

POL 04.25.11
Timely Warning Policy

Authority: Chancellor

History: First Issued: December 8, 2020

Related Policies:

- [POL 04.25.10 - Emergency Notifications Policy](#)
- [POL 04.25.03 - Emergency Operations Plan](#)

Additional References:

- [Higher Education Opportunity Act - The Handbook for Campus Safety and Security Reporting 2016 Edition;](#)
- [Ongoing Disclosures \(Timely Warning, Emergency Notification, Evacuation\) Policies Checklist;](#)
- [UNCP BraveWeb](#)
- [Clery Geography](#)

Contact Info: Police & Public Safety Department 910.521.6235

1. PURPOSE

1.1 The purpose of this order is to establish a policy and procedures for the issuance of timely warnings.

1.2 As required by the Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act (Clery Act), this policy outlines the procedures that the university follows to provide a timely warning to the university community upon the UNC Pembroke Police and Public Safety Department's discovery of pertinent information about a reported crime in which the UNC Pembroke Police and Public Safety Department determines there could be a serious or ongoing threat to the university community or risk of additional incidents in the future.

2. POLICY

2.1 In an effort to provide timely notice to the campus community in the event a situation arises, either on or off campus, that, in the judgement of the Chief of Police or his/her designee, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued.

2.2 In cases that pose an imminent threat to campus, the warning will be issued through the University Emergency Notification System to students, faculty, and staff via an email message and text message.

2.3 If available, the timely warning will provide details of the crime, a description of the suspect, and information that will aid in the prevention of similar incidents, including safety information and protective steps.

2.4 University Police may omit some information from the timely warning if providing it could

identify the victim or compromise law enforcement efforts to respond.

2.5 Victims can remain confidential when reporting to University or other Campus Security Authorities (CSAs).

2.6 Confidential means that internal notifications will be limited to only required departments (i.e. Office of Title IX/Clery, Vice Chancellor of Student Affairs, and University Police).

3. PROCEDURES

3.1 The timely warnings may be updated when new or more accurate information becomes available.

3.2 At minimum, timely warnings will be issued when the pertinent information is available and the following criteria is met:

3.2.1 One of the following Clery crimes is reported in good faith:

3.2.1.1 Criminal homicide, including: Murder and Manslaughter;

3.2.1.2 Sex offenses, including: Rape, Fondling, Incest, and Statutory Rape;

3.2.1.3 Robbery;

3.2.1.4 Aggravated assault;

3.2.1.5 Major Incidents of Arson; and

3.2.1.6 All other Clery or non-Clery crimes, as deemed appropriate; and

3.2.2 The crime is reported by the victim to a Campus Security Authority (CSA) or local/state/federal law enforcement agencies that forwards the information to the University Police for evaluation and dissemination;

3.2.3 The crime occurs within the university's Clery geography;

3.2.4 The perpetrator has not been apprehended; and

3.2.5 The university determines the incident represents a serious or ongoing threat that poses a substantial risk to the physical safety and/or the property of the campus community; or

3.2.6 The crime represents a pattern that has occurred two or more times within a specific area or shortened/condensed period of time.

3.3 All available information known at the time will be taken into consideration when evaluating the need for a timely warning. Those considerations include, but are not limited to:

3.3.1 The nature and seriousness of the crime;

3.3.2 When and where the incident occurred;

- 3.3.3 When it was reported;
 - 3.3.4 The duration of time between the occurrence and the report;
 - 3.3.5 The relationship between the victim and perpetrator;
 - 3.3.6 The patterns or trends of other incidents;
 - 3.3.7 The continuing danger to the campus community; and
 - 3.3.8 The risk of compromising law enforcement efforts or identifying the victim.
- 3.4 Although each case will be evaluated on an individual basis, timely warnings may not be issued when:
- 3.4.1 A report is filed more than seven (7) calendar days after the date of the alleged incident;
 - 3.4.2 The pertinent information has not been acquired;
 - 3.4.3 The suspect has been apprehended and there is no ongoing threat to the campus community;
 - 3.4.4 The report is not made in good faith;
 - 3.4.5 There is a possible risk of compromising law enforcement efforts; or
 - 3.4.6 The report does not pose an ongoing threat to the campus.