addition, all students, faculty, and staff must report any conduct that indicates a student, faculty or staff member might intentionally commit self-inflicted harm.

Required reporting includes but is not limited to behavior described above that any students, faculty or staff experience, witness, or otherwise become aware of, regardless of: (a) whom that behavior affects, (b) the perpetrator’s relationship to USC or its students, faculty, or staff, and (c) whether the behavior occurs on- or off-campus, if there is reason to believe that the behavior could affect safety of USC students, faculty, staff or patients.

Students, faculty and staff are encouraged to report any behaviors of concern, whether or not strictly covered by this policy, so that the University may evaluate the need to address conduct potentially affecting the wellbeing of students, faculty, staff, patients or visitors.

Nothing in this policy is intended to require that any employee breach legally protected privilege or confidences, unless otherwise permitted by law.

WHERE TO REPORT

- Concerns involving faculty and staff must be reported to the Office for Equity, Equal Opportunity & Title IX at (213) 740-5086.
- Concerns involving students must be reported to the Office of Student Affairs at (213) 740-2421.

EMERGENCIES AND IMMEDIATE THREATS OF HARM MUST BE IMMEDIATELY REPORTED AS FOLLOWS:

- For situations occurring on-campus (UPC or HSC), call the Department of Public Safety (213) 740-4321.
- For situations occurring off-campus (including buildings not located directly on UPC or HSC), call the police at 9-1-1. https://dps.usc.edu/contact/report/
SUPPORTING OUR INTERNATIONAL COMMUNITY

We have several resources on campus to advise and provide support. For specific questions about immigration, the Office of International Services and the Gould School of Law Immigration Clinic are excellent sources of information. The Office of Religious Life, Student Counseling Services, and the Center for Work and Family Life are available for more general support.

We are working with our governmental relations team and with our peer universities through the Association of American Universities and other associations to monitor this fluid situation and to better understand steps we might take to best serve our international community. The recent AAU statement on the executive order is here: http://www.aau.edu/news/article.aspx?id=18366. We will continue to update you as we learn more. As a creative and compassionate community, we know you will have ideas about how we can be supportive. We welcome them at uscprovost@usc.edu.

RESOURCES FOR OUR INTERNATIONAL COMMUNITY MEMBERS

USC OFFICE OF INTERNATIONAL SERVICES
649 W 34th Street
Royal Street Parking Structure, Suite 101
Los Angeles, CA 90089
Phone: (213) 749-2666
Email: ois@usc.edu

USC GOULD SCHOOL OF LAW
699 Exposition Boulevard
Los Angeles, California 90089-0071
Main Line: (213) 740-7331

USC OFFICE OF RELIGIOUS LIFE UNIVERSITY PARK CAMPUS
University Religious Center, Rm 106
Los Angeles, CA 90089

HEALTH SCIENCES CAMPUS
McKibben Hall, Room 160 Los Angeles, CA 90033
(213) 740-6110
orl@usc.edu

USC COUNSELING SERVICES – ENGEMANN STUDENT HEALTH CENTER
1031 West 34th Street
Los Angeles, CA 90089-3261
(213) 740-9355
eshcgen@usc.edu
ADDITIONAL CAMPUS RESOURCES

OFFICE OF FIRE SAFETY AND EMERGENCY PLANNING
(https://fsep.usc.edu/emergency-planning/)

Environmental Health and Safety (https://ehs.usc.edu/) of the Administrative Operations Division provide guidelines for safety and emergency procedures to members of the University community. For information on fire or earthquake safety call (213) 740-5527. For laboratory safety information, call (213) 740-6448 (UPC); or (323) 442-2200 (HSC).

The University has established plans and procedures for major emergencies. For more information, visit https://fsep.usc.edu/emergency-planning/.

In the event of an emergency, such as earthquake, students, faculty, staff, and parents may call (213) 740-9233 for USC emergency information.

USC’s public radio station, KUSC 91.5 FM may also carry University emergency announcements. In an emergency, information will also be available on the University webpage at http://www.usc.edu. Emergency procedures and safety information may be viewed at any time at http://emergency.usc.edu.

TRANSPORTATION SERVICES
http://transnet.usc.edu/

USC Campus Cruiser - Campus Cruiser provides personal escorts (walking and taxi services) for students, faculty, and staff. Campus Cruiser personnel are full-time University students who work part-time for Transportation Services. They are equipped with radios and have direct contact with Public Safety. Campus Cruiser has both a smartphone app and website for ride requests. Download the Campus Cruiser app for your iPhone or Android phone today or visit us online at https://usc.ridecell.com/request. For additional information regarding hours of operation and how to request services please visit http://transnet.usc.edu/index.php/campus-cruiser-program/ or call (213) 740-4911 (UPC), or (323) 442-2100 (HSC).
**Bus Service** - Transportation Services also operates several bus routes on and around the University Park campus. Buses also operate between the campus and the off-campus housing areas, and the University Parking Center. For Metrolink riders, there are scheduled shuttles in the morning and afternoon between campuses and Union Station, as well as shuttle service between the University Park and Health Sciences campuses. For bus routes and schedules, please visit the Transportation Services website at: [http://transnet.usc.edu/index.php/bus-map-schedules/](http://transnet.usc.edu/index.php/bus-map-schedules/).

**LYFT**

USC uses Lyft in the University Park neighborhood as a supplement to the Campus Cruiser program. All Lyft rides within the campus cruiser boundaries are paid for by USC beginning Friday, August 18th, from 7:00 p.m. to 2:00 a.m., seven days a week, when wait periods for a Campus Cruiser exceed 15 minutes. This program is offered to help reduce wait times for transportation during these peak periods. Operation times may vary due to holidays and football games, so please check our website for hours/additional information.

Faculty and Staff must opt-in to the program in order to receive direct emails from Lyft. To set up a Lyft please contact USC Transportation at [usc.transportation@usc.edu](mailto:usc.transportation@usc.edu).

**ZIPCAR**

Becoming a Zipcar member is as easy as 1,2,3. All you need is to be 21 or older (18 if a student or where required by law) and have a valid driver’s license. For more information visit: [https://www.zipcar.com/how-it-works#becoming-a-zipcar-member](https://www.zipcar.com/how-it-works#becoming-a-zipcar-member).

**USC BUSES**

USC buses begin their Fall schedules on Monday, August 21st. Due to construction both on and off campus, a number of routes and bus stops may have changed. Please be sure to visit [www.usc.edu/parking](http://www.usc.edu/parking) for the most recent schedules/information.
CAMPUS EMERGENCY RESPONSE AND EVACUATION PLANS

USC has a strong culture of preparedness and encourages all students, faculty, and staff members to take individual responsibility for emergency preparedness. Especially in the event of a large-scale incident, each of us must know what to do and be prepared to be self-reliant for a period of time. DPS and OFSEP work closely with the LAPD and the Los Angeles Fire Department, the USC EH&S Hazmat Response Team, other local and state agencies, and with some federal agencies such as the FBI, which assists the University during large-scale special events.

Many resources are in place to help the University respond to an emergency and facilitate the recovery of critical operations, including:

- Personal Preparedness
- Trojans Alert
- Emergency Supply Vendors
- Building Emergency Response Teams (“BERT”)
- Campus Emergency Response Teams (“CERT”)
- USC Amateur Radio Team
- Available Training
- USC University Park Campus Emergency Plan
- USC Health Services Campus Emergency Plan
- Safety Fact Sheets

Emergency preparedness, evacuation information, and related instructions can be accessed online at https://fsep.usc.edu/.

The Emergency Planning Office coordinates the University’s efforts to prepare for and respond to major emergencies. The primary focus of the Emergency Planning Office is coordination, preparation and training for central emergency service departments and maintaining the campus emergency operations plan. Schools and departments maintain internal emergency plans covering their personnel and facilities. Campus emergency plans can be found at: https://fsep.usc.edu/fire-safety/campus-emergency-response-team-cert/.

USC’s Department of Fire Safety and Emergency Planning conducts unannounced residential fire and evacuation drills, including activation of fire-life-safety systems, at the beginning of the fall and spring semesters. At the time the drills are conducted, Fire Safety staff review emergency procedures and fire safety with participants before they are allowed return to their residence. Fire Safety maintains an internal online log which notes for each drill, the date and time conducted, the location of the drill, notes any issues and or lessons learned. All Residential Education staff receives training by Fire Safety and Emergency Planning on USC’s emergency procedures and evacuation training prior to the fall semester and this information is shared by Residential staff in their first day floor meetings with residents.
Emergency procedures are available on the USC Safety website at https://fsep.usc.edu/usc-emergency-procedures/.

Emergency evacuation plans are posted in every building on campus and in student housing facilities. Each evacuation plan provides a floor plan of the building and/or residence floor; identifies the locations of all exits, fire alarm pull stations, and fire extinguishers; and lists instructions for response to a fire. Classroom signage also includes instructions for response to an earthquake.
SECURITY OF AND ACCESS TO USC FACILITIES

CAMPUS ACCESS

Department of Public Safety officers and other University officials are authorized to enforce University policies and may, in their discretion, restrict or prohibit access to University property, or prohibit certain activities on campus. Failure to abide by a DPS officer’s instruction may result in arrest and/or prosecution. The University’s Campus Access policy can be found at https://we-are.usc.edu/2020/08/07/access-to-university-park-campus/.

University Park Campus Hours of Access

A few heavily-used campus entrances will always remain open, including overnight. Other entrances close at the end of the business day or in the early evening at the discretion of University officials. Entrance information is subject to change and can always be accessed at http://web-app.usc.edu/maps/#upc/.

AFTER-HOURS ACCESS

From 9:00 p.m. to 6:00 a.m. each day, security personnel stationed at each open entrance will ask anyone coming onto campus, including students, faculty, and staff, to present their USC identification card or other approved photo identification. Guests, including parents and family members, must be registered to access campus after hours. Students and employees may use the online invited guest registration system at http://dps.usc.edu/services/visitor-registration/ to register their guests. Once guests are in the system, their information will be available immediately to entrance personnel. Registered guests may be admitted upon presenting photo identification and confirmation of their authorization to be on campus.

SPECIAL PROCEDURES FOR RESIDENTIAL HOUSING ACCESS

University-owned residence halls and apartment complexes use an electronic card-key-access system that limits entry to residents and other users permitted by the University. All on-campus residence halls have fingerprint recognition stations for secured entry only by authorized residents. Department of Public Safety personnel are granted access to residential facilities when they are called for service-related reasons. Entrances to residential housing and fire exit doors are equipped with alarms that sound if a door is propped open for more than one minute. Department of Public Safety personnel respond to such alarms to determine the cause of activation and to take action, where appropriate, to protect the well-being and safety of USC’s campus community.

USC Village

USC Village is a 15-acre extension of the University Park Campus that provides an exciting living and learning environment for undergraduate students. A milestone in the history of the University, USC Village represents the finest traditions of immersive learning in the Oxford model of residential colleges combined with contemporary social amenities. For more information on USC Village and its residential colleges visit: http://admission.usc.edu/wp-content/uploads/Village_GuidedTourWeb.pdf

CAMPUS EMERGENCY LOCKDOWN

The Department of Public Safety maintains procedures for securing the University Park Campus, USC Village and the Health Sciences Campus in the event of an emergency. Depending on the type of emergency, DPS may coordinate response efforts with USC’s Fire Safety and Emergency Planning Department, the Los Angeles Police Department, the Los Angeles County Sheriff and or the Los Angeles Fire Department. These coordination plans are not made publicly available.
SECURITY CONSIDERATIONS IN FACILITIES MAINTENANCE

Facilities Management Services (FMS) regularly monitors all campus facilities for necessary safety and security-related repairs, and partners closely with DPS to assist in creating a safer campus community. To request service for an electrical, plumbing, or other maintenance-related problem, call the FMS Customer Resource Center line at (213) 740-6833.

ACTIVITIES PROHIBITED AT ALL TIMES – ALL CAMPUSES AND OTHER USC PROPERTY

Unauthorized vendors may not sell or distribute food, ice cream, merchandise, or other items on USC property. Scavenging and searching through campus trash containers for recyclables or for any other items is also prohibited. Anyone witnessing any unauthorized vendors or individuals searching the trash should immediately notify DPS. To report a violation on the University Park campus, call (213) 740-6000, or text your concern to 274637 and include the term “TC4T” in the body of your message. To report a violation on the Health Sciences campus call (323) 442-1200.
The Campus Sex Crimes Prevention Act (effective October 28, 2002) provides for the tracking of convicted sex offenders enrolled at or employed at institutions of higher education. The State of California mandates that sex offenders already required to register within the state must, within five working days, also register with the campus security offices of higher education institutions at which such persons are employed, carry on a vocation, or are students.

If registered sex offenders are enrolled or employed at a postsecondary institution, the offenders also must provide this information to the state. The state then provides the information to campus police departments or to other law enforcement authorities in the jurisdiction where the institution is located. Anyone interested in obtaining public information regarding sex offenders in California near the University Park Campus or the Health Sciences Campus may visit the Megan’s Law website located at: http://www.meganslaw.ca.gov/ or view the Megan’s Law CDROM at the following Los Angeles Police Department stations:

**University Park Campus**
LAPD Southwest Division
1546 W. Martin Luther King Jr. Boulevard Los Angeles, CA 90062
(213) 485-2582

**Health Sciences Campus**
2111 E. 1st Street
Los Angeles, CA 90333 (323) 342-4100

The Los Angeles County Sheriff’s Department website (http://www.lasd.org) has a link entitled “Sexual Offender (Megan’s Law)” that contains more information that can assist you in obtaining information regarding sex offenders. A Registered Sex Offender Locator map also is available at www.meganslaw.ca.gov. Please note, however, that it is illegal under California law to use any disclosed public information to commit a crime against any registrant or to engage in illegal discrimination or harassment against any registrant.
MISSING STUDENT NOTIFICATION POLICY AND PROCEDURES

The University of Southern California supports the health and safety of all of its students. This policy and procedure has been developed to assist in locating students who reside in on-campus and University owned housing and who have been determined by USC to be missing. Any member of the USC community who believes that a student is missing should immediately notify the Department of Public Safety at (213) 740-6000 or the Senior Associate Dean for Student Affairs at (213) 740-2080. Any University official who believes a student is missing is required to notify the Department of Public Safety immediately.

Each student who resides on-campus or in University owned housing has the option to confidentially register contact information for an individual or individuals to be contacted no later than 24 hours following an official determination by DPS, in consultation with Student Affairs, that the student is missing. Students may register confidential emergency contact information through Housing at the time of application for University housing. Students may update or change their confidential emergency contact information at any time by contacting Housing. Housing is required to obtain emergency contact information for any student under the age of 18 years who will reside on-campus or in University owned housing. Confidential contact information registered pursuant to this policy will be accessible only by authorized campus officials and law enforcement and will only be used in furtherance of a missing person investigation.

If the Department of Public Safety, in consultation with Student Affairs, makes an official determination that an on-campus resident or student residing in University owned housing has been missing for more than 24 hours, USC will, within 24 hours following such determination, notify the individual or individuals the missing student has confidentially registered with the University pursuant to this policy.

If the missing student is under 18 years old and is not an emancipated minor, the University will notify the student’s custodial parent or guardian immediately upon making the determination that the student is missing. The University will further notify either the Los Angeles Police Department or other appropriate local law enforcement agency within 24 hours following a determination that any on-campus resident or resident in University owned housing, regardless of age, is missing. Student Support and Advocacy (Student Affairs – Crisis Management Team) and the Department of Public Safety work closely on missing persons matters to locate missing persons.

USC’s Missing Student Notification policy may be located in its entirety at:
http://policy.usc.edu/missing-students/.
INFORMATION ON DISRUPTIVE OR THREATENING CONDUCT WITHIN THE CAMPUS COMMUNITY

THE OFFICE OF THREAT ASSESSMENT AND MANAGEMENT

USC Threat Assessment & Management provides proactive collaborative oversight and support to the University in the identification, assessment and management of threats and/or threatening behavior that may lead to acts of targeted violence against the USC campus and community.

When disruptive or threatening conduct occurs within our community, it is important to know how to respond and where to turn for assistance. We are providing this information to make sure you understand what to do if you believe someone poses a threat to a member of our community, and how our threat assessment process works. More information please visit: https://cwci.usc.edu/threat-assessment/.

What are some of the behaviors that might be reported?

- Conduct that is so disruptive that it interferes in a significant way with your normal teaching or administrative duties as a faculty or staff member.
- Disruptive behavior that may threaten or endanger your physical or psychological well-being or safety, or that of others.
- Belligerent behavior that includes verbal or physical threats.
- A person whose behavior suggests an obsessive interest in you. Stalking.
- Attempts to harm or kill self.
- Extreme or sudden changes in behaviors, or over-reaction to changes in policies and or procedures.
- Numerous conflicts with others, or aggressive or hostile interactions in the workplace.
- Makes statements indicating approval of the use of violence to resolve problems.
- Identification with or idolization of persons known to have engaged in violence toward others.
- Isolation due to being ostracized or bullied by others.
- Fascination with weapons.
- Domestic violence or interpersonal violence.

HEALTH, WELLNESS, AND CRISIS INTERVENTION

The Office of Campus Wellbeing and Education is one of three integrated offices in Campus Well-being and Crisis Intervention, which also includes Campus Support and Intervention and the Threat Assessment Office. Together, these three offices reflect the understanding that the University culture is shaped both by how it responds to crisis, and importantly, its efforts to cultivate a culture of compassion, well-being, and support from the outset.
Our team of experts will help you explore the change you seek, provide recommendations and a variety of options, work with you to select the best course forward for you or your team, and connect you with the services and support to achieve your goals.

For more information, please visit: https://wellbeing.usc.edu/.

The Office of Campus Support and Intervention is where members of the Trojan Family go to seek support for themselves, for others, and for the community. It is a one-stop-shop for care and support, troubleshooting and advocacy.

For a multitude of reasons, students, faculty and staff members may get off-track, and their ability to succeed and meet their goals can be challenged. Campus Support and Intervention (CSI) helps them to connect with campus resources and provides them with options and pathways for success. It is an office of hope and opportunity.

CSI connects with members of the USC community when they need support in achieving their academic, professional, and/or personal goals. We can provide consultation, in person or over the phone, to learn more about your individual situation so we can provide guidance and help you connect with relevant campus and community resources. For more information, please visit: https://campussupport.usc.edu/.

Center for Work and Family Life (CWFL) – https://employees.usc.edu/work-family-life/

In today’s hectic world, the competing demands of work and family life can be more challenging than ever. The USC Center for Work and Family Life (CWFL) is a one-stop destination dedicated to helping you maintain a balance between your personal and professional lives.

CWFL provides integrated services for employees and their families designed to support you throughout your work experience at USC. CWFL understands that everyone has unique needs and faces different challenges. Whether you need support with personal or relationship issues, workplace conflict, career development, or stress management, you’ll find the help you seek from one of our dedicated and highly trained professional staff members.

CWFL's core services include:

- Brief, solution-focused counseling for a wide range of personal and work-related concerns
- Stress reduction
- Specialized consultation for faculty, managers and departments
- Executive and professional coaching

CWFL also maintains an extensive network of additional resources for referral, both at USC and in the community, and a wide variety of resources on work and wellness topics, including extensive resources related to addiction.

Offices are located at both UPC and HSC, and services are available at USC’s downtown location and at other USC locations by prior arrangement. Office hours are 9am-5pm. cwfl@usc.edu

(213) 821-0800
LOCATIONS

UPC – Figueroa Building
3535 S Figueroa St, Suite E202
Los Angeles, CA 90007

HSC – Soto Street Building
2001 N Soto St #112
Los Angeles, CA 90032

CWFL is located on the first floor near the Fitness Center.

USC Center Downtown
1150 S Olive St
Los Angeles, CA 90015

CWFL is located on the 29th floor. Since floor access is restricted in this building, anyone attending an appointment must first meet with CWFL at the lobby security desk by the Olive Street building entrance.

MINDFUL USC

Wellness and the promotion of mental and physical health are longstanding priorities of the faculty, staff, and student communities at USC. As a way of proactively addressing wellness on campus, we launched Mindful USC in 2014 as a secular, University-wide initiative focused on positive health outcomes and learning experiences for our campus community, especially in terms of stress reduction, workplace happiness, emotional intelligence, and creative expression.

Mindful USC offers free courses on mindfulness for students, faculty, and staff at USC, and since its inception, approximately 2,000 members of our University community have taken a Mindful USC course. The overwhelming majority of participants report significant improvements in terms of addressing stress and anxiety, and in developing more meaningful interpersonal relationships.

If you are interested in taking a free mindfulness course on campus, please visit the Mindful USC website as enrollment is open now: http://mindful.usc.edu/classes/.
STUDENT JUDICIAL AND COMMUNITY STANDARDS

The Office of Student Judicial Affairs and Community Standards (SJACS) is responsible for investigating and responding to complaints from the University community related to violations of the University’s Student Code of Conduct.

Following the investigation of a complaint, SJACS enters into a Voluntary Administrative Review with the student and may dismiss the case against the student or make findings against the student. If the student denies the allegations, SJACS conducts a Summary Administrative Review.

SJACS is also responsible for assessing any sanctions deemed warranted against a student, which may include, without limitation, educational classes, warning, disciplinary probation, service, restitution, removal from University housing, grade sanctions and/or removal from a department, revocation of degree or revocation of admission, suspension, and/or expulsion.

For additional information, please visit: https://sjacs.usc.edu/

RESIDENTIAL EDUCATION CONDUCT PROCEDURES

Residential Education Review will address violations of behavioral standards or policies outlined in the Housing & Hospitality Services Contract & Living Agreement. Residential Education Review will be conducted by a Residential Education staff member and is a process which utilizes procedures in lieu of the procedures contained in the USC Student Handbook (SCAMPUS.)

The Residential Education Review process should be informal, fair, and expeditious. The procedures of criminal and civil courts do not govern Residential Education Review proceedings and formal rules of evidence are not applicable. Deviations from prescribed procedures will not invalidate a proceeding or decision, unless significant prejudice to a student or to the University may occur.

The Residential Education Review process uses the preponderance of the evidence (more likely than not) standard when determining whether or not a student is responsible for a policy violation.

Questions concerning the process should be addressed to the Office for Residential Education and/or the Office of Student Judicial and Community Standards (SJACS). Please note that each situation is handled individually and that some of the procedures outlined below may not be necessary in every case.
RESIDENTIAL EDUCATION REVIEW PROCESS

1. The Office for Residential Education receives information regarding an alleged violation of policy.

2. The Residential Education Review process begins with an email sent by a Residential Education staff member. This email contains information about the alleged policy violation and a request is made for the student to call and make an appointment with the staff member within 3 business days from the date of the letter.

3. The student schedules a meeting with the Residential Education staff member to discuss the alleged policy violation.

4. After meeting with the student, the Residential Education staff member makes a decision based on the conversation with the student and based on the information that was included in the incident report.

5. The outcome of the meeting is emailed to the student. This email may include instructions on how to complete any sanctions.

6. The decision may be appealed within 3 business days from the date on the outcome letter.

STUDENT RIGHTS IN THE CONDUCT PROCESS – Student have the following rights in the Residential Education Review process:

1. To have notice of the allegations before the meeting and to have the allegations explained clearly and fully.

2. To attend a meeting with a Residential Education staff member.

3. To review documentation concerning the allegations during the meeting.

4. To refute information provided by witnesses.

5. To be advised of the appeal process.

6. At all steps of the initial review and in preparing an appeal, the student may have an adviser of their choice present. The adviser may be a practicing attorney only for cases in which criminal charges are pending or the recommended sanctions include expulsion, suspension, revocation of degree or revocation of admission. Advisors must request and review a copy of guidelines for their role in the respective review process from the Office of Residential Education prior to the meeting in question. In all reviews, whether or not an adviser is present, the primary conversation shall be with the student.

For more information on the Residential Review process visit:
https://resed.usc.edu/resources/residential-review-process-policies/
UNIVERSITY RESPONSE TO REPORTS OF PROHIBITED CONDUCT AND MISCONDUCT

The University has developed formal and informal processes to investigate or otherwise address reports of Prohibited Conduct. In all formal and alternative resolution processes, the University will treat Reporting Parties and Respondents equitably by offering supportive measures to a Reporting Party when the University has notice of potential Prohibited Conduct, and by following the resolution process before the imposition of any disciplinary sanction against a Respondent. Upon receipt of a report of Prohibited Conduct, the University will conduct an initial assessment of the available information and consider the Reporting Party’s stated interests, as well as the University’s compliance obligations, in determining how to proceed. A report of discrimination, harassment, or retaliation, including Title IX Sexual Harassment, may be resolved through: the provision of supportive measures only; a formal resolution process, which involves a prompt, thorough, equitable, and impartial investigation, a live hearing in certain instances, and an appeal; or an alternative resolution process, which requires the voluntary and written consent of the Reporting Party and the Respondent. A Reporting Party is always entitled to reasonably available supportive measures, regardless of whether a formal or alternative resolution process has been initiated.

SUPPORTIVE MEASURES

Supportive measures are non-disciplinary, non-punitive, individualized support services that are offered as appropriate, as reasonably available, and without fee or charge to the Reporting Party when a report is received, whether or not a Formal Complaint is filed, and to Respondents after a Formal Complaint has been filed.

Supportive measures are designed to address the physical safety and emotional well-being of the parties (and University community, as appropriate), as well as to restore or preserve equal access to the University’s education programs and activities (including employment opportunities) without unreasonably burdening the other party, or to deter any form of Prohibited Conduct. Supportive measures may be temporary or permanent and may include, but are not limited to, the following:

- Access to confidential counseling and assistance with scheduling initial appointments;
- Arrangement of a meeting with appropriate law enforcement to discuss or report conduct and/or to discuss safety planning;
- Assistance in seeking academic accommodations, such as modified class schedules (including transfer to another section); permission to withdraw from and/or retake a class, or attend a class via alternative means (e.g., online or independent study);
- Extensions of deadlines or other course-related adjustments; and voluntary leaves of absence; assistance in modifying University housing arrangements, including immediate temporary relocation to safe living quarters and/or permanent reassignment of University residence halls;
- Assistance in modifying University employment conditions, such as changes in work schedules, job or supervisory assignments, work locations, and/or assigned parking;
- Assistance in arranging campus escort services;
- Imposition of a mutual Avoidance of Contact Directive (i.e., a written directive to refrain from contact, directly or indirectly through a third-party proxy) to the parties;
• Increased security and monitoring of certain areas of the campus; and

• Any other similar measures that may be arranged by the University (to the extent reasonably available) to ensure the physical safety and emotional well-being of a Reporting Party or Respondent.

The VP for EEO-TIX will consider a number of factors in determining which supportive measures to take, including the needs of the student or employee seeking supportive measures; the severity or pervasiveness of the alleged misconduct; any continuing effects on the Reporting Party; whether the Reporting Party and the Respondent share the same residence hall, academic course(s), or job location(s); and whether judicial measures have been taken to protect the Reporting Party (e.g., protective orders). The University will work in good faith to implement the requirements of judicially-issued protective orders and similar orders, to the extent it has the authority to do so.

The VP for EEO-TIX is responsible for ensuring the effective implementation of supportive measures and coordinating resources with the appropriate offices on campus. The University will maintain the confidentiality of any supportive measures provided to the extent practicable and will promptly address any violation of supportive measures. Allegations that a party has violated the terms of a supportive protective measure, including but not limited to an Avoidance of Contact Directive or other University directive, may constitute a violation of the Title IX Policy and may subject the individual who has been alleged to violate the supportive measure to disciplinary or administrative actions.

The VP for EEO-TIX will determine and identify the appropriate procedures to be followed for such alleged violations, depending on the timing and circumstances of the reported violation. The VP for EEO-TIX will also provide reasonably available supportive measures for third parties, provided that the supportive measures are within the scope of that individual’s relationship to the University.

EMERGENCY REMOVAL

The University may remove a Student Respondent on an emergency basis from University property or employment, education, research programs or activities, or other University programs and activities. Before imposing an emergency removal, the University will undertake an individualized analysis of safety and risk for the campus community to determine whether the Respondent’s presence in the University program or activity poses an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Prohibited Conduct, and justifies removal of the Respondent from the University program or activity.

The VP for EEO-TIX will promptly provide the Reporting Party, where appropriate because the removal relates to them, and the Respondent with simultaneous written notice of the Emergency Removal, the effect of the Emergency Removal, the rationale for the Emergency Removal, and an opportunity for the Respondent to challenge the Emergency Removal. During any challenge, the Respondent will remain off campus and must comply with the notice of Emergency Removal. That notice will include a statement that any information the Respondent chooses to provide during the challenge may subsequently be used in implementing any aspect of this Title IX Policy, including the investigation and hearing.

The Respondent will have 72 hours from the notice of Emergency Removal to submit a written challenge to the safety and risk analysis that forms the rationale for the Emergency Removal to the VP for EEO-TIX. The VP for EEO-TIX will assign the matter to be reviewed by the Vice President for Student Affairs or designee to evaluate the information in support of the individualized safety and risk analysis and any information provided by the
Respondent and the Reporting Party, as applicable. The Vice President for Student Affairs will submit a final decision in writing to the Respondent and the Reporting Party within three (3) calendar days, with a copy to the VP for EEO-TIX.

**ADMINISTRATIVE LEAVE**

The University may place a non-Student Staff or Faculty Respondent on administrative leave, with or without pay, at any time. In reaching a determination as to administrative leave, the VP for EE O-TIX will consult with the Respondent’s immediate supervisor or designee, the Senior Vice President of Human Resources, or the Provost.

**VOLUNTARY OPTIONS FOR REPORTING ISSUES TO THE UNIVERSITY AND FOR ASSISTANCE**

- **USC Office of Ombuds Services:** [https://www.provost.usc.edu/office-of-the-ombuds/](https://www.provost.usc.edu/office-of-the-ombuds/)

  The USC Office of the Ombuds will provide a safe place on both the University Park and Health Sciences campuses for faculty, students, and staff to navigate policies, issues, concerns, and conflicts without fear of reprisal or judgement. In doing so, the Office will promote and embody an ethical, empathetic, and engaged University culture committed to problem-solving, dispute resolution, and workplace wellness.

  - Katherine Greenwood will be the University Ombuds at the University Park Campus and can be reached at (213) 821-9556 or at upcombuds@usc.edu.
  - Thomas Kosakowski is the University Ombuds at the Health Sciences Campus and can be reached at (323) 442-0382 or at kosakows@usc.edu.

- **Office of Professionalism and Ethics (OPE):** [https://report.usc.edu/](https://report.usc.edu/)

  Office of Professionalism and Ethics is a centralized clearing house for complaints and the subsequent tracking of those complaints. OPE also oversees investigations at USC, including both campuses and all University programs and affiliates. For more information on the types of complaints handled by OPE and their confidential online reporting visit: [https://report.usc.edu/office-that-investigates-complaints/](https://report.usc.edu/office-that-investigates-complaints/).

- **Office for Equity, Equal Opportunity & Title IX:** [https://eeotix.usc.edu/](https://eeotix.usc.edu/)

  The Office for Equity, Equal Opportunity & Title IX is responsible for overseeing the University’s compliance with state and federal laws relating to—as well as investigating and responding to—complaints by faculty, staff, students, applicants, and third parties who believe themselves to be harmed by harassment or discrimination related to a protected characteristic by faculty, staff, students, or third parties. These protected characteristics include actual or perceived race, color, ethnicity, religion (including religious dress and grooming practices), creed, sex, age (40 years and over), marital status, national origin, citizenship status, employment status, income status, ancestry, military status, partnership status, medical condition (including cancer and genetic characteristics), pregnancy (including childbirth, breastfeeding, or related medical conditions), disability, political belief or affiliation, domestic violence victim status, military or veteran status, sexual orientation, gender, gender identity, gender expression, genetic information, and any other class of individuals protected from discrimination under federal, state, or local law, regulation, or ordinance.
• **Office of Conduct, Accountability and Professionalism**

The Office of Conduct, Accountability and Professionalism (OCAP) was announced in October 2017 and has been tasked with investigating concerns about workplace misconduct, including violence in the workplace, that fall outside the strict purview of existing investigative offices. OCAP investigates complaints involving staff and faculty unrelated to a protected characteristic, such as conduct that violates our policies against bullying and intimidation.

• **Office of Athletic Compliance**


The Office of Athletic Compliance is dedicated to assisting all coaches, student-athletes, athletic department staff members, USC faculty and staff, former and future Trojans, and all supporters of Trojan Athletics as they strive to comply with rules applicable to intercollegiate athletics.

In addition to educating these groups about applicable rules, Athletic Compliance is responsible for monitoring, addressing, and investigating all potential violations of NCAA, Pac-12 Conference, and University rules and regulations governing athletics. When necessary, Athletic Compliance reports infractions to the NCAA and oversees the imposition of any remedial action.

• **Office of Culture, Ethics and Compliance:** [https://ooc.usc.edu/](https://ooc.usc.edu/)

The Office of Culture, Ethics and Compliance is leading the University-wide initiative, the Culture Journey, to explore and ultimately embed unifying core values across USC through improvements in HR processes such as development, communications, well-being, and diversity, equity and inclusion. The newly aligned core values will be incorporated into a new USC Code of Ethics and Compliance that will be released in academic year 20-21.

The Institutional Compliance program is responsible for maintaining Compliance Program governance and partnering with USC key leaders in managing USC’s compliance risks. Through the Ethics and Compliance Committee, Institutional Compliance implements policies and programs in response to new laws, regulations and industry trends that present significant legal, financial, and/or reputational risk for the University. The program provides training and education to the University community, conducts internal monitoring and auditing, and communicates best practices and lessons learned for continuous improvement opportunities. Institutional Compliance also develops standardized protocols for reporting, communication and training in addition to managing University-wide Policy Governance.
The Research Compliance program is responsible for oversight of University-wide research compliance and partnering with USC key leaders in managing USC’s research compliance risks. The program sets policy, compliance program elements, conducts training and performs investigations ensuring appropriate enforcement and corrective action. Investigations include possible regulatory and University policy violations such as: conflicts of interest, misconduct related to research grants, and violations of U.S. export control regulations, the Foreign Corrupt Practices Act, or economic and trade sanctions regulations.

The Data Privacy program is responsible for oversight of University-wide data privacy compliance and partnering with USC key leaders in managing USC’s privacy-related compliance risks. In coordination with Information Security, the program sets policy, compliance program elements and performs investigations ensuring appropriate enforcement and corrective action for data privacy breaches in medical, student, or financial records. Additionally, the program conducts training and develops standardized protocols for communications and crisis response related to data privacy matters.

The ADA Compliance program is responsible for oversight of Institutional Accessibility, Americans with Disabilities Act and regulatory compliance activities related to disability support services, and enforcement of accommodations for qualified individuals with disabilities. In partnership with USC key leaders, the program sets policy and programs in response to regulations, coordinates training, provides guidance and conducts assessments to improve access University-wide.

The Office of Culture, Ethics and Compliance coordinates with the Office of General Counsel and reports investigation results to the Office of Professionalism and Ethics for oversight, direction and monitoring.

- **Audit Services**

  The Office of Audit Services is responsible for assisting University management with risk mitigation strategies with the objective of improving business processes and internal controls, as well as facilitating strong stewardship and management accountability at all levels.

  In addition to carrying out the University’s annual internal audit plan together with the University’s outside audit service provider (EY), the Office of Audit Services investigates complaints concerning accounting misappropriation and internal controls issues.

  Audit Services coordinates and reports investigation results to the Office of Professionalism and Ethics for oversight, direction and monitoring.

- **Student Judicial and Community Standards:** [https://sjacs.usc.edu/](https://sjacs.usc.edu/)

  The Office of Student Judicial Affairs and Community Standards (SJACS) is responsible for investigating and responding to complaints from the University community related to violations of the University’s Student Code of Conduct.

  Following the investigation of a complaint, SJACS enters into a Voluntary Administrative Review with the student and may dismiss the case against the student or make findings against the student. If the student denies the allegations, SJACS conducts a Summary Administrative Review.
SJACS is also responsible for assessing any sanctions deemed warranted against a student, which may include, without limitation, educational classes, warning, disciplinary probation, service, restitution, removal from University housing, grade sanctions and/or removal from a department, revocation of degree or revocation of admission, suspension, and/or expulsion.

**USC OFFICES THAT CONDUCT INVESTIGATIONS**

The Office of Professionalism and Ethics is a centralized clearinghouse for complaints and the subsequent tracking of those complaints. It also oversees investigations at USC, including both campuses and all University programs and affiliates.

**COMPLAINT CATEGORIES**

There are two categories of complaints: protected class complaints and non-protected class complaints. Multiple offices conduct investigations.

**PROTECTED CLASS COMPLAINTS**

- **Office for Equity, Equal Opportunity & Title IX**: For complaints related to harassment discrimination based on a protected category and retaliation, in which the respondent is a student, faculty, staff member, or third party.

**NON-PROTECTED CLASS COMPLAINTS**

- **Faculty Affairs**: For complaints that do not meet the threshold of other investigative units and the respondent is a faculty member. Faculty Affairs often works closely with Human Resources and the Provost’s Office.

- **Human Resources**: For complaints that do not meet the threshold of other investigative units and the respondent is a staff member. There is a Central Human Resources office, as well as numerous local Human Resources offices.

- **Office of Conduct, Accountability, and Professionalism (OCAP)**: For more egregious complaints, such as hostile work environment or violence in the workplace, that require investigation beyond the normal scope of Faculty Affairs or Human Resources.

- **Office of Internal Audit**: For complaints related to internal misappropriation of assets or internal controls.

- **Office of Culture, Ethics and Compliance** coordinates with the Office of General Counsel and reports investigation results to the Office of Professionalism and Ethics for oversight, direction, and monitoring.

- **Office of Athletic Compliance**: For complaints related to athletic policies and procedures, such as NCAA, PAC-12, and USC rules.
TRAINING REQUIREMENTS FOR UNIVERSITY EMPLOYEES WHO INVESTIGATE DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING COMPLAINTS

Individuals responsible for implementing the University’s response to reports under the Policy on Prohibited Discrimination, Harassment and Retaliation must receive annual training on: the scope of the University’s education program and activity (to include employment and other University programs and activities); how to conduct an investigation and resolution process, including hearings, appeals, and alternative resolution, that is fair and impartial, provides parties with notice and a meaningful opportunity to be heard, and protects the safety of Reporting Parties while promoting accountability; how to create an investigation report that fairly summarizes relevant evidence; how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.; on any technology to be used at a live hearing and on issues of relevance of questions and evidence, including when questions and evidence about the complainant’s sexual predisposition or prior sexual behavior are not relevant, except in specific instances. In addition, University investigation and resolution processes must be conducted by officials who receive annual training on the issues related to domestic violence, dating violence, sexual assault and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

The Title IX Coordinator, as well as Investigators, Hearing Officers, Sanctioning Officers, Appellate Authorities, and anyone facilitating an Alternative Resolution will be impartial and free from conflict of interest or bias.

POST-INVESTIGATION PROCESS

While the Office of Professionalism and Ethics oversees the intake, monitoring, and investigation of all complaints, it does not decide or impose discipline. This holds true for faculty, staff, and students. Each constituent follows the University’s policies for disciplinary processes, which may vary depending on the nature of the complaint and the group to which the respondent belongs.

STAFF DISCIPLINARY PROCESS

For staff, when disciplinary action is required, the Office of Professionalism and Ethics, or the investigative offices within its purview, sends its investigation results to the vice president of human resources for a disciplinary decision. All appeals are resolved by the senior vice president for administration.

STUDENT DISCIPLINARY PROCESS

For students, in cases where the Office of Professionalism and Ethics conducts an investigation, OPE, or the investigative offices under its purview, sends its investigation results to the Office of Student Judicial Affairs and Community Standards (SJACS). This office is responsible for maintaining the integrity of the University’s student conduct system and guarantees a battery of procedural protections for students. These include written notice of a complaint; a fair, impartial, and timely review of the incident; the right to inspect any documents and relevant information on file; the opportunity to be present at the review and to present witnesses and evidence; the right to an advisor; and a formal written decision following the complaint. All appeals are handled by situation-specific appeals panels, which issue decisions that are automatically reviewed (and approved or modified) by the vice president for student affairs. The vice president’s decisions are final and binding on all parties.
Disciplinary Procedures for Reports of Sexual Misconduct

The formal resolution process (i.e., investigation, hearing, and appeal) is initiated by the filing of a Formal Complaint. A Formal Complaint is a written document submitted to the VP for EEO-TIX by the Reporting Party alleging that a Respondent engaged in Sexual Misconduct and requesting an investigation. At the time of filing the Formal Complaint, the Reporting Party must be participating in or attempting to participate in the University’s education program or activities.

In addition, the VP for EEO-TIX retains discretion, in consultation with relevant University stakeholders, to file a Formal Complaint on behalf of any individual. In evaluating the appropriate manner of resolution, including whether the VP for EEO-TIX will file a Formal Complaint in the absence of a Formal Complaint by the Reporting Party, the VP for EEO-TIX will consider a list of risk factors outlined in the Title IX Policy. The EEO-TIX Office will take all reasonable steps to respond to the report in a manner that honors the Reporting Party’s requested course of action, but its ability to do so may be limited based on the nature of the reported information. Where the VP for EEO-TIX files a Formal Complaint on behalf of the Reporting Party, the VP for EEO-TIX will inform the Reporting Party about the chosen course of action and the underlying rationale based on the risk factor listed above.

Dismissal of the Formal Complaint

The VP for EEO-TIX may dismiss a Formal Complaint in the following circumstances:

1. the conduct occurred outside of the University’s education program or activity;
2. the conduct alleged does not constitute Prohibited Conduct;
3. the Reporting Party notifies the VP for EEO-TIX in writing that the Reporting Party would like to withdraw the Formal Complaint or any of its allegations;
4. the Respondent is no longer enrolled or employed by the University; or
5. specific circumstances, including a Reporting Party’s decision not to respond to outreach by the EEO-TIX Office, prevent the University from gathering evidence sufficient to reach a determination as to the Formal Complaint or its allegations.

Either party may appeal a dismissal of a Formal Complaint.

Consolidation of Formal Complaints

The University may consolidate Formal Complaints against more than one Respondent, or by more than one Reporting Party against one or more Respondents, or by one party against the other party (i.e., counterclaim), where the allegations of Sexual Misconduct arise out of the same or substantially similar facts or circumstances. The University permits the filing of counterclaims; however, it will use an Initial Assessment (outlined in the Title IX Policy) to assess whether the allegations in the counterclaim are made in good faith. Counterclaims determined based on the available information to be made in good faith (which is not the same as a determination as to whether they are substantiated or not) will be processed using this resolution process.
ROLE OF ADVISORS

The Reporting Party and Respondent each have the right to be accompanied at any meeting or proceeding under the Title IX Policy by an advisor of their choice. The advisor may be any person, including an attorney, but need not be an attorney. A party’s advisor of choice may provide support and advice to the party at any meeting and/or proceeding, but they may not speak on behalf of the party or otherwise participate in, or in any manner delay, disrupt, or interfere with meetings and/or proceedings. The University may remove or dismiss advisors who do not abide by the restrictions on their participation or who are otherwise disruptive. If a party does not have an advisor for the hearing, the University will provide an advisor, free of charge. This University-appointed advisor may be, but is not required to be, an attorney, and will attend the hearing and conduct questioning on behalf of that party. The University-appointed advisor is referred to as a hearing advisor. The hearing advisor will be selected from a pool of diverse individuals that reflect a multiplicity of identities who have been trained on the University’s Title IX Policy.

An advisor may be asked to meet with a member of the EEO-TIX Office in advance of any meetings or proceedings to receive and acknowledge the University’s overview of the Title IX Policy and Resolution Process, expectations of the role, privacy considerations, and appropriate decorum. Generally, all communications between the EEO-TIX Office and a Reporting Party or Respondent will occur through the party directly, not the advisor, and the party, rather than the advisor, is required to submit any written correspondence or documents. An advisor should plan to make themselves reasonably available for all meetings and proceedings. The University will not unduly delay the scheduling of meetings or proceedings based on the advisor’s unavailability. An advisor is entitled to review all information gathered in the investigation that is directly related to the allegations (as part of evidence review) and access to the investigation report.

FORMAL RESOLUTION: EXPECTATIONS OF THE PARTIES

During the formal resolution process, both the Reporting Party and Respondent can expect:

• A prompt, fair, impartial, thorough, and equitable investigation and resolution of allegations of Prohibited Conduct conducted by individuals with sufficient and annual training and/or experience related to their role; including; issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability;

• An investigator, decision-maker, and/or facilitator of alternative or formal resolution free from conflict of interest or bias for or against reporting parties or respondents generally or the individual parties related to the report or Formal Complaint;

• Privacy, to the extent possible, in accordance with the Title IX Policy and any legal requirements;

• Access to reasonably available supportive measures without fee or charge;

• The opportunity to request and receive reasonable accommodations for a disability or necessary language translation or interpreter services to ensure meaningful participation in any step of the proceedings under the Title IX Policy;

• Freedom from Retaliation for making a good faith report of Prohibited Conduct or participating in any proceeding pursuant to the Title IX Policy;

• A presumption that the Respondent is not responsible until a determination is made at the conclusion of the formal resolution process;
PARTICIPATION BY THE PARTIES GENERALLY

The Investigator may receive any information presented by the parties, but the Investigator, not the parties, is responsible for gathering relevant evidence. The Reporting Party and Respondent will be asked to identify witnesses and provide other relevant information, such as documents, communications, and other evidence, if available. The parties are encouraged to provide all relevant information as soon as possible to facilitate prompt resolution. The University will not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence, but the parties should be advised that doing so in a way that constitutes Harassment or Retaliation may subject them to additional policy violations.
INITIATING AN INVESTIGATION

The VP for EEO-TIX will assign one or more trained investigators to conduct a prompt, thorough, fair, and impartial investigation. The VP for EEO-TIX will assign an investigator, who may be a University employee or an external professional. The role of the Investigator will be to gather information through interviews of the Reporting Party, Respondent, and relevant witnesses, and to synthesize relevant information in a report that will be provided to the Reporting Party, the Respondent, and the Hearing Officer. The investigation report will include all relevant information provided by either party, including inculpatory and exculpatory information, that will be used in the determination of responsibility or sanction.

NOTICE OF INVESTIGATION

After a Formal Complaint is filed and accepted, the VP for EEO-TIX will simultaneously notify the Reporting Party and the Respondent, in writing, of the following information:

1. The process for formal and alternative resolution;
2. A meaningful summary of all allegations with sufficient details regarding:
   a. The identity of the Reporting Party and the Respondent, if known;
   b. The date, time (if known), location, and precise nature of the reported conduct;
3. Specific potential Title IX Policy violation(s);
4. The name and contact information of the Investigator;
5. How to challenge participation by the Investigator on the basis of a conflict of interest or bias;
6. Information about the parties’ respective expectations and responsibilities;
7. The University’s prohibition against Retaliation;
8. The importance of preserving any potentially relevant evidence in any format;
9. Information about the privacy of the process;
10. Information about how a party may request reasonable accommodations for a disability or language diversity during the process;
11. A statement that the Respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the formal resolution process;
12. That the parties are entitled to an advisor of their choice, including an attorney advisor, and the advisor is permitted to review the evidence gathered in the investigation that is relevant or directly related to the investigation, and also that if parties at a hearing do not have an advisor, the University will provide one to them at no cost or charge;
13. That the University prohibits providing false or misleading information; and

If, at any time, the investigation reveals the existence of additional or different potential policy violations, including a violation of a supportive measure, the VP for EEO-TIX will promptly issue a supplemental notice of investigation to both parties detailing any additional allegations and corresponding potential policy violations.
OVERVIEW OF FACT-GATHERING PROCESS

During an investigation, the Investigator will seek to meet separately with the Reporting Party, Respondent, and relevant witnesses. The Investigator will send a written notice of the interview date, time, and location, name of participant(s), and purpose of the interview to the parties and witnesses, and any identified party advisor, in sufficient time for the party to prepare and participate. The Investigator will also independently gather other relevant information or evidence, including documents, photographs, communications between the parties, and medical records (subject to the consent of the applicable person), and other electronic records as appropriate, as well as identify relevant witnesses not identified by the parties.

The Investigator will not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally-recognized privilege, unless the person holding such privilege has waived the privilege. If a person voluntarily chooses to share medical or counseling records with the Investigator, they must sign a written consent that acknowledges that relevant information from the medical or counseling records must be shared with the other party to ensure the other party has notice of that information and an opportunity to respond.

At the conclusion of the investigation, the Reporting Party and the Respondent will both have the opportunity to review and respond to all information gathered in the investigation that is directly related to the allegations, including information shared by the Reporting Party or the Respondent during their interviews or through evidence that either party provides or that the Investigator independently gathers.

The Investigator may visit relevant sites or locations and record observations through written, photographic, or other means. In some cases, the Investigator may consult medical, forensic, technological, or other experts when expertise on a topic is needed in order to achieve a fuller understanding of the issues under investigation. The Investigator may also consider information publicly available from social media or other online sources that comes to the attention of the investigator. The EEO-TIX Office does not, however, actively monitor social media or online sources, and as with all potentially relevant information, the Reporting Party, Respondent, or witnesses are encouraged to bring online information to the attention of the Investigator.
EVIDENCE REVIEW

At the conclusion of the fact-gathering, the Investigator will make information gathered in the investigation available for review by the parties and any advisors. The parties will have an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a Formal Complaint, including the evidence upon which the University does not intend to rely in reaching a determination regarding responsibility, and inculpatory or exculpatory evidence, whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation. The Investigator will send to each party and the party’s advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties will have ten (10) calendar days to submit a written response, which the Investigator will carefully consider prior to completion of the investigative report. The written response may include comments or proposed questions for the Investigator to ask the other party, or identify additional witnesses or sources of evidence, which the Investigator will consider prior to completion of the investigative report.

EVIDENTIARY CONSIDERATIONS

Only relevant evidence will be considered by the Investigator and Hearing Officer. Evidence that is not relevant is: (1) legally privileged information, including medical and counseling records, unless the offering party has signed a voluntary waiver of the legal privilege, and (2) the prior sexual history of a Reporting Party, unless that evidence is being used to show how consent was communicated between the parties on prior occasions, or to show that someone other than Respondent engaged in the Prohibited Conduct.

INVESTIGATIVE REPORT

The Investigator will produce a written investigation report that fairly summarizes the relevant information gathered during the investigation. The investigative report will include both inculpatory and exculpatory information. As noted above, the Investigator has the discretion to determine the relevance of any witness or other evidence.

For reports of Sexual Harassment, Sexual Assault, Dating Violence, Domestic Violence, and Stalking, the VP for EEO-TIX will simultaneously provide the investigative report, along with a written notice of hearing, to the parties, their advisors, and the Hearing Officer, in an electronic format or a hard copy at least ten (10) calendar days prior to the scheduled hearing. The Reporting Party and Respondent may submit a written response to the investigation report that will be considered by the Hearing Officer. The written response may address the assessment of scope, the Investigator’s determination of relevance, or any other information from the investigative report. The written response must be submitted within ten (10) calendar days of notice of the availability of the investigative report.

For reports of Harassment and Discrimination not on the basis of gender, and Retaliation, the Investigator will consult with the delegate of the VP for EEO-TIX in the application of the findings of fact to the determination of responsibility; the delegate may be an internal designee or external professional, appropriately trained, and free from conflict of interest or bias. The Investigator will apply the preponderance of the evidence standard in making a determination of responsibility. This means that the Investigator, in consultation with the delegate of the VP for EEO-TIX, will decide whether it is more likely than not, based upon the information provided, that the Respondent is responsible for the alleged violation(s). The findings of fact and determination of responsibility will be referred to the Sanctioning Officer/Panel for review of the finding, and as appropriate, imposition of sanction and remedies. Both the Reporting Party and the Respondent may submit written comments in response to the investigation report within ten (10) calendar days, which will be provided to the Sanctioning Panel/Officer.
**ACCEPTANCE OF RESPONSIBILITY**

At any point during the investigation, the Respondent may elect to accept responsibility for some or all of the Title IX Policy violations at issue. Where there is an acceptance of responsibility as to some but not all of the charges, the investigation will continue to conclusion and any acceptance of responsibility will be documented in the investigative report. Where there is an acceptance of responsibility as to all of the potential Title IX Policy violations, the Investigator will complete an investigative report of all information gathered to date and, after consultation with the VP for EEO-TIX, will refer the matter for sanctioning, as described below. Where both parties agree, the matter may also be resolved through the alternative resolution process.

**HEARING**

For reports of Sexual Harassment, Sexual Assault, Dating Violence, Domestic Violence, and Stalking, a hearing will follow the investigation. After providing both parties with sufficient notice of the hearing, the parties will convene with their advisors and the Hearing Officer for a hearing where the Hearing Officer will determine responsibility. The hearing will be live and require the participants to simultaneously see and hear each other. The format of the hearing (e.g., in person or virtual) is at the discretion of the Hearing Officer and/or VP for EEO-TIX.

The hearing is an opportunity for the parties to address the Hearing Officer. The parties may address any information in the investigative report and supplemental statements submitted in response to the investigative report. The University will make all evidence directly related to the allegations, as shared in the evidence review, available to the parties at the hearing to give each party an equal opportunity to refer to such evidence during the hearing, including for purposes of cross-examination.

Only relevant questions may be asked of a party or witness. Before a Reporting Party, Respondent, or witness responds to a question, the Hearing Officer will first determine whether the question is relevant and briefly explain any decision to exclude a question as not relevant. Questions related to the following areas of inquiry are irrelevant: information protected by a legally-recognized privilege, or any party’s medical, psychological, and similar records, unless the party has given voluntary, written consent; and information about the Reporting Party’s prior sexual history, except as described above.

If a party or witness does not submit to questioning by the other party’s advisors at the hearing, the Hearing Officer may not rely on any statement of that party or witness in reaching a determination regarding responsibility. The Hearing Officer may not draw any adverse inference from the decision of a party or witness to not participate at the hearing.

At the conclusion of the hearing, the Hearing Officer will deliberate in private to determine whether there is sufficient evidence, by a preponderance of the evidence, that Respondent engaged in conduct that violated the Title IX Policy. The Hearing Officer will draft a written notice of determination that will be distributed as follows:

- Where there is a finding of non-responsibility, the VP for EEO-TIX will issue a written notice of determination as set forth below.
- Where there is a finding of responsibility, the VP for EEO-TIX will initiate the sanctioning process. Following a finding of responsibility, a Sanctioning Officer/Panel will determine the appropriate sanction based on all available information, and the written notice of determination will be distributed as set forth below.
The hearing will be audio-recorded by the University. Neither the parties, nor any participants or observers, will be permitted to make any audio or video recordings of the hearing. However, upon request, the hearing transcript will be made available to the parties for review and inspection.

**STANDARD OF EVIDENCE**

The standard of review that the University will use when reviewing a Formal Complaint and making related determinations is preponderance of the evidence. This means that the University will decide whether it is more likely than not, based upon the available information, that the Respondent is responsible for the alleged Title IX Policy violation(s). A Respondent is presumed to be not responsible for the alleged conduct unless and until a determination regarding responsibility is made at the conclusion of the resolution process.

**SANCTIONING**

The composition of the Sanctioning Panel/Officer will be determined by the role of the Respondent:

- For Student Respondents, the Sanctioning Panel will be composed of two employees appointed by the Provost and Senior Vice President for Academic Affairs, and one student appointed by the Vice President for Student Affairs.

- For Faculty Respondents, the Committee on Professional Responsibility will serve as the Sanctioning Panel. Under the Faculty Handbook, the Committee on Professional Responsibility is a subcommittee of the Committee on Tenure and Privileges Appeals Committee. It is appointed by the Provost after consulting with the Chair of the Committee on Tenure and Privileges Appeals and the President of the Faculty. It will include past Presidents of the Faculty, if available, and research-, teaching-, practitioner-, or clinical-track faculty members.

- For a Staff Respondent, the Sanctioning Officer is a delegate of the Senior Vice President of Human Resources.

The Sanctioning Panel/Officer will convene no later than ten (10) calendar days following the referral of the Hearing Officer’s or Investigator’s finding of facts and determination of responsibility.

The Sanctioning Panel/Officer is responsible for reviewing the investigative report, written responses to the investigative report, the Hearing Officer’s or Investigator’s finding of facts and determination of responsibility, and any mitigation or impact statements submitted.

**IMPACT AND MITIGATION STATEMENTS**

The Reporting Party may submit a written statement describing the impact of the Prohibited Conduct on the Reporting Party. The Respondent may submit a written statement explaining any factors that the Respondent believes should mitigate or otherwise be considered in determining the sanctions(s) imposed. The VP for EEO-TIX will provide any statement(s) to the Sanctioning Panel/Officer. Each party has the opportunity to view the other party’s statement prior to the imposition of sanction.
SANCTIONING CONSIDERATIONS

In determining sanction, the Sanctioning Panel/Officer will consider the following factors:

- the nature and severity of the conduct;
- the impact of the conduct on the Reporting Party;
- the impact or implications of the conduct on the community or the University;
- prior misconduct for which the Respondent has been found responsible, including the Respondent’s relevant prior discipline history, both at the University or elsewhere (if available), including criminal convictions;
- whether the Respondent has accepted responsibility for the conduct;
- maintenance of a safe and respectful environment conducive to learning, including whether there is a continued hostile environment on campus caused by the Respondent’s conduct;
- presence or absence of bias as a motivation for the Respondent’s conduct;
- protection of the University community requiring extended protective measures or other sanctions; and
- any other mitigating, aggravating, or compelling circumstances in order to reach a just and appropriate resolution in each case.

The Sanctioning Panel/Officer will draft a written sanctioning determination that will include the sanction and the rationale for the sanction, and forward it to the EEO-TIX Office within five (5) calendar days for inclusion in the written notice of determination set forth below. In the event the Sanctioning Panel/Officer recommends dismissal of a tenured faculty member, that information should be included in the written sanctioning determination that is forwarded to both the parties and the Provost. The imposition of sanctions will take effect immediately and will not be stayed pending the resolution of any appeal.

SANCTIONS

The list of available sanctions for Students is: warning, censure, education, counseling, disciplinary probation, loss of privileges, suspension or expulsion from University housing, suspension or expulsion from University premises, and/or suspension or expulsion from the University’s academic or extracurricular programs.

The list of available sanctions for employees, including Faculty and Staff, is: warning, censure, education, counseling, disciplinary probation, paid or unpaid suspension of employment, demotion, or termination of employment. For tenured Faculty Respondents, the Sanctioning Panel may recommend that the Provost initiate formal charges for termination consistent with Chapter 8 of the Faculty Handbook. This recommendation will consider whether the findings and conclusions meet the criteria stated in Section 8-C of the Faculty Handbook for adequate cause for dismissal of a tenured faculty member. The Provost may decide to bring formal charges and, if so, the charges shall be considered pursuant to the formal proceedings set forth in Section 8-D (2) of the Faculty Handbook, commencing with Step 4. Formal charges are heard by a dismissal Hearing Board as provided in Step 5 of Section 8-D (2). It is up to the Provost to decide whether to file formal dismissal charges, regardless of whether the panel has recommended them. At the conclusion of the tenure dismissal process, the Provost will communicate the sanctioning determination to the VP for EEO-TIX.
REMEDIES

The VP for EEO-TIX will review the determination of responsibility and sanction, if any, to determine whether additional remedies for the Reporting Party or the University community are necessary to restore and preserve equal access to the University’s education program and activity. Examples of such remedies may include the continuation or initiation of supportive measures, including the provision of counseling, academic services, escort services, and/or training for members of the University community, as well as modifications to academic, employment, or housing conditions or assignments.

WRITTEN NOTICE OF OUTCOME

The Hearing Officer and Sanctioning Panel/Officer will prepare a written decision, including the finding of responsibility or non-responsibility, and rationale, and provide that determination simultaneously and in writing to the parties. The VP for EEO-TIX will issue the written notice of outcome to the Reporting Party and Respondent simultaneously, and within ten (10) calendar days following the conclusion of the deliberations. The notice of outcome will include: (i) Identification of the allegations potentially constituting Prohibited Conduct; (ii) A description of the procedural steps taken from the receipt of the Formal Complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held; (iii) Findings of fact supporting the determination; (iv) Conclusions regarding the application of the Title IX Policy to the facts; (v) A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions imposed on the Respondent, and whether remedies designed to restore or preserve equal access to the University’s education program or activity will be provided to the Reporting Party; and (vi) The procedures and permissible bases for the Reporting Party and Respondent to appeal.

In disciplinary cases where the policy violation includes a crime of violence USC will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.
APPEALS

Both a Reporting Party and Respondent have the right to appeal the dismissal of the Formal Complaint, the final determination of responsibility, and/or the resulting sanction based on the following three limited grounds:

1. Procedural irregularity that affected the outcome of the matter. Procedural or technical irregularities will not be sufficient to sustain an appeal unless found to have affected the outcome of the Formal Complaint.

2. New evidence, not reasonably available at the time of the hearing, regarding responsibility or dismissal of the Formal Complaint, that could affect the outcome of the matter. An appeal on this basis is limited to new evidence that was not reasonably available at the time the determination regarding responsibility was made and that could affect the outcome of the Formal Complaint. The appeal must specify the new evidence that was not reasonably available at the time of the determination, why the evidence was unknown or unavailable, and how the new evidence could affect the outcome of the Formal Complaint.

3. The VP for EEO-TIX, Investigator(s), Hearing Officer, or Sanctioning Officer/Panel had a conflict of interest or bias for or against Reporting Parties or Respondents generally, or the individual Reporting Party or Respondent, that affected the outcome of the matter. The appeal must specify the basis on which the party believes there is an actual conflict of interest or bias that affected the outcome of the matter.

A concise written request for appeal must be submitted to the VP for EEO-TIX within seven (7) calendar days following delivery of either the notice of the outcome in the event of a finding of non-responsibility, or the written sanctioning decision in the event of a finding of responsibility. Each party may respond in writing to any appeal submitted by the other party. Written responses must be submitted within seven (7) calendar days following delivery of the notice of the written appeal. Written requests for appeal submitted by one party will be shared with the other party.

The designated Appellate Authority may be an external professional or a University administrator who is appropriately trained and free from conflict of interest or bias. Depending on the identity of the Respondent at the time of the alleged Sexual Misconduct, the Appellate Authority may be:

- For a Student Respondent, the Appellate Authority is a delegate of the Vice President of Student Affairs who is not otherwise involved in any step of the process.
- For a Faculty Respondent, the Appellate Authority is a delegate of the Provost who is not otherwise involved in any step of the process.
- For a Staff Respondent, the Appellate Authority is a delegate of the Senior Vice President of Human Resources who is not otherwise involved in any step of the process.

Either party may challenge the Appellate Authority on the basis of conflict of interest or bias. The Appellate Authority will review the written appeal submissions by the parties, the investigative report (including all exhibits and related materials), and the written notice of outcome.
The Appellate Authority may:

1. affirm the findings or determination of responsibility;
2. affirm or modify the sanction(s); or
3. remand the matter for reevaluation or further investigation.

The Appellate Authority will issue a simultaneous written decision to the parties, including any changes to the underlying findings and sanction, and when those results become final.

The time frame for filing an appeal based on newly-discovered information may be extended at the discretion of the VP for EEO-TIX where the evidence could not reasonably have been discovered within the time frame and a compelling justification exists for its consideration within (10) calendar days of receipt of the appeal. In reaching a decision, the Appellate Authority has the discretion to consult with relevant stakeholders. The decision by the Appellate Authority is final.

TIME FRAMES FOR RESOLUTION

The University will seek to complete the formal resolution process in a prompt and timely manner consistent with the reasonably prompt timeframes for the major stages of the process. The University may extend any timeframe for good cause. An extension may be required for good cause to ensure the integrity and thoroughness of the investigation; to comply with a request by law enforcement; in response to the unavailability of the parties (or their advisors) or witnesses; based on the need for language assistance or accommodation of disabilities; or for other legitimate reasons, such as intervening breaks in the academic calendar, finals periods, the complexity of the investigation, the volume of information or length of the written record, and/or the severity and extent of the alleged misconduct. While requests for delays by the parties may be considered, the University cannot unduly or unreasonably delay the prompt resolution of a report.

Reasonable requests for delays by the parties will serve to extend the anticipated time period for resolution of the report. The VP for EEO-TIX, in consultation with the Investigator, has the authority to determine whether an extension is required or warranted by the circumstances, and will notify the parties simultaneously in writing of any extension of the timeframes for good cause and the reason for the extension.

ALTERNATIVE RESOLUTION

Following receipt of a Formal Complaint, the University may resolve reports through Alternative Resolution, as appropriate based on the circumstances. Alternative Resolution is available only once a Formal Complaint has been filed, prior to a determination of responsibility, and if the Reporting Party and Respondent voluntarily consent to the process in writing. Under the Title IX regulations, Alternative Resolution is not available in cases in which an employee (faculty or staff) is alleged to have sexually harassed a student. In all cases, the VP for EEO-TIX will have discretion to determine whether or not Alternative Resolution, or any particular form of Alternative Resolution, is appropriate to the circumstances.

Alternative Resolution may involve agreement to pursue individual or community remedies, including targeted or broad-based educational programming or training; supported direct conversation or interaction with the Respondent; mediation; indirect action by the EEO-TIX Office or other appropriate University officials; and other forms of resolution that can be tailored to the needs of the parties. With the voluntary consent of the parties, alternative resolution may be used to impose agreed-upon disciplinary sanctions.
If the parties are interested in pursuing Alternative Resolution, the VP for EEO-TIX will send written notices to the parties describing:

1. The allegations at issue;
2. The requirements of the Alternative Resolution process;
3. The circumstances under which the parties are precluded from resuming a Formal Complaint arising from the same allegations;
4. The right to end the Alternative Resolution process at any time prior to resolution and resume the Formal Complaint process; and
5. The consequences resulting from participating in the Alternative Resolution, including that the records and communications created or maintained as part of the Alternative Resolution process may be viewed by parties, or later used or considered in the Formal Complaint process, including in an investigation or at a hearing if found to be relevant by the Investigator or Hearing Officer.

All parties will be required to return signed copies of the written notices agreeing to the Alternative Resolution process. With any form of Alternative Resolution, each party has the right to choose and consult with an advisor, or request that one be provided to them by the University, if available.

Any form of Alternative Resolution and any combination of interventions and remedies may be utilized. If an agreement acceptable to the University, the Reporting Party, and the Respondent is reached through Alternative Resolution, the terms of the agreement are implemented and the matter is resolved and closed. The VP for EEO-TIX or designee will monitor the implementation of the agreement as appropriate. If an agreement between the parties, and subject to the VP for EEO-TIX’s approval, is not reached, or if a Respondent fails to comply with the terms of the Alternative Resolution, the Formal Complaint may be referred for investigation or an investigation may resume under the formal resolution process. Depending on the terms of the Alternative Resolution agreement, the matter may be considered closed, and the parties will be precluded from filing another Formal Complaint arising from the same set of facts or circumstances. Prior to reaching a resolution, any party can withdraw from the Alternative Resolution process, and the University will resume the Formal Complaint process. The University’s goal is to complete an Alternative Resolution within thirty (30) calendar days of the parties’ written agreement to participate in the process. If the University anticipates the process will take longer, written notification will be provided to the parties with an explanation regarding the delay.
DEFINITIONS OF DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT & STALKING

The Clery Act defines dating violence, domestic violence, sexual assault and stalking as follows. California state law definitions of these same crimes are attached as Appendix A.

**DATING VIOLENCE**

Dating Violence includes any act of violence committed by an individual:

a. who is or has been in a social relationship of a romantic or intimate nature with the Reporting Party; and

b. where the existence of such a relationship shall be determined based on a consideration of the following factors:
   i. The length of the relationship;
   ii. The type of relationship; and
   iii. The frequency of interaction between the individuals involved in the relationship.

**DOMESTIC VIOLENCE**

Domestic violence means any felony or misdemeanor crime of violence committed against a person who is a spouse or former spouse, a cohabitant or former cohabitant, a person with whom they have a child, or with whom they have a previous or current dating, romantic, intimate, or sexual relationship.

**SEXUAL ASSAULT**

Any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent.

**STALKING**

Stalking is a course of conduct directed at another person that would cause a reasonable person to fear for their safety or the safety of others, or (ii) to suffer substantial emotional distress.

“Course of conduct” means behavior involving two or more acts in which a person directly or indirectly monitors, follows, observes, threatens, surveils, communicates to or about another or interferes with the other person’s property.

“Substantial emotional distress” means significant mental suffering or anguish. Stalking includes “cyber-stalking.” Cyber stalking is a course of conduct in which a person uses electronic media, like the internet, social networks, blogs, cell phones, or text messages to cause reasonable fear or emotional distress.
PROGRAMS AND CAMPAIGNS TO PROMOTE AWARENESS OF DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT & STALKING

PRIMARY PREVENTION AND AWARENESS PROGRAMS AND CAMPAIGNS

The University of Southern California prohibits dating violence, domestic violence, sexual assault, and stalking and provides sexual violence prevention education to its campus community each year. To this end, all incoming students are required to participate in mandatory educational programs about preventing sexual harassment and assault and promoting a culture of caring for and respecting one another. Residential Education, in partnership with Relationship and Sexual Violence Prevention and Services, provides additional mandatory educational programs. Relationship and Sexual Violence Prevention and Services provide programming throughout the year for the reduction and prevention of sexual misconduct, domestic violence, dating or intimate partner violence, stalking and sexual harassment. The Department of Public Safety offers self-defense training by request for the purposes of risk reduction. The definitions of the terms ‘Primary Prevention” programs and “Awareness” programs are contained in Appendix B of this document.

A summary of training programs offered by various divisions follows.

OFFICE FOR EQUITY, EQUAL OPPORTUNITY & TITLE IX

The Office for Equity, Equal Opportunity & Title IX is responsible for overseeing the University’s compliance with federal and state laws regarding sexual harassment, sexual assault, dating violence, domestic violence, stalking, and other protected class harassment and/or discrimination complaints. Providing mandatory trainings for students and employees in compliance with state and federal laws is one of the core functions of the office.

The office provides numerous educational opportunities to the entire campus community for the purposes of primary prevention training and programs to raise awareness about sexual assault, dating and domestic violence, and stalking. The office provides in-person trainings when requested by students, staff, or faculty in addition to overseeing mandatory trainings for these groups.

All incoming students are required to take an online training provided by the EEO-TIX Office called Think About It that addresses primary, secondary, and tertiary prevention as well as risk reduction methods. Primary prevention is defined as efforts that address sexual, dating and domestic violence, and stalking before they occur. This mandatory training uses social norming questions that allow students to engage with a scenario and then see how their peers responded. Secondary prevention is defined as efforts that deal with the immediate effects of sexual, dating and domestic violence, and stalking if they do occur. The online training provides students with on-campus and off-campus resources available to students such as confidential counseling services, medical exam facilities, and other crisis intervention resources. Tertiary prevention is defined as efforts that manage long-term effects of sexual violence, and the training provides suggestions on how to best support someone who has experienced sexual, dating and domestic violence, or stalking. Finally, risk reduction is defined as efforts that give potential victims tools that could minimize risk of sexual violence. The only person responsible for sexual, dating and domestic violence and stalking is the person who harms another, but it is important to empower people to know how to safely engage in bystander intervention and safer partying.

The Office for Equity, Equal Opportunity & Title IX provides mandatory online training for faculty and staff.
California law requires that all supervisors receive harassment prevention training at the time of hire and again every two years. Federal law requires additional training on combatting sexual violence, including sexual assault, domestic violence, dating violence, stalking and bystander intervention. USC provides an online course with content that covers both of these requirements.

**RELATIONSHIP AND SEXUAL VIOLENCE PREVENTION AND SERVICES**

Relationship and Sexual Violence Prevention and Services (RSVP) provides support through advocacy and confidential counseling to those who have experienced sexual/gender-based harm during their time at USC. Through its educational programs, RSVP promotes awareness of sexual violence, relationship abuse, stalking, and healthy relationships/sexuality. Above all, RSVP serves as a haven for students and provides opportunities to make change on campus, through its educational programs and peer outreach program, VOICE. For more information, please visit the RSVP website at: [https://studenthealth.usc.edu/sexual-assault/](https://studenthealth.usc.edu/sexual-assault/).

Programs and resources offered by the Relationship and Sexual Violence Prevention and Services include the following:

- **Violence Outreach Intervention and Community Empowerment (VOICE) - Peer Outreach Program.** The purpose of this program is to engage USC students in supporting survivors of trauma and preventing sexual and gender-based violence in their respective communities on campus. VOICE Representatives complete an initial six-hour training to broaden their awareness of sexual violence, trauma, stalking and relationship abuse and meet biweekly for specialized learning topics. They learn about campus and local resource providers, and practice strategies for supporting a peer in crisis. Representatives use their knowledge to serve as liaisons between RSVP and their peers who are seeking assistance, information or support.

- **Programming for Domestic Violence Awareness Month, Stalking Awareness Month, and Sexual Assault Awareness Month.**

- **Support for the student group, Women’s Student Assembly, which provides programming for Take Back the Night Week events.** RSVP provides counseling support at all events and co-sponsors Clothesline Project.

- **GLOW – This program is a series of fitness classes for those who have emotional, social, physical, or cultural trauma. The barre classes are dance inspired and hybridized with HIIT (High Intensity Interval Training), Pilates, kickboxing and yoga.**

- **Clinicians often provide student organizations with trainings on an as-needed basis for various communities on-campus (e.g., fraternities/sororities/cultural groups).**

- **Annual programming for athletic teams.**

- **Library with resources for students to check-out.**

- **Resource Area as a safe-space for students to study and have coffee, snacks, and meetings.**

Services at Relationship and Sexual Violence Prevention and Services are available to all students of the USC community including University Park, Health Sciences, and all satellite locations. The Relationship and Sexual Violence Prevention and Services is located in the Engemann Student Center on the University Park Campus.
and can be reached at (213) 740- WELL(9355). RSVP is open from 8:30 a.m. to 5:00 p.m. on weekdays. Appointments and drop-in visits are welcomed. After hours, a recorded message directs callers in need of help to a staff member on call.

DEPARTMENT OF PUBLIC SAFETY VIOLENCE AGAINST WOMEN ACT TRAINING

USC’s Department of Public Safety collaborates with various community stakeholders (including Title IX and RSVP) and partners with community and industry experts from the Santa Monica Rape Treatment Center, the Los Angeles Police Department, Peace over Violence and the Alliance for Hope, among others, in effective responses to reports of sexual and gender-based violence. Training focuses on crimes of sexual assault, domestic violence, dating violence and stalking, the neurobiology of trauma, victim resources within and outside USC, evidence preservation and the impact of preserved evidence on prosecutorial efforts, report writing, trauma informed considerations for first responders, the definitions of rape culture, bystander intervention, secondary trauma and self-care and regulatory compliance with the Violence Against Women Reauthorization Act.

New DPS employees receive three-day training from multiple departments at USC, which includes presentations by the Clery Act Coordinator, the Office for Equity, Equal Opportunity & Title IX, RSVP, DPS personnel, Greek Leadership, Student Affairs and Residential Life regarding their respective roles and objectives.
ATHLETICS

All staff and student-athletes are trained on USC’s policies prohibiting sexual/interpersonal violence and protected class misconduct. This training includes education on response to incidents and reporting responsibilities. Staff and student-athletes participate annually in person and through on-line platforms in customized, USC specific trainings. Further, as required by NCAA rules, USC’s President, Athletic Director and Title IX Coordinator attest annually that coaches, athletic administrators and student-athletes were educated in sexual violence prevention. All athletic staff employees, including volunteers, also annually attest to promptly report all Prohibited Conduct to the Office for Equity, Equal Opportunity & Title IX.

OFFICE FOR FRATERNITY AND SORORITY LEADERSHIP DEVELOPMENT

The Office for Fraternity and Sorority Leadership Development provides numerous trainings throughout the year to members, advisors, directors and others regarding subjects such as: consumption of alcohol and other drugs, hazing, intervention strategies, cultural competency, sexual misconduct and consent, mental health, student organization, and department policies, campus and community safety, academic enhancement, campus resources, fire and life safety.
PROCEDURES TO FOLLOW IF A CRIME OF SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE OR STALKING OCCURS

WHAT TO DO IF YOU HAVE BEEN SEXUALLY ASSAULTED OR EXPERIENCED DATING VIOLENCE, DOMESTIC VIOLENCE, OR STALKING

1. Go to a safe location.
2. Preserve all physical evidence of the assault, even if you are unsure whether you want to report the crime. Do not shower, bathe, douche, eat, drink, wash your hands or brush your teeth until you have had a medical examination.
3. Get medical help as soon as possible.
4. Call a trusted friend, family member or someone else who can provide emotional support.
5. Call the Department of Public Safety at (213) 740-4321.
6. Call 911 to reach the Los Angeles Police Department (LAPD).
7. Call Relationship and Sexual Violence Prevention and Service (RSVP) at (213) 740-WELL (9355) (24 Hours).
8. Santa Monica Rape Treatment Center (310) 319-4000.
9. LAC/USC VIP Sexual Assault Response Team (SART) Center (323) 409-3800

Relationship and Sexual Violence Prevention and Services, as the designated Sexual Assault Resource Center, recommends that any person who believes they may have been sexually assaulted consider seeking the assistance of the professionals at the Santa Monica Rape Treatment Center (310-319-4000). The Rape Treatment Center is open 24 hours a day, 7 days a week and provides important services in the aftermath of an assault, including:

- Free and confidential medical care (including medications to assist in preventing sexually transmitted infections (including HIV) and emergency contraception, if requested);
- Free and confidential crisis counseling;
- Collection of forensic evidence; and Free transportation, if necessary.

In addition to the Santa Monica Rape Treatment Center, the Violence Intervention Program (323-226-3961) in Los Angeles is available to assist following a sexual assault.

Students may also visit the USC Engemann Student Health Center for medical care (including emergency contraception) and testing for sexually transmitted infections (213-740-9355). The Engemann Student Health Center cannot collect evidence.

Professional counselors are available through RSVP, and they will accompany you to the medical clinic and/or assist you through the reporting process upon your request. During regular business hours and after hours, call (213) 740-WELL (9355). After hours, call (213) 321-3982.
If you are a victim of any crime, please promptly contact the Department of Public Safety to report the crime at:

<table>
<thead>
<tr>
<th>Department of Public Safety University Park Campus</th>
<th>(213) 740-4321</th>
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<tbody>
<tr>
<td>Emergency Health Sciences Campus Emergency</td>
<td>(323) 442-1000</td>
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When a student or employee informs the Office for Equity, Equal Opportunity & Title IX that she or he has been the victim of dating violence, domestic violence, sexual assault, or stalking, the student or employee is given a written handout that explains her or his rights and options. This includes information as to counseling options, mental health, and victim advocacy.

**IMPORTANCE OF PRESERVING EVIDENCE**

It is important that you take steps to preserve and collect evidence; doing so preserves the potential options available following a sexual assault. To preserve evidence: (1) do not wash your face or hands; (2) do not shower or bathe; (3) do not brush your teeth; (4) do not change clothes or straighten up the area where the assault took place; (5) do not dispose of clothes or other items that were present during the assault, or use the restroom; and, (6) seek a medical exam immediately. If you already cleaned up from the assault, you can still report the crime, as well as seek medical or counseling treatment.

Victims of dating and domestic violence and stalking should save other types of evidence such as:

- Text message conversations;
- Instant message conversations;
- Social networking pages;
- Call logs or any other types of communications;
- Photographs or audio or video recordings; and,
- Logs or other copies of documents.

You may consult with USC’s Title IX Coordinator by calling (213) 740-5086 or Relationship and Sexual Violence Prevention and Services at (213) 740-4900 for assistance.

The University strongly encourages prompt reporting of all crime and prohibited conduct. Prompt reporting allows for the collection and preservation of evidence, including physical evidence, digital media, and witness statements. The ability to effectively investigate and respond may be limited by delay.

Reports of crime and prohibited conduct made to the University will be documented in compliance with the Clery Act, a federal law requiring data collection of crime within the campus geography. Personal information is not documented, only type of conduct, and the time, date, and location. This data collection is an important tool for keeping our community safe.
DRUG-FACILITATED SEXUAL ASSAULT

Alcohol is the most commonly used substance in drug-facilitated sexual assaults. However, other drugs (sometimes called “date rape” drugs, although that can be a misnomer as the drugs may be used by a perpetrator who is not dating the victim) might also be used in conjunction with alcohol to cause another person to become quickly incapacitated. These substances radically reduce a victim’s ability to resist and, oftentimes, to remember the details of an assault or even the fact that an assault occurred. So called “date rape drugs” come in many forms, including over-the-counter medications (sleep aids, antihistamines or allergy pills), prescription medications (anti-anxiety medications, sleeping pills), or street drugs (Rohypnol, ecstasy, ketamine, GHB). Street drugs are particularly dangerous because they can be added to drinks – very often to alcohol – without changing drink color or taste.

Symptoms of drugging may vary and will depend on the type of drug, whether it was combined with alcohol, and the quantity of the drug consumed. For many drugs, symptoms will start quickly, often within 15-30 minutes, and may include:

- Rapidly reduced inhibitions
- Low blood pressure (particularly from Rohypnol)
- Dizziness, disorientation or blurred vision (common from other drugs, but particularly Rohypnol)
- Nausea
- Loss of bowel or bladder control
- Difficulty breathing
- Feeling drunk when you haven’t consumed any alcohol or very limited amounts
- Loss of balance or finding it hard to move
- Sudden body temperature change that could be signaled by sweating or chattering teeth
- Waking up with no memory, or missing large portions of memories
- Waking up feeling particularly confused or disoriented
- Hallucinations
If you believe you were drugged, get to a hospital quickly (within 24 hours if possible) and request a blood or urine test to determine what might be in your system as many of these drugs leave the body rapidly. This can help preserve evidence for a future disciplinary investigation or to support a potential criminal prosecution against an assailant.

The following safety information is offered to reduce the likelihood of a drug-facilitated sexual assault:

- Never leave your drink unattended and keep an eye on your friends’ drinks.
- Don’t accept a drink from someone you don’t know.
- Open and pour your own drink.
- Consider sticking to bottled drinks and avoid punch bowls or jugs or pitchers of cocktails.
- Don’t give out your address to someone you’ve just met.
- If you think your drink has been tampered with, don’t drink it – tell trusted friends immediately (if possible, try to keep the drink to preserve as possible evidence).
- When possible, use the buddy system when out with friends; agree to keep an eye on your friends and to go home together.
- If a friend starts to exhibit symptoms of possible drugging, seek medical help immediately.

If you are a victim of a drug facilitated sexual assault, please promptly contact the Department of Public Safety to report the crime at:

<table>
<thead>
<tr>
<th>Department of Public Safety University Park Campus Emergency</th>
<th>(213) 740-4321</th>
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<tbody>
<tr>
<td>Health Sciences Campus Emergency</td>
<td>(323) 442-1000</td>
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DATING AND DOMESTIC VIOLENCE

There are certain signs that can alert you that you may be in an abusive relationship/situation. Below are some of the most common signs:

PHYSICAL SIGNS:

- Control of money and funds
- Physical Abuse
- Throwing items
- Pulling hair
- Pushing or pulling
- Grabbing clothing
- Preventing you from leaving or forcing you to go

SEXUAL SIGNS:

- Forcing you to engage in sexual behaviors or sexual contact
- Rape, or other forms of sexual assault

EMOTIONAL (VERBAL, PSYCHOLOGICAL) SIGNS:

- Name calling
- Insults
- Character attacks
- Continual criticism
- Public put downs
- Humiliation
- Blaming
- “Walking on eggshells”
- Intimidation through manipulation
- Threatening to end their life without you/engaging in other forms of self-harm

EMOTIONAL ABUSE CAN INCLUDE:

- Social isolation
- Monitoring
- Refusing trust/acting jealous
- Financial pressure
- Utilizing finances as leverage
If you are a victim of domestic or dating violence, please promptly contact the Department of Public Safety to report the crime at:

<table>
<thead>
<tr>
<th>Department of Public Safety University Park Campus Emergency</th>
<th>(213) 740-4321</th>
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</thead>
<tbody>
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<td>Health Sciences Campus Emergency</td>
<td>(323) 442-1000</td>
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</table>

STALKING

Stalking often involves individuals known to each other or who have a current or previous relationship. It may also involve strangers, and it is experienced by women and men of all races, ethnicities, religions, ages, abilities and sexual orientations. It can affect every aspect of a person's life. It often begins with phone calls, emails, text messages or letters and may escalate to physical violence.

Some examples of behavior, when part of a course of conduct, which may come under this definition:

- Unwanted communication, including face-to-face contact, telephone calls, voice messages, emails, text messages, postings on social networking sites, written letters, or gifts
- Posting picture(s) or information on social networking sites or other websites
- Sending unwanted or unsolicited email or chat requests
- Posting private or public messages on school bulletin boards or internet sites
- Installing spyware on another person’s computer
- Using Global Positioning Systems (GPS) to monitor another person
- Pursuing, following, waiting or showing up uninvited at or near a course; classroom, residence, workplace or other places frequented by the victim
- Surveillance or other types of observation, including staring or “peeping”
- Vandalizing property
- Gathering information about an individual from friends, family or co-workers
- Threatening to harm self or others
- Defaming by lying to others about the victim (e.g., rumors of infidelity, etc.).

If you are a victim of stalking, please promptly contact the Department of Public Safety to report the crime at:

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<tr>
<th>Department of Public Safety University Park Campus Emergency</th>
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<tbody>
<tr>
<td>Health Sciences Campus Emergency</td>
<td>(323) 442-1000</td>
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</table>
USC complies with the Drug-Free Schools and Campuses Regulations of 1989 and the Drug-Free Workplace Act of 1988, which state that “as a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education must certify that it has adopted and implemented a program to prevent the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees.” A summary of related services, policies, and procedures is sent to each member of the USC community in accordance with this regulation.

USC is committed to providing students and employees alike with a drug-free environment for both work and study. All members of the University community are encouraged to be actively involved in the prevention of alcohol and other drug abuse. Prevention, education, and early intervention programs are available, along with counseling and referrals to appropriate mental health and medical services. Multiple resources on this topic are available for students and employees and can be located at: http://policy.usc.edu/drug-free/.

To access USC’s alcohol and other drug policy for information concerning potential institutional and criminal sanctions for violations of University policy or the law, or for information concerning resources for help in addressing alcohol or drug related health issues, please refer to the student handbook, SCampus at https://policy.usc.edu/scampus/ and to the USC Drug-Free policy issued by USC’s President at http://policy.usc.edu/drug-free/.

Students may also visit the University Park Health Center for services and referrals regarding alcohol or other drug abuse or may visit the Engemann Student Health Clinic website at: http://engemannshc.usc.edu/.
EDUCATIONAL PROGRAMMING, CAMPAIGNS, AND OPTIONS TARGETING ALCOHOL USE

MANDATORY ONLINE TRAINING FOR STUDENTS

The safety, health, and well-being of students are essential to their success at the University of Southern California. On the myUSC website, there are three online learning modules designed to provide formative knowledge and exposure to some personal skill development on the critical topics of alcohol use, sexual consent, and campus safety. Students must complete the courses by certain deadlines. A hold will be placed on spring 2018 semester registration if the required courses are not completed. Failure to complete these online learning modules will also delay ability to join a fraternity or sorority. For more information, see https://policy.usc.edu/ at Section 13.

ALCOHOLEDU FOR COLLEGE

Whether or not you decide to drink alcohol while you are at USC, AlcoholEdu for College aims to assist you in making well-informed decisions and responding to the possible drinking-related behavior of your peers. Please note that incoming undergraduate students are required to complete USC’s AlcoholEdu for College and pass the final exam even if you have done so at another institution.

For technical support, call 1-866-384-9062. For program questions, contact alcedu@usc.edu.

THINK ABOUT IT

“Think About It” is an online course that encourages students to reflect critically on such topics as healthy relationships, consent, dating violence, sexual assault, bystander intervention, and University resources and reporting options available through the University’s administrative process and through local law enforcement.

For technical support, contact 1-800-652-9546 or admin@campusclarity.com.

For program questions, contact the Office of the Title IX Coordinator at 1-213-821-8298 or titleix@usc.edu.

ON THE SAFE SIDE

This interactive training, designed by the USC Game Innovation Lab, provides tips to help students make safe choices at USC and beyond. The training follows Ty, an incoming USC student, who faces some common situations where making safe choices is critical. These scenarios are modeled after real situations that students have encountered. Learn to be aware of your surroundings in a lovingly crafted virtual version of the USC campus.
PROHIBITED CONDUCT REGARDING ALCOHOL

The following are prohibited under USC policy, California state law, and City of Los Angeles municipal ordinance:

- Purchase, possession, or consumption of alcoholic beverages (including beer and wine) by any person under the age of 21;
- Provision of alcoholic beverages to individuals under 21 years of age; sale, either directly or indirectly, of alcoholic beverages (including beer and wine), except under the authority of a California Alcoholic Beverage Control Board license;
- Service of alcohol to an intoxicated person or to the point of intoxication; manufacture, use, or provision of a false state identification card, driver’s license, or certification of birth or baptism;
- Drunk and disorderly behavior in public view, including on public sidewalks, walkways, public areas of academic facilities, recreation fields, University housing corridors, and lounges.
- Consumption of alcoholic beverages in a public place unless the location is licensed for consumption; and possession of an alcoholic beverage in any open container in a motor vehicle or while operating a bicycle, skates, skateboard, or scooter is prohibited regardless of who is driving and whether one is intoxicated.
- Alcoholic beverages are prohibited on USC property and at any event sponsored or hosted by a campus individual, University recognized student group (including fraternities and sororities), department, or office unless they are approved in advance by the University.

The University’s policy is to conform to all applicable laws and follows the current stance of the medical and mental health professions regarding the use of psychoactive substances including stimulants, depressants, narcotics, inhalants, and hallucinogens, including marijuana. The University expects all students and student groups to comply with all local, state and federal laws. It is the responsibility of each individual to be aware of, and abide by, all federal, state and local ordinances and University regulations. Current laws provide for severe penalties for violations, which may result in criminal records. The University’s policy on alcohol and other drugs can be viewed online at https://policy.usc.edu/drug-free/ at Section 4 – Alcohol and other drugs.
ACTIONS TAKEN WHEN A STUDENT HAS VIOLATED THE ALCOHOL AND OTHER DRUGS POLICY

As an academic community, USC exercises certain discretion with respect to protecting the educational environment by establishing and enforcing standards of conduct that students and student groups are expected to follow. These standards mandate sanctions related to certain use and abuse of alcohol and other drugs where appropriate. Students are expected to respect these standards, the authority of the University, faculty and staff, and each other. If a student violates any standards of conduct, the University or any individual within the University may file a complaint against the student. Students who participate in the Overseas Studies Programs are subject to the laws of the host country as well as University standards of conduct. Student organizations are expected to follow the standards of conduct as is any individual student. In the event the University determines that a violation of the alcohol and other drug policy has occurred, any of the following sanctions may be imposed:

- Community Service
- Suspension
- Revocation of recognition as a student organization
- Educational sessions
- Expulsion from the University
- Social probation
- Denial of use of University facilities
- Disciplinary probation
- Suspension from the University

Actions taken when a faculty or staff member has violated the alcohol and other drugs policy.

When problems arise due to alcohol and other drug use and abuse, it is the University’s goal to provide faculty and staff members, whenever possible, with options for assessment, recommendations, counseling, referrals and/or treatment. In the event that a faculty or staff member is found to be in violation of University policy, in addition to potential federal, state and municipal legal action and penalties, the individual may be subject to University disciplinary sanctions up to and including dismissal. Thus, self-referral and early detection and referral are critical to the rehabilitation of employees. For details, please refer to the Faculty Handbook which can be located at: https://policy.usc.edu/faculty/faculty-handbook/. For staff, please refer to the Staff Disciplinary Practices policy at https://policy.usc.edu/staff-disciplinary-practices/.

SANCTIONS UNDER STATE AND FEDERAL LAW

Failure to comply with state and federal laws concerning alcohol or drug use, possession, transportation, or consumption may result in criminal sanctions, including imprisonment, fines and penalties, and suspension or revocation of driving privileges.
AMNESTY WHEN REPORTING MISCONDUCT OR SEEKING HELP

The Medical Amnesty Good Samaritan Policy was implemented March 31, 2014, through the Department of Student Affairs, to remove any fear or hesitation students may have about contacting a resident advisor, calling a Department of Public Safety Officer, or calling 911 while under the influence of alcohol or another substance. Students who seek help, report sexual misconduct or seek medical assistance will not be subject to disciplinary sanctions for their consumption of alcohol or other substances under this policy. The full text of the policy can be located in SCampus at Part B or at the following link https://policy.usc.edu/files/2020/08/Policy-on-Prohibited-Discrimination-Harassment-and-Retaliation-8.14.204.pdf.

Substance Abuse Resources are listed in Appendix C to this document.
CRIME STATISTICS

DEFINITIONS OF REPORTABLE CRIMES

- **Murder/Manslaughter** – defined as the willful killing of one human being by another.

- **Negligent Manslaughter** – is defined as the killing of another person through gross negligence.

- **Sexual Assault** – is defined as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent, as well as incest or statutory rape. The following sex offenses fall with the definition of Sexual Assault:
  - **Rape** - The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
  - **Fondling** - The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
  - **Incest** - Non forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
  - **Statutory Rape** - Non forcible sexual intercourse with a person who is under the statutory age of consent.

- **Robbery** – is defined as taking or attempting to take anything of value from the car, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

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

- **Burglary** – is the unlawful entry of a structure to commit a felony or a theft.

- **Motor Vehicle Theft** – is the theft or attempted theft of a motor vehicle.

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

- **Hate Crimes** – includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of bias listed below, plus the following crimes.

- **Larceny/Theft** – includes, pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

- **Simple Assault** – an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.
• **Intimidation** – to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

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

**CATEGORIES OF PREJUDICE SPECIFIC TO HATE CRIMES**

- **Race** – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.
- **Gender** – A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
- **Gender Identity** – A preformed negative opinion or attitude toward a group of persons because of the gender identify by those persons.
- **Religion** – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.
- **Sexual Orientation** – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.
- **Ethnicity/national origin** – A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions.
- **National Origin** – A preformed negative opinion about a group of persons based upon them being from a particular country or part of the world.
- **Disability** – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/ challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.
ARRESTS AND REFERRALS FOR DISCIPLINE FOR VIOLATIONS OF LIQUOR, DRUG, AND WEAPONS LAWS

- **Liquor Law Violations** - The violation of state and local municipal laws and ordinances prohibiting the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

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

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

CLERY ACT GEOGRAPHY DEFINITIONS

The following definitions apply to the geographical locations of incidents disclosed in the crime statistics tables contained in this report. The University’s on-campus, on-campus residential and public property map for 2019 can be accessed on the Department of Public Safety’s website at: https://dps.usc.edu/alerts/clery-map/.

- **On-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 the property described above in 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).

- **On-Campus, Student Housing Facilities**: An institution that has on-campus student housing facilities must separately disclose two sets of on-campus statistics: the total number of crimes that occurred on campus, including crimes that occurred in student housing facilities, and the number of crimes that occurred in on-campus student housing facilities as a subset of the total. In other words, if a Clery Act crime is reported to have occurred in an on-campus residence hall, the incident is counted twice. It is reported in the overall on-campus statistics table and once in the on-campus residence hall statistics table.

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

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1. Under Clery, an arrest is defined as the processing of a person by arrest, citation, or summons. A referral for disciplinary action is defined as the referral of any person to an institution official who institutes a disciplinary action of which a record is kept and which may result in the imposition of a sanction. Disciplinary action occurs where an official receiving the information initiates a disciplinary action, a record of the action is kept, and the action may, but not need have to, result in a sanction. Disciplinary actions may be initiated in both informal and formal manners and can include an interview or a simple, initial review of names submitted to an institutional official. An incident involving both an arrest and a referral for discipline is counted only as an arrest.

2. Additional campus maps are located in Appendix D.
• **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. The University owns or controls several different types of non-campus properties, including but not limited to fraternity and sorority houses, student housing, sporting venues, academic facilities, administrative support services, child care facilities and parking.
**CLERY ACT CRIME STATISTICS TABLES**


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<tbody>
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<tr>
<td><strong>Liquor Law Violations</strong></td>
</tr>
<tr>
<td><strong>Unfounded Crimes</strong></td>
</tr>
</tbody>
</table>

**Hate Crimes**

2018 - One hate crime classified as intimidation with a bias of race on campus property. One hate crime classified as vandalism with a bias of religion on campus property.

2017 - One hate crime classified as vandalism with a bias of race committed on non-campus property. Three hate crimes classified as intimidation with a bias of race committed on campus. One hate crime classified as intimidation with a bias of religion committed on campus.

2016 - Two hate crimes classified as simple assault, one with a bias of race committed in a residential facility and the other with a bias of sexual orientation committed on non-campus property. Three hate crimes classified as vandalism, two with a bias of national origin committed on campus and one with a bias of religion committed in a residential facility. Two hate crimes classified as intimidation, one with a bias of religion and the other with a bias of ethnicity committed on campus.

**Footnote 1:**

2016 - One report of sexual assault alleged to have occurred on-campus residential was unfounded by the LAPD.

**Footnote 2:**

Crime statistics displayed in the LAPD column reflect crimes directly reported to the Los Angeles Police Department (LAPD) and not to USC’s Department of Public Safety but which occurred on or in buildings or property owned or controlled by USC. In some cases, the specific address of a crime reported to the LAPD is not identified to a specificity which allows USC to denote the crime in one of the four Clery geography definitions. The University is working with the LAPD to reconcile Tyndall-related statistical information provided by LAPD and will update the 2018 statistics when there is sufficient information to accurately disclose the number of reports received by LAPD.
**The 2018 crime statistics for rape and fondling include information about reports related to George Tyndall, a former gynecologist in the student health center from 1989 until his removal from the center in 2016. The statistics reflect Clery reportable incidents reported to the University during the 2018 calendar year for incidents alleged to have occurred during Tyndall’s tenure. As a result, there were increases in the categories of rape and fondling for the University Park campus for incidents related to Tyndall. All reports received in 2018 involve alleged conduct prior to June 2016.

The statistics for 2018 in the October 1, 2019 annual security report represented the University’s good faith effort to classify and include all Tyndall-related conduct reported to designated campus officials in 2018 based on reasonably available information as of that date. As noted at the time, the University reviewed reports and concerns from the Praesidium helpline, the Title IX Office, Risk Management, and the Office of Conduct, Accountability, and Professionalism. Most of the reports received through the helpline or other direct reporting services describe concerns about the manner in which Tyndall interacted with patients in a clinical setting; this conduct may fall outside of medical protocol or violate University policy and state or federal law, but does not squarely fit within the prescribed Clery definitions of rape or fondling. In some instances, the information in the report to the University was incomplete or unclear and did not meet the required elements for reporting under the Clery Act. Based on guidance from the Department of Education, the University has continued to review available and/or additional sources of information to determine whether additional crime reports should be included in the 2018 statistics. That review has resulted in this update to the statistics related to Tyndall.

In October of 2019, the University identified 68 reports of rape and 4 reports of fondling. The ongoing review resulted in an increase of 32 reports of rape and 12 reports of fondling. The Tyndall reports classified as rape all occurred in the context of a gynecological exam; none involved reports of intercourse. For incidents unrelated to Tyndall in 2018, there were 24 reports of rape and 21 reports of fondling.

As noted in the introduction section of this report, as of October 1, 2019, 762 current and former students had filed lawsuits in state court and 49 current and former students were plaintiffs in one consolidated federal court action who have asserted that they were harmed by Tyndall. The Department of Education has advised that an averment in a federal or state civil complaint, without a direct report to a CSA, does not constitute a Clery reportable incident without further steps to identify and reconcile the information.

The University will continue to actively review and revise the 2018 statistics as additional sources of information are able to be reconciled. Those sources of information include statistics provided by the Los Angeles Police Department, which are not able to be reconciled in the format in which they have been provided, as well as any information from civil lawsuits that would reflect a report was previously made to the University. The University will continue to assess additional information it receives, will revise the 2018 statistics as required, and will share updated numbers with the University community and the Department of Education in an accurate, complete and timely manner.
### Crime Statistics for the Annual Security and Fire Safety Report 2019

#### Health Sciences Campus

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<th>CLASSIFICATION</th>
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#### Crime Statistics

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#### Footnote 1:
Crime statistics displayed in the LAPD column reflect crimes directly reported to the Los Angeles Police Department (LAPD) and not to USC's Department of Public Safety but which occurred on or in buildings or property owned or controlled by USC. In some cases, the specific address of a crime reported to the LAPD is not identified to a specificity which allows USC to denote the crime in one of the four Clery geography definitions.

#### Footnote 2:
Due to recent regulatory guidance provided by the U.S. Department of Education, including in program review determinations and in the guidance contained in the Handbook for Campus Safety 2016, the University of Southern California has included crime report statistics for LAC + USC as part of its on-campus Clery reportable statistics for 2018. LAC + USC is a university-affiliated hospital.
### Crime Statistics for the Annual Security and Fire Safety Report 2019

#### USC Abroad Programs

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</table>

#### Hate Crimes

- 2018 - None
- 2017 - None
- 2016 - None

**Footnote 1:** In 2016, USC only received crime statistical data from France, Greece and the United Kingdom, in response to its annual request for crime statistics required by the Clery Act. Only the non-campus category is applicable for USC abroad reporting purposes. USC does not collect data for disciplinary referrals from abroad programs.
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**Footnote 1:** Crime statistics displayed in the APD column reflect crimes directly reported to the Alhambra Police Department (APD) and not to USC’s Department of Public Safety but which occurred on or in buildings or property owned or controlled by USC. In some cases, the specific address of a crime reported to the APD is not identified to a specificity which allows USC to denote the crime in one of the four Clery geography definitions.
## Crime Statistics for the Annual Security and Fire Safety Report 2019

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Footnote 1:
Crime statistics displayed in the LAPD column reflect crimes directly reported to the Los Angeles Police Department (LAPD) and not to USC’s Department of Public Safety but which occurred on or in buildings or property owned or controlled by USC. In some cases, the specific address of a crime reported to the LAPD is not identified to a specificity which allows USC to denote the crime in one of the four Clery geography definitions.
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### Footnote 1:
Crime statistics displayed in the LASD column reflect crimes directly reported to the Los Angeles County Sheriff's Department (LASD) and not to USC’s Department of Public Safety but which occurred on or in buildings or property owned or controlled by USC. In some cases, the specific address of a crime reported to the LASD is not identified to a specificity which allows USC to denote the crime in one of the four Clery geography definitions.
## Crime Statistics for the Annual Security and Fire Safety Report 2019

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- 2017 - None
- 2016 - None
# Crime Statistics for the Annual Security and Fire Safety Report 2019

## Marina Del Rey

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**Footnote 1:**
Crime statistics displayed in the LASD column reflect crimes directly reported to the Los Angeles County Sheriff’s Department (LASD) and not to USC’s Department of Public Safety but which occurred on or in buildings or property owned or controlled by USC. In some cases, the specific address of a crime reported to the LASD is not identified to a specificity which allows USC to denote the crime in one of the four Clery geography definitions.
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Footnote 1:
Crime statistics displayed in the IPD column reflect crimes directly reported to the Irvine Police Department (IPD) and not to USC’s Department of Public Safety but which occurred on or in buildings or property owned or controlled by USC. In some cases, the specific address of a crime reported to the IPD is not identified to a specificity which allows USC to denote the crime in one of the four Clery geography definitions.
## Crime Statistics for the Annual Security and Fire Safety Report 2019

### Sacramento

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*Footnote 1:* Crime statistics displayed in the SPD column reflect crimes directly reported to the Sacramento Police Department (SPD) and not to USC’s Department of Public Safety but which occurred on or in buildings or property owned or controlled by USC. In some cases, the specific address of a crime reported to the SPD is not identified to a specificity which allows USC to denote the crime in one of the four Clery geography definitions.
### Crime Statistics for the Annual Security and Fire Safety Report 2019

#### San Diego

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**Footnote 1:**
Crime statistics displayed in the SDPD column reflect crimes directly reported to the San Diego Police Department (SDPD) and not to USC's Department of Public Safety but which occurred on or in buildings or property owned or controlled by USC. In some cases, the specific address of a crime reported to the SDPD is not identified to a specificity which allows USC to denote the crime in one of the four Clery geography definitions.
ANNUAL FIRE SAFETY REPORT AND STATISTICS
The Higher Education Opportunity Act (HEOA) of 2008 requires higher education institutions to annually report fire safety information to the U.S. Department of Education (DOE). All eligible colleges and universities are required to publish their fire safety information and fire statistics by October 1st each year.

This report is intended to inform current and prospective students and the University community of the fire safety programs and policies in place at the University of Southern California, and the institution's state of readiness to detect and respond appropriately to fire-related emergencies. The University is committed to maintaining excellent fire safety in campus residential facilities, and consequently has never had fire resulting in a serious injury, or fatality in a University residential building. This report describes fire safety systems in University residential facilities, fire drill and fire prevention programs, fire reporting procedures, and statistics regarding the incidence of fires and fire alarms.

RESIDENTIAL FIRE LIFE SAFETY SYSTEMS
University-owned residential buildings, with the exception of the Gamble House in Pasadena, are covered by an integrated automatic fire sprinkler and fire alarm system, which is monitored 24 hours a day. The buildings are equipped with either emergency generators or batteries that provide backup power for fire safety equipment and emergency lighting. The University’s approach is to voluntarily retrofit every residential building with automatic fire sprinklers to maintain the highest standard of fire/life safety possible for 100% of University-owned residential buildings. University-owned residential facilities fire safety equipment and systems are inspected, tested, and maintained regularly by examiners approved by the Los Angeles Fire Department, as required by municipal code.

PROCEDURE FOR FIRE DRILLS
Supervised fire drills are conducted each year for every on-campus, non-campus, and managed residential building at the beginning of each semester, in coordination with the Office of Fire Safety and Emergency Planning, USC Facilities Management Services, and Housing. Residents are required to participate in fire drills and are walked through the process of evacuating the building in which they reside at the time of each fire drill. Each resident who signs a lease agreement with Housing is given a copy of the USC Resident Information Move-In Guide, which includes information on fire safety and the appropriate action to take during a fire alarm or fire emergency. In addition, resident assistants are trained annually in fire safety, basic first aid, and life safety procedures.

PROCEDURES FOR EMERGENCY RESPONSE AND EVACUATION TESTS
USC’s Fire Safety and Emergency Planning department conducts annual emergency response and evacuation drills of all residential properties and documents the results of each drill in a log with a description of the drill, the date and time of the drill and whether it was announced or unannounced.
RULES ON PORTABLE ELECTRICAL APPLIANCES, SMOKING AND OPEN FLAMES

Policies regarding portable electrical appliances, smoking and open flames are contained in the residential contract at Section P: Prohibited Activities and Section Q: Prohibited Possessions. USC’s Housing and Hospitality Services Contract & Living Agreement can be accessed at: https://housing.usc.edu/index.php/publication/2020-2021-living-agreement/. The following policies address fire safety and can be found throughout the Housing & Hospitality Services Contract & Living Agreement:

**Damage to Premises.** The University shall have the absolute right to terminate this Contract and require that the Resident immediately vacate the Premises if the University, in its sole and absolute discretion, determines that the Premises has been damaged in such a manner as to make it unsafe or unfit for habitation. The cause of such damage allowing the aforementioned action by the University may include, but shall not be limited to, the following: riot, insurrection, martial law, civil commotion, act of war or terrorism, fire, flood, earthquake, or other casualty or act of God.

- **Posting Policy.** The Resident shall not post material on painted surfaces, doors, bulletin boards, corridors, hallways, emergency exit pathways, stairwells, elevators, laundry rooms, balconies, windows or glass surfaces unless approved by a USC Housing Customer Service Supervisor or by a Residential Education staff member. Approved items must be treated with fire retardant liquid and stamped as such in a visible location on the item. Materials that create a hostile or intimidating environment shall be a violation of University harassment policies (SCampus Part E). Individuals, as well as organizations, will be held accountable for violations of this policy.

- **Smoking.** Smoking (including the use of electronic and vapor cigarettes) is prohibited in all University-owned and operated Housing Facilities with no exception, including within vehicles parked on those properties. Smoking is prohibited in all University facilities located on the University Park Campus, and North University Park Campus regardless of roommate consent and regardless if the Resident is the sole occupant of the Premises. All Common Areas of any University Housing Facility, including fire pits and patios are designated non-smoking areas.

- **Candles & Incense.** The possession, storage or use of candles and incense in University Housing Facilities is prohibited.

- **Cooking Equipment and Appliances.** Cooking is only permitted in designated areas and Residents are responsible for maintaining a clean and safe cooking area. Cooking equipment and appliances, such as, but not limited to microwave ovens, hotplates, toaster-ovens, water heaters, coffee makers, barbecues, rice cookers and other electrical or gas cooking instruments are prohibited in student rooms and other spaces not designated for cooking (except in living units with kitchens). “Microfridges” are permitted in spaces deemed acceptable by USC Housing and may not exceed 4.5 cubic feet. Minor kitchen appliances are allowed in the living units with a kitchen. The Resident should consult with Residential Education staff for specifics.

- **Electronic and Vapor Cigarettes.** Electronic and vapor cigarettes are not permitted in University Housing Facilities.

- **Electrical Appliances.** Electrical appliances, equipment, or other devices that are not UL approved and labeled are prohibited.

- **Fireworks and Explosives.** Possession, storage or use of any fireworks or explosives in or around University Housing Facilities property is prohibited.
• **Heating and Air Conditioning.** Individual air conditioning units and space heaters are prohibited.

• **Hookahs.** The possession, storage, or use of hookahs in University Housing Facilities is prohibited.

• **Lamps and Lighting.** Non-LED lights, such as halogen and incandescent halogen and torchiere-style lamps, as well as non-LED decorative string lights, are prohibited in University Housing Facilities. Strobe lights are also prohibited.

• **Motorized Vehicles.** No motorized (including electric motors) vehicles or machines (e.g., motorcycles, electric scooters, jet skis, hoverboards, URB-Es) can be brought into, or stored in, University Housing Facilities due to the potential for fire damage and personal injury.

• **Open Flames.** Open flames, including cigarettes on balconies and ledges, barbecues and hibachis, candles, and incense are prohibited. Lighting any object that maintains an open flame (e.g., candles, incense, sterno) is prohibited in and around University Housing Facilities.

**FIRE AND SAFETY**

Residents are responsible for familiarizing themselves with the location of fire alarms, smoke alarms, fire-fighting and life-safety equipment, emergency exits, and emergency procedures of their Premises and Building. Fire safety orientations are held in most Buildings during the Fall semester. In all other Buildings, fire and earthquake safety information is posted on the back of the Premises doors or elsewhere in the Premises. The emergency telephone number for summoning fire, police and ambulance services is (213) 740-4321.

All housing facilities are equipped with automatic sprinkler systems. Birnkrant Residence Hall, Fluor Tower, Marks Tower, Pardee Tower, Parkside Apartments and Webb Tower are designated as high-rise buildings. These facilities are equipped with standpipes as well as a unit and Common Area fire extinguishers, per Los Angeles Fire Department Code. All high-rise buildings are equipped with window restriction locks which shall not be tampered with during occupancy.

**Fire Alarms.** Activation of fire alarms (intentional or accidental) where there is no fire is prohibited. Persons placing false alarms, interfering with fire alarm systems, or interfering with firefighters are subject to disciplinary action, removal from University Housing Facilities, and/or prosecution under California law.

**Fire Alarm Evacuation.** Residents are required to immediately evacuate the Building when the alarm sounds. Persons failing to vacate the Premises during scheduled or non-scheduled fire drills and/or fire alarm emergency evacuations are subject to disciplinary action, removal from University Housing Facilities, and/or prosecution under California law.

**Fire and Emergency Equipment.** It is prohibited to tamper with any emergency equipment (e.g., fire alarm pull stations, window locks, smoke and heat detectors, fire extinguishers, hoses, fire sprinkler systems, exit signs, evacuation maps, lights). Persons tampering with fire and safety equipment will be charged for any damage caused by such actions and may be referred the Residential Review Process.

**Fire Damage.** If a Resident intentionally starts a fire, or if a fire results from negligence, such Resident shall be held financially responsible for property damage or personal loss, and may be removed from University Housing Facilities.

**Fire Lanes.** Driving or parking motor vehicles on walkways and emergency roads is prohibited. Exceptions include University vehicles responding to service or emergency situations.
Emergency Doors. Doors designated for emergency use may only be used in the event of an actual emergency. Exiting through emergency doors at all other times is prohibited.

Additional safety information is also available on the Fire Safety and Emergency Planning website at: https://fsep.usc.edu/.

PROCEDURES FOR FIRE AND BUILDING EVACUATION WITHIN UNIVERSITY HOUSING

If a fire is detected or the fire alarm sounds:

- Everyone is to evacuate the building by stairs and exit pathways.
- Do not use elevators.
- Isolate the fire by closing doors as you leave.
- Do not attempt to extinguish fires unless you have been trained on the proper use of portable fire extinguishers.
- Activate the nearest fire alarm if it has not already been activated.
- Report the fire to the Department of Public Safety (213) 740-4321 by using a telephone in a safe area or a campus emergency phone (blue light phone).
- Once outside the building, stay out and move away from the building to clear access for the Fire Department and other emergency responders.
- Do not re-enter the building until expressly advised that it is safe to do so by the Fire Department or a University Department of Public Safety officer.
- Any fires that are extinguished or any evidence of recent fires must be reported immediately to a University Housing staff member or the Department of Public Safety, which will document and log the incident as required.
- Fire Safety and Emergency Planning staff will coordinate with the Los Angeles Fire Department in the investigation of each fire incident.

Evacuation of specific buildings or all buildings may be necessary in a major emergency. Representatives of the Office of Residential Education or Fire Safety and Emergency Planning will direct residents to an outdoor meeting place away from the structure. In the event of extended nighttime evacuation, residents will be directed to other assembly areas.

FIRE PREVENTION RELATED POLICIES

It is the goal of the University of Southern California to provide faculty, staff, students, and visitors with a safe environment free from potential fire hazards. The primary goal of the University’s Fire Prevention Program is to recognize hazardous conditions and take appropriate action before such conditions result in a fire emergency. Faculty, staff, and students are provided with basic information and guidelines on how to respond in a variety of potential emergency situations.
For more on fire prevention and other fire related topics visit: 
https://fsep.usc.edu/fire-safety/.

For a complete list of prohibited items, please refer to the University Housing Living Agreement at https://housing.usc.edu/index.php/publication/2020-2021-living-agreement/.

THE OFFICE FOR RESIDENTIAL EDUCATION

The Office for Residential Education assigns live-in staff, including full-time assistant directors, residence coordinators and assistant residence coordinators, and graduate and undergraduate resident assistants to reside in various on-campus residences. Some of USC’s most prestigious faculty members and their families also live and work within the residential colleges, and over 100 faculty and student affairs professionals interact with residents as faculty/staff mentors.

The staff of Fire Safety and Emergency Planning train staff members in the Office for Residential Education in fire safety, incipient fire suppression, disaster first aid, and the University’s Emergency Operation Plan. Residential staff provides basic information on fire safety requirements to residents within their buildings at the beginning of the academic semester and assist residents during evacuation in the event of a fire alarm. In the event of an emergency, the employees holding these positions are trained and required to “report to duty” in accordance with the University’s Emergency Operations Plan. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the Residential Education staff is trained to assist in emergency response efforts and to mobilize other staff members as needed.

NOTIFICATION PROCEDURE

The Office of Fire Safety and Emergency Planning will coordinate with the Department of Public Safety and the Los Angeles Fire Department in the investigation of each fire incident. The following persons or organization should be notified if a fire occurs:

Department of Public Safety
Emergency (213) 740-4321 Non-Emergency (213) 740-6000
FIRE LOG PROCEDURE FOR ON-CAMPUS RESIDENTIAL COMMUNITY

USC’s Fire Log is combined with its Daily Crime Log and as required by the Clery Act, the log records any fire that occurs in on-campus student housing by date reported. Information is entered by DPS dispatchers, and the resulting action(s) by DPS officers and/or the Los Angeles Fire Department is captured and documented in a brief summary for the community. The Fire Log reflects certain residential fires and locations but does not include all incidents reported in the DPS daily incident log. The Log can be accessed at http://dps.usc.edu/alerts/log/.

PLANS FOR FUTURE IMPROVEMENTS

The University continues to invest in the maintenance and necessary upgrades and improvements to fire life safety equipment. When an additional residential building is purchased or donated to the University, that building is retrofitted with a fire alarm and fire sprinkler system as soon as the work can be planned and funded. The Gamble House in Pasadena is the only University owned residential property without sprinkler coverage. The Marine Sciences Residence Hall on Catalina Island recently had a residential sprinkler system installed, which is activated automatically by heat sensors when the heat rises to over 155 degrees and it has stand-alone smoke detectors. USC’s Fire & Safety conducts two annual visits to Catalina to perform training and drills and to inspect the property.
## Fire Statistics for On-Campus Student Housing Facilities 2016 - 2018

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Address</th>
<th>Cause</th>
<th>Damage Amount</th>
<th>Injuries</th>
<th>Deaths</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/23/2018</td>
<td>University Residence Hall</td>
<td>616 West 34th Street Los Angeles, CA 90089</td>
<td>Unattended Student Activity</td>
<td>$221,500.98</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2/3/2017</td>
<td>Cardinal Gardens Apartments</td>
<td>3131 South McClintock Avenue Los Angeles, CA 900089</td>
<td>Unattended cooking</td>
<td>$20</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>8/23/2017</td>
<td>Cale and Irani Residential College</td>
<td>929 West Jefferson Blvd. Los Angeles, CA 90089</td>
<td>Unattended cooking</td>
<td>$20</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>3/22/2016</td>
<td>Residential College</td>
<td>3771 McClintock Ave.</td>
<td>Microwave was irreparably damaged. It overheated the food.</td>
<td>$200</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>9/25/2016</td>
<td>La Sorbonne Apts.</td>
<td>1170 Orchard Ave.</td>
<td>Unattended cooking; plastic pan left in broiler while the oven was pre-heating.</td>
<td>$20</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>12/2/2016</td>
<td>College Residence Hall</td>
<td>615 35th St.</td>
<td>Lit object thrown in trash chute. Extinguished with a fire extinguisher.</td>
<td>$0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
## Facilities Fire Safety Systems for On-Campus Residential Facilities 2018
### University Park Campus

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Alarm Dialer</th>
<th>Fire Alarm System</th>
<th>Fire Sprinkler System</th>
<th>Full or Partial Fire Extinguisher</th>
<th>Smoke Alarms</th>
<th>2018 Fire Drills</th>
<th>Evacuation Plans</th>
</tr>
</thead>
<tbody>
<tr>
<td>Birnkrant Residential College</td>
<td>642 West 34th St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Century</td>
<td>3115 South Orchard Ave.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Cardinal Gardens</td>
<td>3131 McClintock Ave.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Fluor Tower</td>
<td>1027 West 34th St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>International Residential College</td>
<td>3771 McClintock Ave.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>La Sorbonne Apartments</td>
<td>1170 West 31st St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Marks Tower</td>
<td>612 Hellman Way</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Marks Hall</td>
<td>631 Childs Way</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Pardee Tower</td>
<td>614 Hellman Way</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Parkside Apts.</td>
<td>3730 McClintock Ave.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>PRB Arts &amp; Humanities Residential College</td>
<td>920 West 37th Pl.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>New Residential College</td>
<td>635 McCarthy Way</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>USC Hotel</td>
<td>3520 S. Figueroa St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Trojan Hall</td>
<td>615 West Childs Way</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>University Gateway Apts.</td>
<td>3335 Figueroa St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Webb Tower</td>
<td>1015 West 34th St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Name</td>
<td>Address</td>
<td>Alarm Dialer</td>
<td>Fire Alarm System</td>
<td>Fire Sprinkler System / Full or Partial</td>
<td>Fire Extinguisher</td>
<td>Smoke Detectors</td>
<td>2018 Fire Drills</td>
<td>Evacuation Plans</td>
</tr>
<tr>
<td>--------------------------</td>
<td>--------------------------</td>
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<td>----------------------------------------</td>
<td>-------------------</td>
<td>-----------------</td>
<td>------------------</td>
<td>-------------------</td>
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<tr>
<td>Alpha Epsilon Pi</td>
<td>904 West 28th St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
</tr>
<tr>
<td>Annenberg House</td>
<td>711 West 27th</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Bel Air Apartments</td>
<td>1124 West 29th St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Beta Theta Pi</td>
<td>2714 Portland St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Cardinal and Gold</td>
<td>737 West 30th St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Centennial</td>
<td>2390 Portland St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
</tr>
<tr>
<td>Delta Chi</td>
<td>920 West 28th St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Delta Tau Delta</td>
<td>801 West 28th St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Fairmont</td>
<td>2629 Portland St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Founders</td>
<td>2610 Portland St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
</tr>
<tr>
<td>Gamma Epsilon Omega</td>
<td>2831 University Ave.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
</tr>
<tr>
<td>Helena</td>
<td>1220 West 28th St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
</tr>
<tr>
<td>Hillview</td>
<td>2605 Severance St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
</tr>
<tr>
<td>Lambda Chi</td>
<td>720 West 28th St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Manor</td>
<td>2636 Portland St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
</tr>
<tr>
<td>Max Cade House</td>
<td>2718 South Hoover St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Pacific</td>
<td>2637 Severance St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
</tr>
<tr>
<td>Regal Trojan</td>
<td>870 West Adams Blvd.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Regent</td>
<td>1138 West 39th St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Honors House</td>
<td>2710 Severance St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Hoover Street Residence</td>
<td>2827 South Hoover St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
</tr>
<tr>
<td>Stardust Apartments</td>
<td>634 West 27th</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
</tr>
<tr>
<td>Seven Gables Apartments</td>
<td>620 West 30th St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Severance Street Apartments</td>
<td>2630 Severance St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
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<tr>
<td>Senator Apartments</td>
<td>1101 West 28th St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
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</tbody>
</table>
### Facilities Fire Safety Systems

#### On-Campus Residential Facilities University Village Housing 2018

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Alarm Dialer</th>
<th>Fire Alarm System</th>
<th>Fire Sprinkler System/Full or Partial</th>
<th>Fire Extinguisher</th>
<th>Smoke Detectors</th>
<th>2018 Fire Drills</th>
<th>Evacuation Plans</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.C. Allen Cowlings</td>
<td>3131 Hoover St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>1</td>
<td>Yes</td>
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<tr>
<td>Illium Residential</td>
<td>3131 Hoover St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
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<tr>
<td>Jessie &amp; Charles Cale Residential</td>
<td>929 Jefferson Blvd.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
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<td>Yes</td>
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<tr>
<td>Ray Irani Residential</td>
<td>929 Jefferson Blvd.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
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<td>Priam Residential</td>
<td>835 Jefferson Blvd.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Sheely &amp; Ofer Nemirovsky Residential</td>
<td>3201 Hoover St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
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<tr>
<td>David C. Bohnett Residential</td>
<td>3201 Hoover St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
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<td>Yes</td>
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<tr>
<td>The Kathleen L. McCarthy Honors House</td>
<td>3069 McClintock Ave.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
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Facilities Fire Safety Systems
Health Sciences Campus On-Campus Residential 2018

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Alarm Dialer</th>
<th>Fire Alarm System</th>
<th>Fire Sprinkler System / Full or Partial</th>
<th>Fire Extinguisher</th>
<th>Smoke Detectors</th>
<th>2018 Fire Drills</th>
<th>Evacuation Plans</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seaver Residence Hall (SRH)</td>
<td>1969 Zonal Ave.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Currie Hall</td>
<td>2216 Alcazar St.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
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Facilities Fire Safety Systems
Catalina Island Housing On-Campus Residential 2018

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Alarm Dialer</th>
<th>Fire Alarm System</th>
<th>Fire Sprinkler System / Full or Partial</th>
<th>Fire Extinguisher</th>
<th>Smoke Detectors</th>
<th>2018 Fire Drills</th>
<th>Evacuation Plans</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marine Sciences Center Residence Hall- MSR</td>
<td>1 Catalina Island</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<tr>
<td>Wrigley &quot;300&quot; Units - WIH</td>
<td>1 Big Fisherman Cove</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
</tr>
<tr>
<td>Wrigley Boone Cottages - BCH</td>
<td>1 Big Fisherman Cove</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes/Full</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
</tr>
<tr>
<td>Two Harbor Residence - THR</td>
<td>1 Big Fisherman Cove</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
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<td>Yes</td>
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</table>

Facilities Fire Safety Systems Pasadena Non-Campus Residential 2018

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Alarm Dialer</th>
<th>Fire Alarm System</th>
<th>Fire Sprinkler System / Full or Partial</th>
<th>Fire Extinguisher</th>
<th>Smoke Detectors</th>
<th>2018 Fire Drills</th>
<th>Evacuation Plans</th>
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<td>4 Westmoreland Place</td>
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<td>No</td>
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<td>Yes</td>
<td>0</td>
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<td>Yes</td>
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APPENDIX A

CALIFORNIA PENAL CODE DEFINITIONS FOR DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING

The following is a summary of the definitions applicable to Title IX and the Violence Against Women Reauthorization Act (2013) offenses (sexual assault, dating violence, domestic violence, and stalking) under California state law.

Consent: Positive cooperation in act or attitude pursuant to an exercise of free will. The person must act freely and voluntarily and have knowledge of the nature of the act or transaction involved. A current or previous dating or marital relationship shall not be sufficient to constitute consent where consent is at issue. Nothing in this section shall affect the admissibility of evidence or the burden of proof on the issue of consent.” See Cal. Penal Code § 261.6.

Sexual Assault: The California Penal Code establishes three categories of sexual assault and related offenses: rape, spousal rape, statutory rape, and sexual battery.

Rape: Rape is defined under section 2617 of the California Penal Code as an act of sexual intercourse under certain, enumerated circumstances, including:

a. where a person is incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the accused;

b. where the accused uses force, violence, duress, menace, or fear of immediate and unlawful bodily injury;

c. where any intoxicating or anesthetic substance, or any controlled substance, prevents the accuser from resisting, and this condition was known, or reasonably should have been known by the accused;

d. where the accuser is at the time unconscious of the nature of the act, and this is known to the accused;

e. where the accuser submits under the belief that the accused is someone known to the accuser other than the accused, and this belief is induced by any artifice, pretense, or concealment practiced by the accused, with intent to induce the belief;

f. where the accused threatens to retaliate physically in the future against the accuser or any other person, and there is a reasonable possibility that the accused will execute the threat; and

g. where the accused threatens to use the authority of a public official to incarcerate, arrest, or deport the accuser or another and the accuser has a reasonable belief that the accused is a public official.

Spousal Rape: The definition of spousal rape under section 262 of the California Penal Code generally tracks the definition of rape, except that the accused is the spouse of the accuser.

Statutory Rape: Section 261.5 of the California Penal Code refers to statutory rape as “unlawful sexual intercourse.” The term means an act of sexual intercourse accomplished with a person who is not the spouse of the perpetrator, if the person is under eighteen years old. The crime is either a misdemeanor or a felony depending on
whether the age difference between the accused and accuser is greater or less than three years. Under section 243.4 of the California Penal Code, sexual battery is defined, in part, as touching the intimate part of the accused against his or her will for the purpose of sexual arousal while the accuser is either: (1) unlawfully restrained by the accused or an accomplice; (2) institutionalized for medical treatment and seriously disabled or medically incapacitated; or (3) under the impression, due to the accused’s fraudulent representations, that the touching served a professional purpose.

**Domestic Violence:** Section 243(e) of the California Penal Code defines “domestic battery” to mean willful and unlawful touching that is committed against: (1) the accused’s spouse or former spouse; (2) the accused’s cohabitant or former cohabitant; (3) the parent of the accused’s child; (4) the accused’s fiancé or fiancée, either former or current; or (5) someone with whom the accused has, or has had, a dating relationship (i.e. frequent, intimate associations primarily characterized by the expectation of affectional or sexual involvement independent of financial considerations). In addition, section 273.59 of the California Penal Code prohibits the willful infliction of corporal injury resulting in a traumatic condition upon an accuser who meets these same five categories.

**Dating Violence:** California law has no criminal law that exclusively addresses dating violence. However, California domestic battery and corporal injury laws, both set forth above, encompass acts committed within the context of dating relationships.

**Stalking:** Under section 646.910 of the California Penal Code, stalking is defined as willfully, maliciously, and repeatedly following or harassing the accuser and making a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her immediate family.
APPENDIX B

DEFINITION OF PRIMARY PREVENTION PROGRAMS

Primary prevention programs are defined as programming, initiatives and strategies intended to stop dating violence, domestic violence, sexual assault and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions. Examples of these programs might include programs that promote good listening and communication skills, moderation in alcohol consumption and common courtesy.

DEFINITION OF AWARENESS PROGRAMS

Awareness programs are defined as community-wide or audience-specific programming, initiatives and strategies that increase audience knowledge, and share information and resources to prevent violence, promote safety and reduce perpetration.

DEFINITION OF BYSTANDER INTERVENTION

Bystander intervention is defined as safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes:

- Recognizing situations of potential harm;
- Understanding institutional structures and cultural conditions that facilitate violence (this might include fraternity or sports cultures at some institutions);
- Overcoming barriers to intervening;
- Identifying safe and effective intervention options; and
- Taking action to intervene.

DEFINITION OF RISK REDUCTION

Risk reduction is defined as options designed to:

- Decrease perpetration and bystander inaction
- Increase empowerment for victims in order to promote safety; and
- Help individuals and communities address conditions that facilitate violence.
APPENDIX C

Faculty and staff services are provided in conjunction with employee health benefits. The following are resources for faculty and staff to assist in addressing substance abuse:

**Center for Work and Family Life**
No cost education, information, assessments, referrals and treatment for all faculty and staff (including hospital staff), and their dependent family members [https://employees.usc.edu/work-family-life/](https://employees.usc.edu/work-family-life/)
(213) 821-0800

**USC Faculty/Staff Health Clinic in the Engemann Student Health Center (ESH 435)**
Medical assessments and referrals to counseling and treatment [http://www.keckmedicine.org/locations/](http://www.keckmedicine.org/locations/)
(800) USC-CARE (800-872-2273)

**Faculty Mediation Officer** (213) 740-4794

**Anthem Blue Cross**
For hospital employees represented by a collective bargaining unit [www.anthem.com/ca/](http://www.anthem.com/ca/)
HMO (800) 227-3613
PPO (800) 759-3030

**Kaiser (Member Service Call Center)**
(800) 464-4000

The following are internal resources at USC for students to address substance abuse:

**USC Student Health Center**
[https://studenthealth.usc.edu/meet-your-providers/](https://studenthealth.usc.edu/meet-your-providers/)
For medical providers, mental health and counseling and relationship and sexual violence prevention team.

**USC Student Health Medical**
[https://studenthealth.usc.edu/](https://studenthealth.usc.edu/)

**USC Counseling and Mental Health**
[https://studenthealth.usc.edu/medical-care/](https://studenthealth.usc.edu/medical-care/)

**USC Campus Support and Intervention**
[https://campussupport.usc.edu/](https://campussupport.usc.edu/)

**Keck School of Medicine Wellness Program**
[https://keck.usc.edu/education/student-services/wellness/](https://keck.usc.edu/education/student-services/wellness/)

**Additional Support Services for Students**
[https://ois.usc.edu/living-in-la/health-wellness-resources/additional-student-resources-support-services/](https://ois.usc.edu/living-in-la/health-wellness-resources/additional-student-resources-support-services/)

Individual and group counseling, substance abuse support groups, and referrals to treatment off campus [www.usc.edu/engemann/counseling](http://www.usc.edu/engemann/counseling) / (213) 740-7711
The Haven at College Admissions Hotline (310) 822-1234
Questions about The Haven Outpatient Center - Holly Sherman Executive Director (310) 633- 4198
or holly@thehavenatcollege.com

Questions about the Mentoring & Monitoring Program
Amy Van Landingham Mentoring & Monitoring Program Coordinator
(310) 849-3117 or amyv@thehavenatcollege.com

The Haven Outpatient Center Mailing Address: 817 W. 34th Street, 4th Floor UUC, University of Southern California. General inquiries can be made by email to: info@thehavenatcollege.com.

Student Judicial Affairs and Community Standards
Policy and procedure questions, response to incidents involving violations of University policy
https://sjacs.usc.edu/ (213) 821-7373

Relationship and Sexual Violence Prevention and Services (RSVP)
Alcohol/other drug related sexual assault support and response
https://sites.usc.edu/engage/relationship-sexual-violence-prevention-services-rsvp/ (213) 740-4900

Vice President for Student Affairs
https://studentaffairs.usc.edu/leadership/winston-b-crisp/ (213) 740-2421

Department of Public Safety
Safety and legal questions and concerns http://dps.usc.edu/
UPC (213) 740-6000
HSC (323) 442-1200

UPC Emergency Number (213) 740-4321
HSC Emergency Number (323) 442-1000

Immediate response to on-call medical or psychological assistance

USC Village
Emergency 213-740-4321
Non-Emergency 213-740-6000
Sub-Station 213-821-6677

HSC/Eric Cohen Student Health Center
http://ecohenshc.usc.edu/ (323) 442-5631

Other external resources for USC community members:

Alcoholics Anonymous
www.lacoaa.org/ English (323) 936-4343 en Español (323) 750-2039
University Religious Center, Mondays at noon and Wednesdays at 6pm, URC 205.
For more information about AA on campus, contact the Office of Religious Life at orl@usc.edu.
For more information about other AA-based recovery programs, contact The Haven at USC at (310) 822-1234.

Al-Anon (www.alanonla.org) / (818) 760-7122

Adult Children of Alcoholics www.adultchildren.org (310) 534-1815

Cocaine Anonymous
www.ca4la.org / (888) 714-8341

Family Anonymous Drug Abuse
famanon@familiesanonymous.org
(847) 294-5877

Marijuana Anonymous
www.marijuana-anonymous.org / (English/Español) (800) 766-6779

Narcotics Anonymous https://na.org/
English (800) 863-2962
en Español (888) 622-4692

National Council on Alcohol and Drug Dependency
www.ncadd-sfv.org / (818) 997-0414