

Annual Campus Safety & Fire Report
For the
Students, Faculty and Staff of Southern New Hampshire University
October 1, 2011

Southern New Hampshire University
Public Safety Department
James Winn
Manchester, NH 03106
603-645-9700
www.snhu.edu/605.asp



This information is provided in compliance with State and Federal Law, and the Cleary Act specifically.

Contents:

CRIME AWARENESS AND CAMPUS SECURITY INFORMATION REPORT	02
POLICY AND PROCEDURES FOR DEVELOPING INFORMATION FOR THIS REPORT	02
ANNUAL CAMPUS CRIME REPORT: SAFETY AND SECURITY INFORMATION	03
EMERGENCY CALLS	
ON CAMPUS REPORTING	
OFF CAMPUS REPORTING	
POLICY FOR MONITORING CRIMINAL ACTIVITY OFF CAMPUS	
BUILDING SECURITY	
CRIME PREVENTION RESOURCES AND SERVICES	
COOPERATIVE LAW ENFORCEMENT FUNCTIONS	
TIMELY WARNINGS	07
CONFIDENTIAL REPORTING PROCEDURES	
WHISTLEBLOWER POLICY	
CAMPUS EMERGENCY RESPONSE AND EVACUATION	
EVACUATIONS	
MISSING STUDENT NOTIFICATION PROCEDURE	
<i>REPORTING LAWS AND POLICIES</i>	10
POLICY REGARDING INFORMATION	
CAMPUS SEX CRIME PREVENTION ACT AND DUTY TO REPORT	
UNIFORM CRIME REPORTS	
CAMPUS SECURITY AUTHORITIES	11
DEFINITIONS	12
REPORTED SNHU CRIME STATISTICS FOR THE LAST THREE YEARS	15
SEXUAL ASSAULT	16
ON AND OFF-CAMPUS SEX OFFENDER VICTIM SERVICES	
ALCOHOL AND ILLEGAL DRUGS	20
FEDERAL DRUG LAWS	
NEW HAMPSHIRE STATE LAWS	
SNHU POLICY GOVERNING ALCOHOL AND CONTROLLED	
SUBSTANCES	
SNHU POLICY ON DRUG-FREE WORKPLACE	
DESCRIPTION OF HEALTH RISKS	
ASSISTANCE SERVICES	
FIRE SAFETY AND REPORTING REQUIREMENTS.....	32

2011 CRIME AWARENESS AND CAMPUS SECURITY INFORMATION REPORT for Southern New Hampshire University

This information is provided to meet the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 and has been prepared by the Department of Public Safety using statistical and other information supplied by the Southern New Hampshire University's Department of Public Safety, the Wellness Center, Judicial Affairs and local Law Enforcement.

Each fall, e-mail notification is made to all enrolled students and employees that provide the web site to access this report. Paper copies may be obtained by contacting the Department of Public Safety at (603) 645.9700. Paper copies are also distributed to Human Resources and Admissions.

The Report and the crime statistics are updated annually.

DEVELOPING INFORMATION FOR THIS REPORT:

The preparation of crime statistics on an annual basis involves coordinating among University Public Safety, the Wellness Center, the Judicial Affairs Office and local police departments. (Manchester and Hooksett police) This coordination also occurs in statistical gathering of data from those with "significant responsibilities for students and campus activities" via the Judicial Affairs Office.

The Department of Public Safety updates all campus safety and security information, for submission to the SNHU Student Handbook of Rights, Rules, and Responsibilities as well as the campus crime brochure. SNHU Department of Public Safety also contact appropriate law enforcement agencies which have jurisdiction on campus and public areas adjacent to campus, to collect annual statistics.

The Department of Public Safety prepares a daily crime log describing incidents reported to University officials. Information contained in the log can be obtained at the Department of Public Safety located in Morrissey House.

ANNUAL CAMPUS CRIME REPORT: SAFETY AND SECURITY INFORMATION

The Department of Public Safety is within the Division of Student Affairs. The Director of Public Safety is responsible for the management of the Public Safety Department and reports to the Dean of Students. However, all public safety services are coordinated with other key university, state and local officials. The Public Safety Department provides patrol functions, security services, and general support services 24/7 to the university community. All Public Safety Officers receive in-service training as well as training from the NH State Police Academy (PSTC) or the Campus Law Enforcement Academy.

The Office of Public Safety is staffed by professional emergency dispatchers or Public Safety Officer, operates on a twenty-four hour basis and receives calls for emergency and routine service. Communications specialists or Public Safety officers instantly dispatch the appropriate response and have the ability to communicate with local, county, state and federal agencies when required.

A number of very well-marked and conveniently located emergency telephones are installed throughout the campus, referred to as "Blue Phones". These telephones ring directly into the Public Safety department when the red button is pushed. You may use the telephones to report a criminal incident, a fire, or other type of emergency or to request assistance of any kind from the Public Safety department.

Free on-campus telephones are also available in many of the buildings throughout campus that can be used for emergencies.

Emergency calls should be made to 911 from all campus and off campus telephones to 911. Regular business calls of a non-emergency nature can be made to the Department of Public Safety (645.9700) at any time. If you call the Department of Public Safety, please provide the following information:

- Your name
- Location and description of the incident you are reporting.
- A description of any vehicles or suspects involved in the incident.

The most important thing to remember is that suspicion of a crime does not require proof. If you suspect that a crime is being committed or has been committed, call the office of Public Safety immediately.

On Campus Reporting

When members of the University community receive a report of criminal activity on campus, they should immediately contact the Department of Public Safety.

Off Campus Reporting

If the criminal activity takes place in an off-campus location that is rented or owned by the University, community members should contact the local Police Department with jurisdiction and the office of Public Safety.

Building Security

Academic and support buildings are available to authorized members of the campus community and to official visitors and/or individuals who have legitimate business needs during hours the buildings are open.

All buildings are secured each night and are open only during normal business hours. Entry after normal hours is only available to faculty, staff and authorized students, as determined by the appropriate academic or administrative offices.

Buildings are patrolled and checked by Public Safety staff who are equipped with emergency communications. Certain buildings are alarmed for the protection of contents and personnel and the alarms are activated when any illegal entry is made. Immediate response to the alarm location is made by Public Safety personnel.

All SNHU residence halls and undergraduate housing are secured 24/7.

Hall staff performs regular assigned building checks each evening and, in addition, regular patrol/building checks are made by officers of the Department of Public Safety as well. Safety and security checks made in the residence halls are expected to detect damage to doors, windows and safety features. Any suspicious activity, suspicious person, or crimes in progress should be reported immediately to the Department of Public Safety.

Crime Prevention Resources and Services, Educational Opportunities, Where to Go for Assistance

Southern New Hampshire University provides direct service programs to the members of the University community. These programs are dedicated to the prevention of crime on campus; they vary in scope and content, with the emphasis on community involvement. Specific programs dealing with campus safety and security service including the following:

Security audits of buildings	645.9700
Escort service	645.9700
Self defense training	645.9700
Campus lighting checks and surveys, conducted monthly .	645.9700
Professional counseling services	
Alcohol assistance programs:	645.9679 (8–4:30)
After hours assistance on call Counselor –can be accessed via Public Safety	645.9700
Sexual Harassment and Rape – Wellness Center	603.645.9679
Prevention Program - Public Safety	603.645.9700
Residential hall safety programs – Residence Life	603.645.9758

The key to preventing crime is awareness, which is best achieved through education. At SNHU, Public Safety, Wellness Center and Residence Life Staff, students, and others help students take responsibility for their own safety.

The University is committed to education and outreach to all students as we increase awareness and seek to end all forms of sexual assault, sexual harassment, intimate partner abuse, and stalking. This commitment begins as soon as students arrive on campus in meetings with resident assistants and throughout the academic year in regular programs presented on campus by various offices. Fliers, door hangers, and other methods of passive programming that include relevant safety tips are also passed out each year to members of the University community. In addition, the Wellness Center and Public Safety Department coordinates events for Sexual Assault Awareness Month along with other safety campaigns.

Campus Safety: A shared responsibility

The Cooperation and involvement of students and employees in their own safety and security is essential. Members of the campus community must assume responsibility for their personal safety and the security of their belongings by taking simple common sense precautions. Rooms and offices should be locked when unoccupied. Security measures – such as alarms, door locks, or key access systems – should never be overridden or circumvented. Bicycles should be secured with effective locks. Students and employees must park in designated areas, and should keep their valuables secured in the trunk. Suspicious-looking individuals or unusual incidents on campus should be reported immediately to the Office of Public Safety at 603.645.9700 or on campus at X9700. For more information, please visit our Campus Safety website at <http://www.snhu.edu/605.asp>

Cooperative Law Enforcement Functions

Although a private University, Southern New Hampshire University Office of Public Safety works in concert with local, county, state and federal law enforcement agencies.

TIMELY WARNINGS

In compliance with the **Jeanne Clery Disclosure of Campus Security Policy and Campus crime Statistics Act** (Clery Act), Southern New Hampshire University's Department of Public Safety will post **timely warnings** for the University Community to notify members of the community about serious crimes that occur on campus. Having knowledge of such crimes will assist community members in making informed decisions about their personal safety and in preventing similar crimes from occurring. These warnings will be posted if a serious crime on campus constitutes an ongoing or continuing threat to the community. These crimes may be reported to the Department of Public Safety, a campus security authority, or the Hooksett or Manchester Police Departments.

The decision to issue a timely warning shall be decided on a case-by-case basis in compliance with the Clery Act. The decision is made by the Director of Public Safety, or designee, considering all available facts, whether the crime is considered a serious or continuing threat to students or employees and the possible risk of compromising law enforcement efforts.

The Department of Public Safety issues timely warnings for the following incidents:

- ⊙ Criminal Homicide
- ⊙ Sex Offenses
- ⊙ Aggravated assault
- ⊙ Robbery
- ⊙ Burglary
- ⊙ Motor Vehicle Theft
- ⊙ Major incidents of Arson
- ⊙ Other crimes as determined necessary by the Director of Public Safety, or designee, in the absence of the Director.

The Department of Public Safety does not issue timely warnings for the above listed crimes if:

- ⊙ The subject(s) apprehended and the threat of imminent danger to the SNHU community has been mitigated by the apprehension.

Confidential Reporting Procedures

Victims of crime who do not wish to pursue action within the University or criminal justice systems can provide a confidential report. A 'Confidential Report Form' for victims to complete and submit can be found on the Department of Public Safety website at: <http://www.snhu.edu/10418.asp> This report will assist in providing an accurate record of the number of incidents involving our community, determine any patterns that may exist, while allowing us to alert the community to any potential danger. Reports filed in this manner are counted and disclosed in the annual statistics for the institution.

Whistleblower Policy

The Higher Education Opportunity Act (HEOA) establishes safeguards for whistleblowers by prohibiting retaliatory action against any individual with respect to the implementation of any provision of the Clery Act. The Director of Human Resources or her designee will be assigned to communicate directly and regularly on the progress of the inquiry with the individual raising the allegations. He/She will respond to any concerns about personal retaliation or unfair treatment linked to the raising of such allegations.

Campus Emergency Response and Evacuation

Department of Public Safety Officers are trained first responders and are prepared to take action in emergency situations that may arise on campus. A Crisis Management Team is in place to allow immediate response by individuals performing specific roles and functions already predefined.

An Emergency Management Plan has been developed by University Officials and has been reviewed by Officials of the State of New Hampshire Division Public Safety as part of our ongoing effort to protect Southern New Hampshire University students, faculty and staff. The development of this plan is based on a realistic assessment of potential incidents that could affect our community and the capabilities to react to those situations. It is a comprehensive approach utilizing the Incident Command and National Incident Management System and may effectively be applied to any critical incident. The crisis management plan is exercised annually at a minimum by way of a table top exercise, functional exercise or other drills.

Southern New Hampshire University's Crisis Management team utilizes a "layered approach" to emergency notifications recognizing that no one method will reach all of the target audience. Some of the methods used are blast e-mails, text messages and plasma TV messaging. These systems are used to distribute emergency notifications without delay in situations where a clear and active (e.g. in progress) threat or emergency exists that impacts the campus community and where it is recommended that the recipients take some form of action in response to the active threat or emergency. The Dean of Students, the Director of Public Safety and the Associate VP of Marketing and Communications can issue emergency text alerts and authorize the use of other methods of emergency notification.

Evacuations

Instructions to evacuate will be issued by the Department of Public Safety or other University officials. Faculty, students and staff are to evacuate quickly, but in a calm and orderly fashion to a safe area. If necessary, First Responders will direct you to an on-campus evacuation/relocation site such as the Field House or Multipurpose room of the Dinning Center. Remain calm and assist handicapped persons or those in need. Do not turn off lights or equipment and do not lock doors to a room or building. If you observe something unusual or suspicious, do not touch it and immediately notify First Responders. Remain in a safe area until receiving notification to return to the facility.

In situations where Southern New Hampshire University is forced to evacuate the campus, Public Safety will notify the public that campus is CLOSED and that traffic will not be allowed to enter. This notification will be made through a variety of methods to include our Emergency Text Messaging via SNHU alerts, blast emails, and our University website, along with other methods of messaging.

Missing Student Notification Procedures

Resident students will be provided the opportunity to designate an individual to be contacted by Southern New Hampshire University in the event the student is officially reported as missing. If the missing student is 18 or older, or an emancipated minor, and has not identified an emergency contact, Southern New Hampshire University will contact the Manchester or Hooksett Police Department depending on jurisdiction of the residence.

The Department of Public Safety will conduct an investigation into the whereabouts of the missing student. If attempts to locate the person are unsuccessful, the Department of Public Safety will contact the Manchester or Hooksett Police Department for further investigation of the missing student. The Department of Public Safety will continue to assist all outside agencies in the investigation as needed.

Any questions or concerns regarding a student who is missing or appears to be missing should be referred to the Department of Public Safety.

REPORTING LAWS AND POLICIES

Under NH state law, University officials must report crimes including hazing, child and elder abuse, and treatment given for gunshot wounds. In addition there is a duty on the part of employees at SNHU to report suspected cases of sexual harassment of students by employees of SNHU to supervisors and/or other appropriate individuals or offices.

While Southern New Hampshire University has no general written policy in regards to confidential reporting that allow the victim or witness to remain anonymous, the Wellness Center provides free, confidential, and accessible assistance in reporting sexual assault, sexual harassment and intimate partner violence. *Persons wishing to contact Southern New Hampshire University Public Safety anonymously may call (603) 645.9700, or can fill out a form located at <http://www.snhu.edu/10418.asp>.*

Policy regarding information that is provided to students about voluntary, confidential crime reporting procedures by pastoral and professional counselors

The staff at the Wellness Center follows guidelines that conform to those established by American Psychological Association. In addition, relevant federal and state laws are also followed, and outlined on their web page. While the University recognizes various area clergy as Chaplains, there are no specific policies in place regarding reporting of crimes. SNHU Chaplains follow policies adopted by their respective churches, as well as relevant laws.

The Counseling Center and Pastoral services provide referral information to clients and visitors on a variety of issues, which can include how to voluntarily report crimes on a confidential basis.

Uniform Crime Reports

Southern New Hampshire University maintains uniform crime reporting data and reports all crimes within the criteria established by the Uniform Crime Reporting System (NIBRS) and the Federal Bureau of Investigation. The Megan's Law information can be found at the following site: <http://www.egov.nh.gov/nsor/>. This is the Registered Offenders against Children New Hampshire website.

CAMPUS SECURITY AUTHORITIES

A Campus Security Authority is any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or campus security department. This includes officials of the University who have significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. If such an official is a pastoral or professional counselor, the official is not considered a campus security authority when acting in that capacity. In addition to the department of public safety the following offices are staffed with campus security authorities. The following individuals are the designated CSA for each office.

Heather Lorenz
Dean of Students
Exeter 23
h.lorenz@snhu.edu
X 2138

Anthony Polito
Director of Judicial Affairs
Exeter 23
a.polito@snhu.edu
X 2136

Matthew Peterson
Assistant Director of Residents Life
Chocorua Hall
m.peterson@snhu.edu
X 2087

Tiffany Lyon
Director of Campus Programming and Leadership
Student Center 106
t.lyon@snhu.edu
X 2782

Dawn Sedutto
Director of International Student Services
Belknap Hall
d.sedutto@snhu.edu
X 2242

Sarah Jacobs
Director of Service and Community Involvement
Stark 14
s.jacobs@snhu.edu
X 2127

Scott Tierno
Director of Student Life
Student Center 104
s.tierno@snhu.edu
X 4631

Chad Mason
Assistant Director of Athletics
Athletics 208
c.mason@snhu.edu
X 9786

DEFINITIONS

In addition to the statistical profile presented at the web address and in this document, a list of definitions is included and provides basic information about each crime category.

Arson—To unlawfully and intentionally damage, or attempt to damage any real or personal property by fire or incendiary device.

Aggravated Assault (Assault 1st & 2nd)—The unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or 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.

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.

Burglary—The unlawful entry into a building or other structure with the intent to commit a felony or a theft.

Criminal Mischief—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 over it.

Assault, Sexual—Any sexual act directed against another person, forcible and/or against that person's will; or, where the victim is incapable of giving consent.

Dating/Domestic Violence—"Abuse" means the commission or attempted commission of Assault, Criminal Threatening, Sexual Assault, Interference with Custody, Destruction of Property, Unauthorized Entry and/or Harassment by a family or household member or current or former sexual or intimate partner and where such conduct constitutes a credible threat to the victim's safety.

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

Robbery—The taking, or attempting to take, anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.

Weapon Law Violations—The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Disorderly Conduct—Any behavior that tends to disturb the public peace or decorum, scandalize the community, or shock the public sense of morality.

Liquor Law Violations—The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages.

Trespass of Real Property—To unlawfully enter land, a dwelling, or other real property.

Drug/Narcotic Violations—The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance.

Larceny/Theft Offences—The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another person.

Motor Vehicle Theft—The theft of a motor vehicle.

For purposes of reporting under the Clery Act, a hate crime is defined as including the offenses of criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, and any other crime involving bodily injury reported to local police agencies or to a campus security authority, *that manifests evidence that the victim was intentionally selected because of the perpetrator's bias*. The categories of bias for purposes of reporting are: race, gender, religion, sexual orientation, ethnicity/national origin, disability.

Questions

For more information about safety on the SNHU campus, you are encouraged to contact the Office of the Dean of Students (603) 645-9608, or the Office of Public Safety (603) 645-9700. A university official will be glad to discuss your questions and concerns.

Crime Statistics Report

The statistical report for calendar years 2008, 2009, and 2010 is shown below. The following is a list of location definitions provided for better understanding of how statistics are counted and categorized:

On Campus - Any building or property owned or controlled by an institution within the same reasonable contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and

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

Residential Facilities - "Dormitories or other residential facilities for students on campus" is a subset of the on-campus category.

A Noncampus Building or Property - 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.

On 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.

REPORTED SNHU CRIME STATISTICS FOR THE LAST 3 YEARS

Clery Act Statistics					
Offense	Year	Locations			
		On Campus Properties Includes residential facilities	Residential Facilities	Non-Campus Property	Public Property
Murder, Non-negligent Manslaughter					
	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
Negligent Manslaughter					
	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
Sex Offenses Forcible					
	2008	2	0	0	0
	2009	2	0	0	0
	2010	2	0	0	0
Sex Offenses Non-Forcible					
	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
Robbery					
	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
Aggravated Assault					
	2008	2	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
Burglary					
	2008	0	0	0	0
	2009	0	0	0	0
	2010	5	0	0	0
Motor Vehicle Theft					
	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
Arson					
	2008	0	0	0	0
	2009	0	0	0	0
	2010	1	0	0	0
Liquor Law Arrests					
	2008	9	0	0	0

	2009	9	0	0	0
	2010	8	0	0	0
Liquor Law Violations Referred for Disciplinary Action					
	2008	442	0	0	0
	2009	389	0	0	0
	2010	523	0	0	0
Drug Law Arrests					
	2008	2	0	0	0
	2009	2	0	0	0
	2010	2	0	0	0
Drug Law Violations Referred for Disciplinary Action					
	2008	46	0	0	0
	2009	59	0	0	0
	2010	60	0	0	0
Illegal Weapons Arrests					
	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action					
	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
Reported Hate Crimes					
	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0

OFF CAMPUS HOUSING:

During the Months of September, October, November and December of 2010, SNHU housed 24 students at the Fairfield Inn & Suites located at 8 Bell Avenue, Hooksett, NH. 03106. Hooksett NH police have law enforcement jurisdiction of this location and report no criminal activity during the timeframe SNHU students were housed at the hotel.

HATE CRIME REPORTING REQUIREMENT:

There were no incidents of hate crimes reported during the 2010 calendar year.

SEXUAL ASSAULT

The statistics for sexual assault indicate that rape is a problem on college campuses. According to a U.S. Department of Justice report, “women ages 16 to 24 experience rape at rates four times higher than the assault rate of all women, making the college (and high school) years the most vulnerable for women.” We believe that education is the most powerful weapon to combat this problem. Education includes a variety of approaches including safety awareness and crime prevention. We want to do all we can to reduce the likelihood of this crime taking place on campus and to encourage individuals to report incidents when they do occur.

The following suggestions are steps you may wish to take if you are sexually assaulted:

If you are a victim of sexual assault, you may choose to report the incident to any or all of these agencies; local Police, office of Public Safety or the Wellness Center.

In addition to reporting the incident to authorities you may seek medical attention. Emergency Departments throughout NH can examine and treat any injuries you may have received. Emergency rooms can also prescribe emergency antibiotics to prevent the spread of some STDs as well as emergency contraceptives to prevent unwanted pregnancy;

Complete a Sexual Assault Forensic Examination Kit. This kit, provided by the NH Attorney General’s Office, collects evidence that could be helpful if you decide to report the assault to the police. Kits can be completed in any NH Hospital Emergency Department without charge to the victim even if the victim chooses not to proceed legally. If you are thinking about completing a kit please note the following:

Victims may choose to complete the kit anonymously. The kit will be referenced with an identification number and stored by the State for 3 months. At any time during this period, the victim can report the crime and the kit will be brought forward to the NH Crime Lab for analysis;

Evidence diminishes over time. Anyone reporting a sexual assault to emergency department personnel should be offered the option of completing an evidence collection kit up to 5 days after the assault. However, time, washing, changing one's clothes or "cleaning up" after the assault will all increase the likelihood that valuable evidence will be destroyed;

It's important to bring a complete change of clothing if at all possible.

Clothing worn at the time of the assault may contain evidence and will, in all likelihood, be taken as part of the kit. Receive testing for date rape drugs. If you believe that there is a likelihood drugs have been used as part of the assault, you can ask emergency department staff to test for the presence of drugs in your system. Because date rape drugs decompose quickly within your system, blood tests must be done within 48 hours of ingesting the substance. A urine test may contain evidence up to 72 hours after ingestion.

Speak with a victim advocate from a rape crisis center. Victim advocates can provide support, advocacy, information, options and referrals. At SNHU, The Wellness Center provides trained advocates who are available 24 hours a day. Advocates can accompany you to the hospital and court and provide ongoing support and assistance, including academic interventions. Hospitals in N.H. are trained to immediately call an advocate from the local crisis center whenever someone seeks services for sexual assault. It is your choice whether or not to speak with she/he at that time. Receive follow-up testing and care for pregnancy and/or STD's;

Sexual assault is a violation of the SNHU Code of Conduct, as well as a violation of state law. Southern New Hampshire University encourages its students to report all cases of sexual assault that occur on campus to the Department of Public Safety (645.9700) or Wellness Center (645.9679).

Independent from a victim's decision to initiate or decline a criminal investigation concerning the sexual assault if the accused person is a student, the case may be adjudicated through the student conduct process. The conduct process provides due process protections for both the complainant and the accused student. The complainant and accused are entitled to the same opportunities to have others present during a disciplinary hearing. Decisions over admissions are made by the Hearing Board or Hearing Officer. The accused and complainant must be informed of the outcome of a disciplinary hearing. The complainant has the right to the following:

1. A formal hearing to determine responsibility and appropriate sanctions;
2. Assistance at the hearing from an advisor;
3. Alternative living arrangements or academic scheduling if the accused student lives or attends classes in close proximity; and
4. To be notified of the outcome of the hearing and the sanction imposed.

The minimum sanction for those found responsible for sexual misconduct that includes sexual penetration as defined by NH RSA 632-A:1, V is suspension for one year or until the survivor graduates or otherwise leaves the University for an indefinite period of time, whichever is longer. Contact the Office of Anthony Polito Assistant Dean/Student/Rights and Responsibilities (645.9608) for further information.

On and Off-Campus Sex Offender Victim Services

Wellness Center provides advocacy and supportive services to all primary and secondary survivors of sexual assault, sexual harassment, intimate partner violence and stalking within the SNHU community. Wellness Center also provides referrals to off campus services as appropriate.

Wellness Center does not provide treatment referrals to sex offenders. Information regarding these programs should be requested from local law enforcement agencies.

Policy on Sexual Misconduct

Southern New Hampshire University is committed to preventing sexual misconduct and to providing prompt and professional counseling services to all members of its community. The institution does not tolerate sexual assault in any form and offers a variety of awareness programs including a hands on self defense program for women called Rape Aggression Defense Systems. (RAD)

Sexual misconduct that involves penetration or sexual contact that results in serious psychological and/or physical injury are felonies under New Hampshire law.

Where there is reasonable cause to believe that a member of the university community has violated regulations prohibiting sexual misconduct, the university may reprimand, suspend or expel that person. Disciplinary action will be taken whether the conduct occurs on or off the campus. If you are the victim of a sexual assault, you will find confidential crisis intervention and counseling services through the Wellness Center. The counseling staff is available regardless of any decisions you may make to pursue the matter legally. In addition, the university will make reasonable accommodations to change the living and/or academic situation on a case by case basis.

If you are the victim of an assault and wish to report it and to have the matter prosecuted, the Office of Public Safety will assist you in contacting local law enforcement. You may also submit a complaint through the university disciplinary system, in addition to or in place of, criminal prosecution or civil action.

As members of the university community, we are all responsible for creating a safe and wholesome environment. You should be aware of both the consequences of sexual misconduct and the options available to survivors. If you are the victim of sexual misconduct, then you should seek assistance using any of the available campus resources.

Alcohol and Other Drugs (AOD) Policies & Procedures

Members of the university community must adhere to federal, state and local rules and regulations. The following rules and regulations have been established by the institution with regards to alcohol and other drugs and drug paraphernalia. The definitions below define the severity of alcohol and other drug violations.

Minor violations consist of minor infractions of the Alcohol and Other Drug Policy. Major violations include a series of minor infractions in excess of three; a single alcohol violation which causes significant concern for the health of the community, a student's safety or the quality of the learning environment (e.g. common source violations or violations involving alcohol abuse or intoxication); and all violations involving controlled substances and/or drug paraphernalia.

Please note, as stated in the Residence Life Policies students are responsible for all violations that occur in their residence through encouragement, neglect or as a host of a guest/visitor. This includes apartment, townhouse, pods, entrance hallway, lounge or other common areas.

The following statements define prohibited actions or activities and the severity of the violation. Please note that those violations that generally appear as minor may become a major violation if they meet the criteria of exceeding three in number.

Alcohol:

Underage Possession and/or Underage Consumption: The sale, possession and use of alcohol must comply with the laws of the state in which the campus is located and with local campus regulations and procedures. The acquisition, possession, transportation and consumption of alcohol by anyone less than 21 years of age is prohibited by state law and SNHU policy. Alcohol may be possessed or consumed on SNHU property only by persons 21 years of age or older in appropriately licensed and/or approved campus facilities. Minor Violation

Possession in a Prohibited Area: Alcohol and alcoholic beverage containers, whether full or empty, are prohibited (1) in apartments or townhouses where the assigned residents are underage, (2) in all other residence halls, and (3) in all common areas of residence halls regardless of age. Common areas are defined as hallways, stairwells, lounges, bathrooms, building entries, study rooms and lobbies. If a student is 21 years of age and resides in university-owned apartments or townhouses, he/she may keep and consume alcoholic beverages in his/her residence.

Possession of Alcohol in an Open Container: Open containers of alcohol are not permitted while in a public place on campus or in the compartment of any motor vehicle. A public place is an area to which the general public can gain access - including stairwells, townhouse patios, any public building and anywhere outside. A beverage found out of the original container (e.g. in a cup), that looks and/or smells like alcohol, is assumed to be an alcoholic beverage. The determination that alcohol is present will be made by the individual reporting the incident. A beer bottle in which the snap top has been placed back on it or a finger placed over a bottle top that has already been removed are examples of what would still be considered an open container. Minor Violation

Knowingly in the Presence of an AOD Violation: A student is knowingly in the presence of an AOD violation if he/she is present in a location and is aware or reasonably should be aware that a violation of the AOD policy is taking place. Examples of this include but are not limited to being in a room where an AOD violation is taking place or permitting someone to violate the AOD policy in one's room or unit. Minor Violation

Serving Underage Person(s): Residents of legal drinking age who live in an apartment, pod or townhouse unit are permitted to store or consume alcohol in the residence. By law, no one may provide alcohol to minors. If residents are found responsible for providing alcohol to underage drinkers the unit will become "dry" for a minimum of 16 weeks exclusive of breaks. **In addition, those found responsible will be sanctioned individually based on their previous AOD history.** Minor or Major Violation

Hosting an AOD Violation: If residents are present in an apartment or townhouse unit where an AOD violation is occurring, the unit will become "dry" for a minimum of 16 weeks exclusive of breaks. Examples of this include minors consuming alcohol, excessive amounts, drinking games, students present who are intoxicated, etc. These are examples and are not intended to provide a complete list. In addition, those found responsible will be sanctioned individually based on their previous AOD history. Minor or Major Violation

Alcohol Transport: It is permissible for a student of legal age to transport between residences a container of alcohol in which the original seal has been broken but is not uncapped/open and the student is not in the act of consuming it. This interpretation would apply specifically to containers of alcohol that in their design are intended to be resealed (e.g. liquor bottle, wine bottle that is corked or closed, large bottles of beer that are sold with a twist cap). The amount of alcohol that students may transport between residences in an opened package cannot exceed 12 standard drinks. A standard drink is defined as a 12 oz. beer, a 4 oz. glass of wine, 1½ oz. of 80-proof alcohol or 1 oz. of 100-proof alcohol. Students may not transport alcohol in any type of cooler. It is illegal for a person under the age of 21 to transport any alcohol, unless in the company of a parent or legal guardian, according to state law. Minor Violation.

Alcohol Paraphernalia: Possession of paraphernalia (eg. funnels, beer sticks or any other device) used in drinking games or activities intended to increase the rate of consumption of alcoholic beverages is prohibited and said items will be confiscated by university officials. Minor Violation

Display Items: Decorative/display items such as bottles are permitted in residence; however, they must have been altered in such a manner so as they do not currently or can no longer hold alcohol or have held alcohol recently. Examples of such items would be lamps made from bottles or cans and bottles used for sand art. Examples of unacceptable items are beer can pyramids, bottle collections and bottles being used as vases or bottles with liquid that glows under a black light. Decisions as to whether or not an item is decorative are at the discretion of university officials. Minor Violation

Under the Influence of Alcohol/Alcohol Abuse: A student is responsible for his/her own behavior while drinking, and being under the influence of alcohol in no way lessens his/her accountability to the SNHU community. A student may not drink alcohol in an abusive manner or to the point of intoxication, nor may he/she knowingly serve another to the point of intoxication. Abuse of alcohol includes consuming excessive amounts of alcohol and using games or other acts that encourage high consumption (see Drinking Games/Acts/and Common Source below). The determination of abusive drinking or an intoxicated state will be based upon physical observation and evaluation of behavior by a university authority and need not rely on any mechanical, electrical or chemical sobriety instrument. In general, an intoxicated individual is one whose mental or physical abilities are impaired to a point that he/she does not think or act in ways in which an ordinary person in full possession of his/her abilities and using reasonable care, would act under similar circumstances. Some specific examples that an individual is under the influence of alcohol or intoxicated include lowered inhibitions, bloodshot or glassy eyes, slurred speech, irrational conversation, mood swings or other actions that indicate a poor use of judgment, a strong odor of alcohol on one's breath and/or an unsteady walk or gait. An ability to still walk and talk in what appears to be an ordinary fashion is not an indication that a student is not under the influence. Major Violation

Drinking Games or Acts: Participation in games or activities intended to increase the rate of consumption of alcoholic beverages is prohibited. Major Violation

Excessive Amounts of Alcohol or Common Source: Of special concern is the lack of control that results from consuming large quantities of alcohol. Both excessive amounts of alcohol and common sources are prohibited. (1) Excessive amounts are defined as supplies of alcohol which are excessive for the number of students of legal drinking age present (not to exceed the number of total students allowed to be present by university policy) or amounts which are distributed indiscriminately. Examples of excessive amounts include more cases of beer than reasonable for the number of people of legal drinking age present (not to exceed the number of total students allowed to be present by university policy) or large mixtures of "punch" or the presence of "punch buckets". The determination of what is excessive will be made during the hearing process. (2) Examples of typical common sources of alcohol are kegs and beer balls. Common source containers, whether full or empty, are not permitted in university residence areas. Exception to the common source rule is the following: The university may sell keg beer at its regularly licensed location: the Last Chapter Pub. Approval from the Director of Campus Programming and Leadership must be obtained for beer to be served/sold from a common source at a university sponsored event in any other location. Major Violation

Controlled Substances:

Possession of a Controlled Substance or Use of a Controlled Substance or Evidence

Supporting: The possession or use, of illegal drugs or controlled substances is prohibited at any time on university property and as part of any university activities. The use of prescription drugs for other than their intended medical purposes or their possession by a person to whom the medication was not prescribed is not permitted. If a student or his/her guests use or possess drugs or controlled substances, both the student and his/her guests are liable to public law enforcement actions and university disciplinary actions. The university official reporting the incident will determine the presence of evidence that would support conducting a search and along with the hearing officer or board will determine the possession or use of a controlled substance or illegal drugs. Evidence warranting a search might include odor or the presence of items typically used to disguise or eliminate odor, the presence of paraphernalia and/or physical signs of impairment. Major Violation

A. Denial of Federal Benefits 21 U.S.C. 862

A Federal Drug Conviction may result in the loss of Federal benefits, including school loans, grants, scholarships, contracts, and licenses. Federal Drug Trafficking convictions may result in denial of Federal Benefits for up to 5 years for a first conviction, 10 years for a second conviction, and permanent denial of Federal benefits for a third conviction. Federal Drug convictions for possession may result in denial of Federal benefits for up to 1 year for a first conviction and up to 5 years for subsequent convictions.

B. Forfeiture of Personal Property and Real Estate 21 U.S.C. 853

Any person convicted of a Federal drug offense punishable by more than 1 year in prison shall forfeit to the United States any personal or real property related to the violation, including houses, cars, and other personal belongings. A warrant of seizure is issued and property is seized at the time an individual is arrested on charges that may result in forfeiture.

C. Federal Drug Trafficking Penalties 21 U.S.C. 841

Penalties for Federal Drug Trafficking convictions vary according to the quantity of the controlled substance involved in the transaction. The list below is a sample of the range and severity of federal penalties imposed for first convictions. Penalties for subsequent convictions are twice as severe. If death or serious bodily injury results from the use of a controlled substance which has been illegally distributed, the person convicted on federal charges of distributing the substance faces a mandatory life sentence and fines ranging up to \$8 million.

Persons convicted on Federal charges of drug trafficking within 1,000 feet of a University (21 U.S.C. 845a) face penalties of prison terms and fines which are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least 1 year.

D. Federal Drug Possession Penalties

Persons convicted on Federal charges of possessing any controlled substance face penalties of up to 1 year in prison and a mandatory fine of no less than \$1,000 up to a maximum of \$100,000. Second convictions are punishable by not less than 15 days but not more than 2 years in prison and a minimum fine of \$2,500. Subsequent convictions are punishable by not less than 90 days but not more than 3 years in prison and a minimum fine of \$5,000.

New Hampshire State Laws

The legal drinking age in New Hampshire is 21. If you are under 21, it is illegal to

- (1) have in your personal possession any alcoholic beverages,
- (2) misrepresent your age for purpose of obtaining alcoholic beverages,
- (3) drive in a car having alcoholic beverages except when accompanied by a parent, guardian, spouse 21 years of age.
- (4) be in an area where alcoholic beverages are served unless accompanied by person 21 years of age.

Penalty: fine and/or time in jail.

It is illegal for anyone to

- (1) sell, give away or procure alcoholic beverage to a minor or individual who is intoxicated
- (2) charge for alcoholic beverages without a license
- (3) manufacture, sell, possess or use a falsified ID
- (4) to lend a driver's license to be used for unlawful purpose.

Penalty: fine and/or jail sentences.

Substance	Amount	Penalty – First Conviction
Heroin	1 kg or more	Prison: not less than 10 years, Not more than life. Fine: up to \$4 million.
Cocaine	5 kg or more	
Crack Cocaine	50 gm or more	
Methamphetamine	100 gm or more	
PCP	100 gm or more	
LSD	10 gm or more	
Marijuana	1000 kg or more	
Heroin	100-999 gm	Prison: not less than 5 years, Not more than 40 years. Fine: up to \$2 million.
Cocaine	500-4,999 gm	
Crack Cocaine	5-49 gm	
Methamphetamine	10-99 gm	
PCP	10-99 gm	

LSD	1-10 gm	
Marijuana	100-1000	
Amphetamines	Any amount	Prison: up to 5 years. Fine: up to \$250,000
Barbiturates	Any amount	
Marijuana	50-100 kg	Prison: up to 20 years. Fine: up to \$1 million
Hashish	10-100 kg	
Hash Oil	1-100 kg	
Marijuana	Less than 50 kg	Prison: up to 5 years. Fine: up to \$250,000
Hashish	Less than 10 kg	
Hash Oil	Less than 1 kg	

**(DWI) Driving While Intoxicated
and Driving Under the Influence
(DUI)**

You may be found guilty of DWI if you drive a vehicle while you have a 0.08% blood alcohol concentration if 21 years of age or 0.02% if under the age of 21.

Unlawful Possession

Any person under 21 years of age who has in their possession any alcoholic beverages is guilty of a violation and will be fined a minimum of \$250. Any second and/or subsequent offenses will be fined at least \$500.

A penalty assessment fee of 17% will be added to the above fines.

If you are under the age of 21 and are found guilty of illegal possession of alcohol you will be given a probationary drivers license until 21 years of age. Any subsequent alcohol violations will result in suspension of driver's license.

It is a violation for a minor not only to possess alcohol, but also to be intoxicated or have a BAC level of .02 or more (internal possession of alcohol). Penalty: fine/may suspend driver's license or privilege to drive.

Keg Registration Law

Law requires sellers of keg beer to create a record of purchases and to obtain the identity of the purchaser. Sellers will attach a unique label to the retail keg which will enable law enforcement to determine the identity of the seller as well as the purchaser. If contents of the keg are consumed by a minor, law enforcement will have an avenue to identify the purchaser of the keg. Any person who removes the label shall be guilty of a violation which is punishable by a \$1,000 fine.

Description of Health Risks

Southern New Hampshire University recognizes alcohol and other drug dependency as an illness and a major health problem. Alcohol is the number one drug problem in this country and on campus. Drinking alcohol has acute effects on the body. It impairs judgment, vision, coordination and speech and often leads to dangerous risk-taking behavior. This may include drunken driving, injuries and serious accidents. Nearly half of all accidental deaths, suicides and homicides are alcohol related. The misuse of alcohol is often involved in violent behavior, acquaintance rape, unintended pregnancies, and exposure to sexually transmitted diseases. Long term excessive drinking and other drug use can lead to a wide variety of health problems in many different organ systems.

Drugs and the Body

The use of alcohol and other drugs can cause physical and psychological dependence and can interfere with memory, sensation and perception. Drugs impair the brain's ability to synthesize information. Regular users of drugs develop tolerance and physical dependence often experienced by withdrawal symptoms. The psychological dependence occurs when the drug-taking becomes central to the user's life.

Amphetamines, barbiturates, cocaine, crack, D.M.T, hallucinogens, marijuana, mescaline, narcotics, opiates, psilocybin, tranquilizers, and all other drugs of a similar nature which are either outlawed outright or illegal when not prescribed by a physician. Possession of drugs is illegal without valid authorization. While penalties for possession are generally not as great as for manufacture and distribution of drugs, possession of a relatively large quantity may be considered distribution. Under both state and federal laws, penalties for possession, manufacture and distribution are much greater for second and subsequent convictions.

2010 Drug Policy Statement

In accordance with: DRUG-FREE WORKPLACE ACT OF 1988 and DRUG-FREE SCHOOLS AND COMMUNITIES ACT AMENDMENTS OF 1989 - PUBLIC LAW 101-226 – HOUSE BILL 464.

Employees, students, guests and visitors at Southern New Hampshire University (SNHU) are responsible for knowing and complying with the provisions of the LAW as they refer to the unlawful possession, sale, manufacture, use or distribution of alcohol and other drugs. Any employee, student, guest or visitor who violates pertinent federal, state and/or local law, either within the academic community of SNHU, or in a manner that otherwise affects the academic community, thereby violates SNHU policy.

Any employee convicted of any criminal drug statute violation occurring within the Southern New Hampshire University community must notify the appropriate supervisor and/or management person no later than five (5) calendar days after such conviction. Any employee who fails to provide notification shall be subject to discipline action up to and including dismissal. Disciplinary action against an employee convicted of a drug offense within the SNHU community must commence within thirty (30) days after receipt of notice of the conviction.

Penalties will be imposed for violation of the policies of SNHU only in accordance with procedural safeguards applicable to disciplinary actions against employees, students, guests and visitors. The penalties that may be imposed range from warnings with probationary status to expulsions from enrollment and/or discharge from employment. Every employee, student, guest and visitor of SNHU is responsible for being familiar and complying with the terms of the policy on illegal drugs adopted by SNHU.

Southern New Hampshire University recognizes alcohol and other drug dependency as an illness and a major health problem. Alcohol is the number one drug problem in this country and on campus. Drinking alcohol has acute effects on the body. It impairs judgment, vision, coordination and speech and often leads to dangerous risk-taking behavior. This may include drunken driving, injuries and serious accidents. Nearly half of all accidental deaths, suicides and homicides are alcohol related. The misuse of alcohol is often involved in violent behavior, acquaintance rape, unintended pregnancies, and exposure to sexually transmitted diseases. Long term excessive drinking and other drug use can lead to a wide variety of health problems in many different organ systems.

The use of alcohol and other drugs can cause physical and psychological dependence and can interfere with memory, sensation and perception. Drugs impair the brain's ability to synthesize information. Regular users of drugs develop tolerance and physical dependence often experienced by withdrawal symptoms. The psychological dependence occurs when the drug-taking becomes central to the user's life.

UNIVERSITY COMMUNITY RESOURCES CAMPUS BASED: **The Office of Human Resources** – Exeter Hall - (603) 644-3125 offers **confidential** assistance with referrals for staff and families, as well as, benefit information.

The Wellness Center – located in the Student Center - (603) 645-9679 offers limited short-term outpatient service and referral information for students.

COMMUNITY BASED: The Employee Assistance Program (EAP) offered through **Anthem** provides assessment and referral for a wide range of concerns facing employees and their love ones including Substance use disorders. All interactions provided by our EAP are private and confidential. To speak with a consultant please call 1-800-647-9151. If you are covered by the SNHU health insurance (HMO Blue or Blue Choice) you may contact the **Behavior Health Network** at 1-800-228-5975 for a referral.

This summary sheet has been compiled and distributed to all members of the SNHU community to meet the requirements of the Drug-Free Schools and Communities Act. In addition to this policy, other SNHU policies remain in force.

These policies are available in the following documents in the Office of Human Resources:

- SNHU Policy Statement
- The Drug-Free Workplace Act of 1988-
- Substance Abuse Policy-
- Description of the Applicable Sanctions under Local, State, and Federal Laws for the Unlawful Possession or Distribution of Illicit Drugs and Alcohol-
- Drugs and Alcohol Treatment and Counseling Centers-
- Health Risks of Drug Use
- Alcohol & Other Drug Policy and Procedures

The following is available on-line:
may be found at:

<http://www.snhu.edu/2111.asp>

SUMMARY OF LEGAL SANCTIONS FOR THE UNLAWFUL POSSESSION OR DISTRIBUTION OF ILLICIT DRUGS AND ALCOHOL PROVIDED IN COMPLIANCE WITH THE DRUG-FREE SCHOOLS AND COMMUNITIES ACT

Local, state, and federal laws make illegal use of alcohol and other drugs serious crimes. Conviction can lead to imprisonment, fines and assigned community service. A felony for such an offense can prevent an individual from entering many fields of employment and licensed professions.

Cities and towns in New Hampshire prohibit public consumption of alcohol and impose fines for violation.

New Hampshire laws prohibit (1) sale or delivery of alcoholic beverages to persons under 21 and (2) misrepresentation of one's age or falsifying an identification to obtain alcoholic beverages. A first conviction of driving under the influence of alcohol has a penalty fine of not less than \$500.00 and loss of license for not less than 90 days and up to two years. Both offenses are misdemeanors punishable by up to one year in jail and possible fines.

New Hampshire House Bill 464 establishes a criminal penalty for facilitating a drug or underage alcohol house party. This bill states that a person is guilty of a misdemeanor if s/he owns or has control of an occupied structure where a party is held AND continues the party knowing that people under the age of 21 possess or intend to consume alcoholic beverage or use controlled drugs at the party.

New Hampshire has criminal penalties for the illicit use of controlled substances (or "drugs"), with penalties varying with the type of drug. In general, narcotics, addictive drugs, and drugs with a high potential for abuse have heavier penalties.

CONTROLLED DRUGS INCLUDE: Amphetamines, barbiturates, cocaine, crack, D.M.T, hallucinogens, marijuana, mescaline, narcotics, opiates, psilocybin, tranquilizers, and all other drugs of a similar nature which are either outlawed outright or illegal when not prescribed by a physician.

Possession of drugs is illegal without valid authorization. While penalties for possession are generally not as great as for manufacture and distribution of drugs, possession of a relatively large quantity may be considered distribution. Under both state and federal laws, penalties for possession, manufacture and distribution are much greater for second and subsequent convictions. Many laws dictate mandatory prison terms and the full minimum term must be served.

Persons convicted of drug possession under state or federal law may be ineligible for federal student grants and loans for up to one year after the first conviction and five years after the second; the penalty for distributing drugs is loss of benefits for five years after the first, 10 years after the second and permanently after the third conviction.

Under Federal law, distribution of drugs to persons under age 21 is punishable by **twice** the normal penalty with a mandatory one year in prison; a third conviction is punishable by **mandatory life imprisonment**. These penalties apply to distribution of drugs in or within 1,000 feet of a College or School. Federal law sets greatly heightened prison sentences for the manufacture and distribution of drugs in or within 1,000 feet of a college or school. Federal law sets greatly heightened prison sentences for the manufacture and distribution of drugs if death or serious injury results from use of the substance.

**SOUTHERN NEW HAMPSHIRE UNIVERSITY'S
EAP PROGRAM
FREE AND CONFIDENTIAL – 1-800-647-9151**

**or, if covered by HMO Blue or Blue Choice, call:
The Behavioral Health Network @ 1-800-228-5975**

(Note: All services are administered in a fully confidential manner.)

10/09

Fire Safety

Fire Protection and Prevention

Southern New Hampshire University's residential and non-residential buildings are thoroughly equipped with some combinations of sprinkler systems, smoke and heat detectors, fire hose connections and extinguishers, which are at all key locations and are easily accessible. All of our fire suppressant systems meet or exceed current codes.

Unannounced fire drills are conducted each semester and any deficiencies found are immediately addressed. Resident assistants and Public Safety officers are trained in hands-on fire suppression.

All fire alarm systems are wired into or radio dispatched to the Manchester and Hooksett fire departments. Also, most are wired directly to the Office of Public Safety, enabling prompt response.

Fire hydrants are located strategically for quick response and adequate supply of water.

Portable Fire Extinguishers

- Portable fire extinguishers at the University are intended for use by trained individuals.
- You should activate the nearest fire alarm prior to using a fire extinguisher. Most portable extinguishers are appropriate for only small contained fires, such as a fire in a wastebasket.
- Don't fight a fire if you have not been trained or are unsure about what type of extinguisher to use.
- Remember to never fight a spreading or growing fire and never block your escape.

Emergency Building Evacuation for People with Physical Disabilities

In the event of an emergency that may require a building evacuation, the following procedure is recommended:

- Call Public Safety and advise the dispatcher of your location and remain where you are by sheltering in place.
- If you are unable to call Public Safety, advise others of your location to inform emergency personnel. It is also recommended that a person have a sounding device, such as a whistle, to alert emergency personnel, and a small flashlight.
- Remember to never use the elevators.
- It is best to have arrangements pre-planned for evacuation assistance. Arrangements can be made to reasonably assure that assistance is provided to anyone who requires it. Contact disability Services at extension 2386.

In the Event of Fire

- If you discover a fire in your area: alert others in the immediate area, get out, and close the door behind you.
- Activate the building fire alarm system on your way out and call Public Safety at 645-9700 from a safe place.
- Leave the fire area immediately by following your planned exit route and closing all doors behind you to slow the spread of fire and smoke.
- Exit the building via the closest exit or exit stairway.
- Never use an elevator when evacuation for a fire alarm or smoke-filled building. Always use the stairs.
- Once outside the building, move to a safe area, tell the fire department if anyone is left inside, and do not reenter until you are told to do so.

If You are Trapped or Unable to Exit

- Stay calm, and take steps to protect yourself.
- If possible, move to a room with an outside window.
- If there is a working phone, call Public Safety and tell the dispatcher where you are. Do this even if you can see the fire department from the window.
- Stay where rescuers can see you through the window, and wave a light-colored item to attract their attention.
- Stuff clothing, towels, or blankets around the cracks in the door to help keep smoke out of your refuge.
- If possible, open the window at the top and bottom. Be ready to shut the window quickly if smoke rushes in.
- Be patient. The rescue of occupants of large structures could take time.

Required Fire Reporting For the 2010 Calendar Year

Total number of fires in Resident Housing: 1

Total Fire Loss: \$409.00

