



## Crime Reporting

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**Policy No.: 800-40**

Effective: 6/08/00

### **POLICY:**

The Department of Police Services at California State University, Northridge collects, retains, and reports to the public the campus crime statistics and campus security policies in compliance with the Student Right-to-Know and Campus Security Act (the "Act"). Victims of violent crime are entitled to know the results of campus student disciplinary proceedings concerning the alleged perpetrators as specified by the Act.

### **PROCEDURES:**

Every September the Department of Police Services will distribute a report of campus security policies and crime statistics for the preceding three years to all current students and employees, to applicants for enrollment or employment upon their request, and to the Secretary of Education upon request.

The annual [Security Report & Fire Safety Report](#) will reference crimes that occurred on any property owned or controlled by California State University, Northridge during the previous three years. This report may be supplemented by listing crimes that have occurred off the campus, and/or in buildings or on property owned or controlled by student organizations that are registered by the institution (when such statistics are available from local police departments).

The Department of Police Services will publish in the annual security report its procedures regarding sex-related offenses, including sexual assault prevention programs, education programs to promote awareness of sex offenses, administrative disciplinary procedures and sanctions for offenders, along with counseling and student services for victims.

### **RESPONSIBILITIES:**

#### **University Departments:**

Employees of the university who are notified by a victim that a crime has occurred are responsible for notifying the Department of Police Services of such notification. If the victim does not wish to officially report the crime to the police, the university employee, without releasing the name of the victim, will notify the Department of Police Services of the crime, as required by the "Act".

#### **Department of Police Services:**

The Department of Police Services at California State University, Northridge collects, retains, and reports campus crime statistics and campus security policies in compliance with the Student Right-to-Know and Campus Security Act (the "Act"). The Department of Police Services will make timely reports to the campus community on crimes considered to be a threat to students or employees that are reported to Police Services or local police agencies.

### **REFERENCES:**

[Security Report & Fire Safety Report](#) (the Act) 20 U.S.C. Sections 1092(a), (e) and (f).

**FORMS:**

[Citizen Complaint Process & Form](#)

**FURTHER INFORMATION:**

Questions may be referred to the Department of Police Services by calling 818-677-2201.

**APPROVED BY THE PRESIDENT**