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UNIVERSITY OF CALIFORNIA POLICE DEPARTMENT (UCPD)
The Berkeley campus has a dedicated, full-service police department with 77 officers, 45 full-time non-sworn personnel, and 60 student employees. UCPD, located at 1 Sproul Hall, has primary law enforcement jurisdiction on the campus and associated University properties. The department is empowered as a full-service state law enforcement agency pursuant to section 830.2(b) of the California Penal Code and fully subscribes to the standards of the California Commission on Peace Officer Standards and Training (POST). Officers receive the same basic training as city and county peace officers throughout the state, plus additional training to meet the unique needs of a campus environment.

The department handles all patrol, investigation, crime prevention education, emergency preparedness and related law enforcement duties for the campus community and operates 24 hours a day, seven days a week. UCPD coordinates closely with the City of Berkeley Police Department operating joint patrol programs in the south campus area, and communicating at all levels to ensure the effective provision of police services.

Mission Statement
The University of California Police Department, Berkeley, provides high-quality, professional crime prevention, protection, and law enforcement services to maintain and promote human safety and the security of property for the Berkeley campus and its associated locations. The department facilitates the achievement of the academic, research, and public service missions of the University through its safety and security programs, the protection of individual rights, and reducing fear of crime.

This is accomplished through the direct provision of traditional law enforcement and emergency services and the design and delivery of pro-active educational, outreach and crime prevention programs for a broad and diverse campus community. The University of California Police Department, Berkeley, provides these services, develops its programs, and trains its sworn and civilian staff with sensitivity to the unique concerns of the University and Berkeley community.

SAFETY COUNTS
In 1998, the federal government passed The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, formerly The Student Right to Know Act of 1990. This law requires colleges and universities receiving federal funding to disclose the reported instances of criminal activity on their campuses.

The law specifically requires the reporting of violent crime, burglary, and motor vehicle theft, as well as a summary of arrests and disciplinary referrals for liquor law violations, drug abuse violations, and weapons possessions.

In compliance with this act, the University of California Police Department has produced this booklet, Safety Counts, which contains the aforementioned information. Production of Safety Counts begins in January with the collection of crime statistics and development of a design. We solicit information, crime statistics, and comments from the following campus departments: Office of Student Conduct, University Health Services, Title IX Coordinator’s Office, Housing & Dining and Intercollegiate Athletics & Recreational Sports. We also submit written requests to relevant law enforcement agencies for campus-related crime statistics. All crime statistic submissions are analyzed for duplicate reporting, then compiled into a table (pp. 10 - 12). In early Fall, the Office of the Registrar provides addresses of all students registered for the Fall semester, and Safety Counts is sent to each student via direct mail. Using information from Berkeley’s Payroll Department, Safety Counts is also sent to all faculty and staff at the beginning of each Fall semester.

In addition to campus crime statistics, Safety Counts is also a resource guide for campus safety services and crime prevention strategies. Inquiries about Safety Counts may be directed to Campus Safety Programs at (510) 643-6442 or via electronic mail: ucpolice@uclink.berkeley.edu.

Safety Services and Programs

CAMPUS SAFETY PROGRAMS
Campus Safety Programs, a unit of UCPD’s Community Outreach and Emergency Services Division, offers several safety classes and services to the University community. Among these is the education and promotion program, “Cal-B-SAFE.”
**NIGHT SAFETY SHUTTLE**
The Night Safety Shuttle is an extension of daytime shuttle bus services aimed at providing safe transit to and from the campus for evening classes, study, and research. The Night Safety Shuttle services the South side and includes the residence halls and BART. It also makes regular stops at the Undergraduate Library, and provides door to door service on the North side—within a prescribed area. See the Night Safety Map (centerfold) for routes and stop locations. Schedules are available at UCPD, 1 Sproul Hall, on the Night Safety Shuttle Buses, and at our web site: www.berkeley.edu/safetyprograms

**NIGHT ESCORT SERVICE**
Community Service Officers (CSO's) are uniformed, radio-equipped and trained student employees of UCPD. CSO's provide a walking escort, in conjunction with the Night Safety Shuttle, to nearby residences, public transportation or parking facilities during the evening hours. This service is free and is available 365 days per year. Program boundaries are Shattuck (W), Ashby (S), Warring (SE)/Highland Place (NE), and Cedar (N). Hours of operation are 6 PM - 3:30 AM. To request an escort, call (510) 642-WALK (9255) during operating hours.

**NIGHT WALKING ROUTES**
Certain routes on the central campus have been identified as the most frequented and well-lit paths to use at night. Students and staff are strongly encouraged to use them, and to walk with friends at night. A map showing these routes can be found in the center of this booklet.

**SELF-DEFENSE CLASSES**
Self-Defense classes are offered on the campus at various times throughout each semester. These classes focus on crime awareness, as well as physical defense tactics. Students, staff, and faculty can take these classes for a small fee. Classes are co-sponsored by a number of departments, including the Vice Chancellor for Business and Administrative Services, the Vice Chancellor for Undergraduate Affairs, Recreational Sports, Student Activities and Services, Emergency Preparedness, the ASUC, Rape Prevention, the Department of Human Biodynamics and UCPD. Information about course content, and a schedule of meeting times and locations can be obtained from the Cal Fitness, Instruction and Training (Cal F.I.T.) Program at (510) 643-5151.

**CRIME PREVENTION AWARENESS AND SAFETY PRESENTATIONS**
Every year, police officers from UCPD participate in panel discussions or give safety talks during CalSO as well as many college and program orientations. These presentations most often occur during the summer months or the first few weeks of the fall semester; and focus of basic safety tips and safety programs. Thereafter student organizations, living centers, and campus departments can request presentations for their group on the following topics:

- Personal Safety/“Street Smarts”
- Theft Prevention
- Residence/Living Group Safety Concerns
- Office Security and Safety

If your organization would like to arrange a presentation, please call: (510) 642-8561 for all residence halls and family housing, (510) 642-0469 for affiliated living groups (Greens & Co-ops), student organizations, and campus departments.

**CRIME PREVENTION FOR CREDIT: CRIME AND SAFETY ON THE BERKELEY CAMPUS**
A three-unit, academic course on campus crime and safety is offered through the Democratic Education at Cal (DECal) program. The class covers:

- Trends in criminal law
- Contact, detention and arrest
- Comparing UCB with other major universities on crime
- The work of police detectives and the district attorney
- UCPD special units and details
- Basic self-defense instruction

For information, including class time and location, call Campus Safety Programs at (510) 643-6442 or visit us on the web at www.berkeley.edu/safetyprograms.

**Safety Information Resources**

**CAL-B-SAFE INFORMATION LINE**
The Cal-B-SAFE Information Line offers several options for the caller to listen to recorded information about safety programs such as the Night Safety Shuttle service, as well as details on major campus incidents and weekly crime statistics. This service is available 24 hours a day by calling (510) 64B-SAFE (2-7233).

www.berkeley.edu/safetyprograms
Campus Safety Programs has a World Wide Web page accessible from the UC Police Department main site. The site provides the campus community with access to information about campus safety services, publications, and prevention strategies.

**UCB POLICE NEWS**
UCPD, in conjunction with Campus Safety Programs has created an e-mail list open to all members of the campus community. This list is a part of our department's ongoing effort to notify the campus community when incidents of criminal activity occur which may have an impact on the quality of life of the campus community at large and to share crime pre-
vention information. List members can expect to receive crime alerts for the Berkeley campus and immediate area, when appropriate. There may also be periodic informational messages about topics in crime prevention such as theft prevention and night safety.

To sign up for the list, send email to:
Majordomo@listlink.berkeley.edu with the following in the body of the message:

subscribe ucb_police_news [your email address]

The message should contain no other information or signature files. If you have any questions about the list or need help subscribing, contact the list-owner: silli@uclink4.berkeley.edu.

**Send Us E-Mail**
The UC Police Department has an electronic mail address so that you can ask us questions regarding safety and other law-enforcement issues.

To drop us a line, write to us at:
ucpolice@uclink.berkeley.edu

**Crime Statistics**

*Under the federal "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act," formerly the Student Right to Know and Campus Security Act, the Berkeley campus must annually distribute statistics on the reported occurrences of the following offenses:*

- Murder
- Sex Offenses - forcible (rape, sodomy, rape with a foreign object, and forcible fondling (sexual battery))
- Sex Offenses - non-forcible (incest and statutory rape)
- Robbery
- Aggravated Assault
- Burglary
- Motor-Vehicle Theft
- Manslaughter
- Arson
- Statistics involving the aforementioned offenses or others involving bodily injury where there is evidence of victim selection based upon actual or perceived race, gender, religious, sexual orientation, ethnicity, or disability (hate crimes).
- Arrests or persons referred for campus disciplinary action for liquor law violations, drug abuse violations and weapons possession.

These offenses must be reported according to their occurrence in the following location categories:

**C:** Campus – campus property including residence halls or other on campus residences

**A:** Affiliated/Non-Campus – property used by organizations officially recognized by the University (including Greeks and Co-ops)

**H:** Housing – Residence Halls or other University-owned residences

**P:** Public Property – Non-University-owned property reasonably contiguous to the campus (see the Safety Counts “Crime Statistics” section)

Criminal activities, if any, at off-campus student organizations recognized by the campus are required to be monitored and recorded through local police agencies.

This is required under 20 USC 1092(f) The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. In cases of criminal activities at off-campus student organizations, the local agency will create a police report and case number for each incident, pursuant to their own procedures for recording criminal incident reports and using FBI Uniform Crime Reporting standards. The agency will then, upon request from UCPD, send statistics under Clery Act offense categories for each location that meet the criteria for off-campus student organization. Statistics for the current calendar year will appear in The Clery Act publication, Safety Counts, the following academic year.

**An Explanation of the Statistics Charts on Page 6**

These statistics reflect crime reported to the police during 1997, under the former Student Right to Know Act collection areas and for 1998 and 1999 as required under The Clery Act of 1998.

Statistics for 1998 and 1999: reflect the numbers of crime reports occurring in the offenses categories required under The Clery Act of 1998. Offense categories under The Clery Act cover four types of areas: Campus, Affiliated/Non-Campus, Housing, and Public Property (see definitions at left).

Statistics for 1997: compiled under the former Student Right to Know Act. These statistics reflect incidents on property owned or operated by the University of California, Berkeley and properties, under the jurisdiction of the City of Berkeley Police Department, which are affiliated with the university (such as independent student housing systems). These statistics do not include incidents of criminal activity that occurred in areas near the campus that are not affiliated with the university.

"Offenses Reported to Police" reflect crimes reported to the University of California Police Department and the City of Berkeley Police Department during the calendar years listed.

"Unverified Offenses" reflect alleged crimes reported to other campus departments during the calendar years listed. Some incidents listed may not actually meet the criteria for their incident type.

Although every effort has been made to avoid duplication between non-police department and police reports, individual incidents may be reported multiple times within the same calendar year.
### C - Campus

**Offense Categories**

<table>
<thead>
<tr>
<th>Offenses Reported to Police (University and City)</th>
<th>Offenses Reported to other Campus Officials</th>
<th>Unverified Offenses Reported to other Campus Officials</th>
</tr>
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<tbody>
<tr>
<td>'97  '98  '99</td>
<td>'97  '98  '99</td>
<td>'97  '98  '99</td>
</tr>
<tr>
<td>Homicide</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Manslaughter</td>
<td>0</td>
<td>0</td>
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<td>Robbery</td>
<td>17</td>
<td>20</td>
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<td>Aggravated Assault</td>
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<td>5</td>
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<td>Sex Offenses:</td>
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<td>6</td>
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<tr>
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<td>0</td>
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<tr>
<td>Non-Forcible</td>
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<td>53</td>
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<tr>
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<td>34</td>
<td>27</td>
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<tr>
<td>Arson</td>
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<td>1</td>
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<tr>
<td>Hate Crimes</td>
<td>340</td>
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<tr>
<td>Bike Theft</td>
<td>732</td>
<td>701</td>
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**Arrests** | **Referrals** 
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</thead>
<tbody>
<tr>
<td>Liquor Law Violations</td>
<td>462†</td>
<td>90 316</td>
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<tr>
<td>Drug Law Violations</td>
<td>89</td>
<td>114 134</td>
</tr>
<tr>
<td>Illegal Weapons Possession</td>
<td>3</td>
<td>13 13</td>
</tr>
</tbody>
</table>

† Includes all offenses in “Public”, “Housing”, and “Non-Campus” categories.

### P - Public

**Offense Categories**

<table>
<thead>
<tr>
<th>Offenses Reported to Police (University and City)</th>
<th>Offenses Reported to other Campus Officials</th>
<th>Unverified Offenses Reported to other Campus Officials</th>
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<td>'97  '98  '99</td>
<td>'97  '98  '99</td>
</tr>
<tr>
<td>Homicide</td>
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<td>0</td>
</tr>
<tr>
<td>Manslaughter</td>
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<td>0</td>
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<tr>
<td>Robbery</td>
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<td>90</td>
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<tr>
<td>Aggravated Assault</td>
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<td>56</td>
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<tr>
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<td>174</td>
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<td>Arson</td>
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<td>4</td>
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<tr>
<td>Hate Crimes</td>
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</tr>
<tr>
<td>Bike Theft</td>
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<td>5</td>
</tr>
<tr>
<td>All Other Theft</td>
<td>10</td>
<td>21</td>
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**Arrests** | **Referrals** 
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<tr>
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<tbody>
<tr>
<td>Liquor Law Violations</td>
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<td>398 658</td>
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<tr>
<td>Drug Law Violations</td>
<td>**</td>
<td>290 272</td>
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<tr>
<td>Illegal Weapons Possession</td>
<td>**</td>
<td>13 15</td>
</tr>
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</table>

† Only contains verified reports from UCPD
Ω Hate Crime incident was an ethnic-based simple assault

### H - Housing

**Offense Categories**

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<thead>
<tr>
<th>Offenses Reported to Police (University and City)</th>
<th>Offenses Reported to other Campus Officials</th>
<th>Unverified Offenses Reported to other Campus Officials</th>
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<td>'97  '98  '99</td>
<td>'97  '98  '99</td>
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<td>0</td>
</tr>
<tr>
<td>Manslaughter</td>
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<td>Robbery</td>
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<tr>
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<td>0</td>
</tr>
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<td>Sex Offenses:</td>
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<td>3</td>
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<tr>
<td>Forcible</td>
<td>0</td>
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<tr>
<td>Non-Forcible</td>
<td>14</td>
<td>10</td>
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<tr>
<td>Burglary</td>
<td>13</td>
<td>12</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hate Crimes</td>
<td>49</td>
<td>38</td>
</tr>
<tr>
<td>Bike Theft</td>
<td>68</td>
<td>91</td>
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**Arrests** | **Referrals** 
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<tr>
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</thead>
<tbody>
<tr>
<td>Liquor Law Violations</td>
<td>95</td>
<td>7 10</td>
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<tr>
<td>Drug Law Violations</td>
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§ Unable to break out data from “Campus” category.

### N - Non-Campus

**Offense Categories**

<table>
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<tr>
<th>Offenses Reported to Police (University and City)</th>
<th>Offenses Reported to other Campus Officials</th>
<th>Unverified Offenses Reported to other Campus Officials</th>
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<tr>
<td>'97  '98  '99</td>
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<td>'97  '98  '99</td>
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<td>Manslaughter</td>
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</tr>
<tr>
<td>Robbery</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>8</td>
<td>3</td>
</tr>
<tr>
<td>Sex Offenses:</td>
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<tr>
<td>Forcible</td>
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<td>0</td>
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<tr>
<td>Non-Forcible</td>
<td>85</td>
<td>31</td>
</tr>
<tr>
<td>Burglary</td>
<td>18</td>
<td>12</td>
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<tr>
<td>Motor Vehicle Theft</td>
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</tr>
<tr>
<td>Arson</td>
<td>**</td>
<td>0</td>
</tr>
<tr>
<td>Hate Crimes</td>
<td>**</td>
<td>0</td>
</tr>
<tr>
<td>Bike Theft</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>All Other Theft</td>
<td>*</td>
<td>*</td>
</tr>
</tbody>
</table>

**Arrests** | **Referrals** 
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Liquor Law Violations</td>
<td>3</td>
<td>1 14</td>
</tr>
<tr>
<td>Drug Law Violations</td>
<td>4</td>
<td>10 4</td>
</tr>
<tr>
<td>Illegal Weapons Possession</td>
<td>3</td>
<td>2 6</td>
</tr>
</tbody>
</table>

* Data not available

**Data not required to be collected for this period**
REPORTING CRIME

The University of California Police Department is the primary agency for reporting and investigating all crimes that occur on UC Berkeley property. Any instances of criminal activity occurring on the campus of the University of California, Berkeley, including residence halls, should be reported to UCPD (in cases of sexual assault, other reporting methods may be appropriate. See page 49 for more information.)

When a crime is reported to the University Police, a police officer takes a report outlining the circumstances of the incident, and any other pertinent information. That report is then forwarded to the Criminal Investigations Bureau, where a police detective reviews the report and evidence (if any) to attempt to determine the cause and perpetrator(s) of the crime.

In all instances of criminal activity, the University Police Department works to determine the exact nature and perpetrator(s) of the crime for the purpose of developing a viable criminal case to be forwarded to the District Attorney's Office for prosecution. In some cases involving lesser offenses, the Criminal Investigations Bureau will forward the case information to the Office of Student Conduct for adjudication through the campus' disciplinary process. (Statistics for cases forwarded to the Office of Student Conduct which are offenses pursuant to The Clery Act of 1998 will still appear in this report.)

UCPD coordinates the response to crimes in adjoining jurisdictions, when requested to do so. In the event of an emergency, call 911 from any phone (no coins needed at a pay phone). To report a crime that is not in progress, or for general information, call UCPD at (510) 642-6760. UCPD has personnel available at all times to receive requests for assistance, or reports of crime. There are some very good reasons, in addition to prosecuting criminal activity, to promptly report crime.

- Timely notification about certain types of crime may affect the safety of others. These crimes include murder, rape, sexual assault (identity of victims is kept confidential), burglary, robbery, and motor vehicle theft.
- When you make your report, you assist UCPD in maintaining accurate records of the incidence of crime on campus. This information helps to keep the campus safe by providing the most accurate information on criminal activity to members of the campus community.

"IS THIS AN EMERGENCY?"

When you call the police to report a crime, the dispatcher will first ask you the question above. For your safety, be prepared to answer all the questions the dispatcher asks you, and be specific. Don't downplay the importance of your call. Here are points to immediately consider when reporting a crime:

- Is anyone's life or safety threatened?
- Does anyone need medical assistance or an ambulance?
- Is the suspect still there? (If so, make sure the dispatcher knows this.)
- Does the suspect have a weapon? What kind?

Crimes in progress, or those involving life-threatening circumstances, receive the highest priority response. If the crime is still in progress, do what you can to ensure your own safety first. If you are outside your home, get to a public area—an open store, a restaurant or hotel. If at home, go to a safe area of the house, or go outside.

WHAT POLICE WILL WANT TO KNOW WHEN YOU CALL

Police need to know basic information about the crime. Expect to hear these types of questions:

Where:
- Where are you now?
- Where did the crime happen?
- If the suspects are gone, where did they go? In what direction?
- Did they use a car or some other transportation? Did you get the license number?

What:
- What exactly happened or is happening? Describe the situation in complete detail. (e.g. "Someone has just broken my window and is inside my house...")
- What are the suspect's physical characteristics? (race, sex, height, weight, hair color, etc.)
- What was the suspect wearing? (Distinctive colors or clothing.)

When:
- When did the crime happen? Is it still in progress? (This is very important, it may determine the level of response.)

Who:
- Who are you? What phone number are you calling from?
And remember, don’t hang up the phone until the dispatcher tells you to do so. You may be put on hold while the dispatcher contacts emergency responders.

**CAL TIP: ANONYMOUS CRIME TIP PROGRAM**

Do you have information concerning a crime that has already occurred or an on-going crime problem in and around the campus? If so, you can send us confidential information via our home page where it will be sent to us via electronic mail.

Cal TIP is NOT intended for in-progress crimes. To report in-progress crimes call 911. To access the Cal TIP page, visit us on the web at [www.berkeley.edu/ucpolice](http://www.berkeley.edu/ucpolice).

**HOW WE REPORT CRIME TO THE CAMPUS COMMUNITY**

In addition to the yearly statistics provided in this booklet and on our web site, our department will make periodic reports, or Crime Alerts, to the campus community of recent crimes that may affect the quality of life in the greater campus area. These reports are intended to raise awareness regarding criminal activity so that the community can increase or implement personal safety strategies.

Crime Alerts will be distributed through the following means:

- The UC Police Web Site at [www.berkeley.edu/ucpolice](http://www.berkeley.edu/ucpolice)
- The UCB Police News electronic mail list
- Flyers to selected offices on campus, including Student Activities and Services and Residential and Family Living

If you would like to receive crime alerts, as well as occasional safety briefs, via electronic mail see page 7 for subscription information to UCB Police News.

**CAMPUS SECURITY PROVISIONS**

**Campus Patrols**

The University of California Police use uniformed and non-uniformed officers to patrol the campus in cars, on bicycles, on motorcycles, and on foot 24 hours a day. These patrols are conducted on the roadways and walkways of the campus, as well as in and through buildings.

**Lighting/Emergency Telephones**

The University has installed emergency telephones, and has enhanced night lighting on campus. Emergency telephones are located throughout the grounds (see Night Safety Map in centerfold), and are identified by a blue light on top of a yellow phone box or dark colored column. In addition, most elevators are equipped with emergency telephones on the wall of the elevator cab. On most types of emergency telephones, pushing the red button on the telephone panel will automatically connect you to UCPD. Also, any caller can connect to emergency assistance from a pay phone by dialing 911; no coins are needed for this call.

**Emergency Telephone and Night Safety Shuttle Stop Upgrades**

The campus has installed “Code Blue” emergency telephone units at many Night Safety Shuttle Stops and outlying parking areas. The telephone units have an emergency button and keypad allowing users to contact the police department in event of emergency and some also access non-emergency parking and shuttle information. The freestanding phone systems are each topped with a blue light which remains lit at all times. A strobe light is activated when the emergency button is pushed and ceases when the call ends. The emergency phone installations are a joint effort between Public Safety & Transportation and Telecommunications.

**Community Service Officer Program**

The CSO Program employs a diverse group of University of California students. Its mission is to provide outreach to the campus community, while helping to deter crime on the campus. In addition to the Night Escort Service, Community Service Officers provide high-visibility, uniformed patrol of the campus. This includes, but is not limited to, the student residential facilities, the central campus, and the Memorial Stadium. These patrols are conducted during the evening hours.

The CSO Program conducts a selection process for new CSO’s each semester. Paid positions are announced through advertisement in the Daily Californian, posted flyers, and on our website (for more information, you can visit [www.berkeley.edu/ucpolice](http://www.berkeley.edu/ucpolice)). Applications are typically due early and mid-fall semester, as well as early in the spring semester. Newly hired CSO’s spend three to four weeks in training, during which time they are taught the required police codes and campus geography, as well as how to keep themselves and their escorts safe.

Applications are available in our display at 1 Sproul Hall. For further information on the program, or employment opportunities, contact CSO Program Administration at (510) 643-8988 or (510) 642-7931.

**Security Patrol Officer Program**

Security Patrol Officers (SPO’s) are uniformed, non-sworn officers of the UC Berkeley Police Department. Their primary mission is to maintain a safe and hazard-free environment on the campus by acting as additional “eyes and ears” to UC Police or other law enforcement agencies that share jurisdiction with off-campus UC facilities.
SPO’s act as a liaison between UC Police and facility building managers by observing, reacting to, and promptly reporting developments that may affect campus safety. In addition to their duties at assigned facilities, SPO’s also provide ad hoc security, traffic control, and crowd control for sporting events, concerts, social events, demonstrations and campus-wide emergencies.

**Campus Buildings**
The Berkeley Campus is generally open to the public, and buildings differ with regard to the hours they are open. Custodial Services, and/or departments located within a building, generally have responsibility for opening and closing campus facilities. UCPD is charged with the responsibility for overseeing access control systems for all facilities on the campus, monitoring the issuance of keys, and maintaining the central automated access control and alarm systems.

**Prevention Strategies**

**Night Time Personal Safety**
Although we encourage you to utilize one of the night safety programs that we offer, there will be times when you cannot. In those cases follow these guidelines:

- Travel with a friend or in a group
- Be alert and aware of your surroundings
- Avoid dark, vacant, or deserted areas; use well-lit, frequently traveled routes (See Night Safety map in center of booklet)
- Dress in clothes and shoes which will not hamper movement

If you sense you are in trouble:

- Move away from the potential threat if possible
- Join any group of people nearby
- Cross the street and increase your pace
- If a threatening situation is imminent, and people are close by, yell, scream or make a commotion in any way you can to get their attention
- Go to an open business
- Call 911 from any phone
- Contact UCPD Emergency from a campus emergency telephone or Code Blue phone (See Night Safety map at the center of this booklet for locations of emergency phones)

**Defensive Sprays**
Any person may purchase and carry Mace or Pepper Spray (Oleoresin Capsicum (OC)) for defensive purposes. If you decide to carry a defensive spray (also referred to as tear gas), and you are ever in a situation where you have to use it, follow these guidelines after using your spray.

- Get out of the area. Run in the opposite direction of your attacker if possible. This is extremely important because your attacker may still be able to grab you.
- Tell your local law enforcement agency (if on campus call UCPD at (510) 642-6760) about the attack. Be sure to tell them when and where it happened, and provide a description of the attacker.

**Misuse Of Tear Gas**
Use of tear gas or tear gas weapons EXCEPT in self-defense can be a felony. (California Penal Code Section 12403.7 (a) (7)) The local District Attorney has the discretion to file misdemeanor or felony charges. Use against a peace officer engaged in official duties is a felony. For more information on defensive sprays, including decontamination procedures, further legislative restrictions, and physical effects of both Mace and Pepper Spray, check our web site: www.berkeley.edu/safetyprograms.

**Vehicle Safety Tips**

**General tips:**

- Park in well-lit, heavily populated areas
- Trust your instincts, if something doesn’t feel right, find another place to park
- Avoid parking next to occupied vehicles
- Be aware of your surroundings
- Take note of emergency/pay phones near where you have parked, in case you need to use them
- Do not leave valuable items visible in your car
- Close all windows and lock all doors before leaving your vehicle

Before entering your vehicle:

- Walk with others to your vehicle whenever possible
- If someone looks suspicious, leave the area immediately, do not try to go to your vehicle. Contact UCPD (510) 642-6760.
- Carry your vehicle key on separate ring from your house keys
- Have your keys in hand when you approach your vehicle
- Look around and underneath your vehicle before approaching
- Check the back seat of your vehicle before entering
- Upon entering your vehicle immediately lock all doors
- Make a copy of your registration and keep it on your person. Then remove all forms of identification from your vehicle. Anyone with permission to drive your vehicle should also have a copy of the registration on their person to furnish to the police if necessary
While driving:
- If you are involved in a minor collision in an isolated area, you may want to drive to a well-lit and populated area before stopping to assess your damage.
- Never pick up hitchhikers or troubled motorists. If you want to help a troubled motorist, drive to the nearest phone and call the police.
- While driving, if you notice that you are being followed, do not go home. Drive to the nearest police station, open store, or service station for help. If you are fearful of exiting your vehicle, blow your horn to draw attention to yourself.
- Report all attempted vehicle thefts to the University Police (if on campus) at (510) 642-6760 or your local police department. This information will assist police in catching the suspects before they make another attempt.

If You Are Approached For Your Vehicle (Carjacking)
While this is a highly personal decision, we strongly recommend that you give up your keys immediately, and without protest. Avoid getting into the vehicle with the suspects if at all possible. If you do have to surrender your vehicle note the following:
- The race, sex, approximate height, and clothing of the suspect(s)
- The direction that the suspects went
- If they had weapons, and if so, what type

Report this information immediately to police by calling 911 from any phone, or (510) 642-3333 from a cellular phone.

BICYCLE SAFETY
Bicycles are a major theft item on campus. Parking & Transportation spends several thousand dollars annually on new rack installations, lighted parking areas, improved pathways, signage, and other bicycle projects as recommended by the Campus Bicycle Subcommittee.

Bike theft prevention guidelines:
- License your bicycle
- Use the highest quality U-lock you can afford
- Lock both tires and the frame to a bicycle parking rack
- Leave as little space as possible inside the U-lock
- Always secure the seat
- Do not leave bicycles out overnight
- After dark, lock bike in a well-lit, well traveled area

For more information on cycling, including cycling resources, refer to the campus Bicycle Booklet available at 2427 Dwight Way, Berkeley TRiP at 2033 Center Street, Rm. 1 Sproul Hall, or find information at the Parking & Transportation web site: www.berkeley.edu/transportation.

PERSONAL INFORMATION SECURITY
Criminals can use your personal information to gain services, create fraudulent credit accounts, and to obtain false identification. The following are items that you should never give out to strangers:
- Credit card numbers or expiration dates, unless you know the company is reputable
- Checking account number or ATM personal identification number
- Telephone calling card number
- Social security number - only give this out if it is legally required
- Driver’s License number
- Health information, such as insurance, medical and mental history, and doctor
- Information about your home security system, such as whether you have one or not, or your code
- Information about those who live with you and whether you live alone
- Your age or age category
- Financial information, such as your annual income, mortgage, or financial institution

Even when giving this information to a well-known business or institution, you should keep a log of the date and time, and circumstances under which you gave the information.

ATM SAFETY
To increase your level of safety at automatic teller machines, follow these basic guidelines:
- Try to use the ATM during daylight hours
- If you have to get cash at night, go with someone else and only use machines that are well-lit and visible from a major street
- Look for suspicious people or activity
- If you notice anything out of the ordinary, even if you have started a transaction, cancel your transaction and leave
- When entering your secret code, use your body as a shield
- Always take your transaction receipts and statements
- Do not count or display money at the ATM
- Do not accept offers of help from anyone you don’t know
- When you use a drive-up ATM make sure your passenger windows are closed and the entire vehicle’s doors are locked
- Do not give your secret code to anyone, including anyone posing as a police investigator or bank official

Visit us on the web at
http://police.berkeley.edu
The purpose of community crime prevention is simple: to help you recognize your own vulnerability to crime and reduce your risk through preventive action and cooperation with the police. Theft is the most common crime on the Berkeley campus. Most thefts occur during the daylight hours, and in 80% of reported thefts and burglaries, thieves enter the structure without forced entry. In your residence, living group, or office, exchange information about your schedules and watch your neighbors’ houses, rooms, and work areas. Report suspicious activities to one another and to the police.

RESIDENCES HALLS
Overall a UCPD sergeant supervises security in UC residence halls. The residence halls are locked 24 hours a day, and entry is controlled by a mechanical key system. In addition, Community Service Officers patrol the residence halls during the evening hours, and each of the high rise buildings have a security monitor. Resident Assistants provide safety programs for students, especially at the beginning of the year, and the Residential Life Coordinator at each unit is linked with an officer at UCPD for additional coordination and information exchange. More information about security measures in the residence halls is available in the Residential and Family Living publication, “The Guide to Student Living in the Residence Halls.”

RESIDENTIAL THEFT PREVENTION TIPS
UCPD encourages you to take responsibility for protecting your property. Here are a few tips for discouraging would-be thieves in your residence halls, houses, or apartments.

- Keep outside doors locked.
- Ask strangers to wait in common areas while their friends are summoned.
- Lock your room door and windows when you leave, even if only for a minute, and take your keys with you.
- Keep small valuable items out of sight, in a closed drawer, or another safe place.
- Politely offer assistance to persons in your building or residence you do not recognize. If they have legitimate business, they will appreciate your help. If they do not, ask them to leave.
- Keep your room locked when you are out during move-in. Do not leave your car unlocked when loading or unloading.
- Do not leave coats, books, or other valuable items in common areas. Keep them in your room.
- If you hear or see something suspicious, call the police immediately. Dial 911 from any phone (no coins needed at a pay phone). From a cell phone on campus, dial (510) 642-3333.

APARTMENT LIVING
In the City of Berkeley, rental units must have dead bolt locks on all doors leading to the outside. Make sure all hallways, entrances, garages and grounds are well-lit. Leave spare keys with friends—not under the doormat, in mailbox-es, or in common hiding places.

SECURITY SURVEYS
Is your residence or office relatively safe from burglary and break-in? Have an officer from Crime Prevention identify areas in your home or office that may need security improvement. They can show you how to safeguard your apartment or office against unlawful entry and theft. For more information, or to arrange for a security survey, call (510) 642-3722. If you are off-campus, call the City of Berkeley Police at (510) 644-6695, or consult the other services/contact information section, on page 58, for your local law enforcement agency.

CITY OF BERKELEY POLICE DEPARTMENT: COMMUNITY SERVICES BUREAU
The City of Berkeley Police Department (BPD) through its Community Services Bureau works toward serving the concerns of Berkeley residents and merchants by identifying needs and solving problems using the principles of Community Involved Policing.

The following are just some of the services that the Community Services Bureau provides:

- Neighborhood Watch
- Business Watch
- Partnership Against Crime (PAC) programs
- Street Survival Workshops (with the Berkeley Safe Neighborhood Committee)
- Crime Prevention - Personal Safety Presentations
- Home/Business Security Surveys (no cost security advice)
- “McGruff” (the Crime Watch Dog)
- Crime Prevention Library (video tapes, brochures)
- Vacation Notification Program
- Crime Statistics

For more information on these and other services offered by the City of Berkeley Police Department, Community Services Bureau contact them at (510) 644-6696.

UNIVERSITY AND PERSONAL PROPERTY
Over $100,000 worth of University property and equipment is stolen annually from the Berkeley campus. Wallet, purse, and backpack theft make up a large percentage of personal
property theft. If you work in an office, you can reduce the opportunity for theft by taking a few simple precautions:

- Do not leave your wallet/purse in an unlocked desk or cabinet, or out in the open
- Lock up your desk when you leave
- Lock your door when you leave, even if you are gone for a short time
- Create an office or building watch program within your building; work with other occupants to monitor offices and property
- Maintain strict key control to all offices in your building as required by the Campus Access Control Policy

Call the Crime Prevention Unit of UCPD at (510) 642-3722 if you would like suggestions on how to start an office or building watch program. If you would like a copy of the Campus Access Control Policy, visit our web site at www.berkeley.edu/ucpolice.

PROPERTY LOCK-DOWN
Although no office or home is completely safe from theft, you can make it more difficult for a thief to steal your equipment or property, and improve the chances of recovering stolen property, by following the suggestions below:

- Keep an updated inventory of all office, lab, and home equipment
- Have all equipment locked down with an approved lock-down device
- Identify all University equipment by engraving on the top or front side
- Identify your personal property by engraving your California Driver’s License, do not use your social security number. If you live out of state, you can use that number followed by the abbreviation for the state of issue.

To borrow an engraver for university equipment, receive a copy of the approved lock-down vendor list for the campus, or to learn more about the UCB-ID program which provides zero-deductible insurance for University property, please contact the Community Outreach Unit at (510) 643-9375.

If you would like to check out an engraver for use on your personal property, contact UCPD - Records Division at (510) 642-6760.

SUSPICIOUS PERSONS/BEHAVIORS
If you see a suspicious person in your building, ask if you can help them. If the person has legitimate business in the building, he or she will appreciate your assistance. If not, ask the person to leave the building, but only if you feel comfortable doing so. If the person refuses to leave, call the police. Be prepared to describe the person when you call police.

The following are examples of behaviors that could be considered suspicious:

- A person or persons you, or the other residents/employees, do not recognize going from room to room or office to office
- A person or persons standing in a hallway for a long period of time
- A person or persons waiting outside of the building near the time that the building will be closing

BUILDING WATCH OFFICER PROGRAM
One of UCPD’s most popular programs, the Building Watch Officer program is an application of the neighborhood watch model to a university setting. The program seeks to connect building occupants with police services through an established point of contact and facilitate services that are building specific and appropriate.

Currently police officers are assigned to over 50 campus buildings and work to increase building occupant awareness and facilitate and encourage communication between the Police Department and regular building occupants. Services provided include:

- Regular visits of participating buildings to provide a visible police presence, as well as familiarize the officer with regular building users and building issues
- Weekly contact with Building Coordinators to review incidents and crime trends in the building and discuss possible crime risk reduction measures
- Safety education and other support materials to building occupants
- Coordination of crime prevention presentations and/or informal question and answer sessions for building occupants
- Development and implementation of building-specific crime risk reduction programs

For more information on the Building Watch Officer Program, please call (510) 642-6760.
RELATED SAFETY TOPICS

ALCOHOL AND OTHER DRUG ISSUES
The Berkeley campus is concerned about the impact of alcohol and other drugs on the health and safety of all members of the campus community. The following information may help prevent problems related to alcohol and other drugs.

THE ISSUE ON COLLEGE CAMPUSES
College students spend approximately $42 million yearly on alcohol, more than it costs to operate campus libraries and fund all scholarships and fellowships nationwide. Although often viewed as a “social lubricant,” alcohol can quickly deteriorate social relations. Alcohol also has other consequences, including: increased risk of accidents, homicide, suicide, physical injury, sexual assault and psychological and behavioral problems. This is in addition to the legal, health, and academic risks of abuse. These same risks hold true for alcohol or drug-impaired faculty and staff.

If you decide to drink, some of the following tips may help prevent problems.

- Remember, the legal drinking age is 21. Underage drinking puts you at risk for sanctions.
- Set your own alcohol limit and stick to it. Pace your drinking.
- Designate a nondrinker in your group. This person can watch out for potential problems, including excessive drinking.
- Don’t leave your group of friends, and don’t put yourself at risk by leaving with a new acquaintance.
- Monitor your drink at all times. Do not drink “punches” or other drinks that you did not see made. Discard your drink if it has been left unattended for any length of time.
- Consider your use patterns.

Problem Use: A Personal Checklist
Others can help you make decisions about your use, but the real responsibility is yours. As a start, answer the following questions for yourself:

- Do I drink/use drugs to warm up for social events?
- Do I ever regret what I did or said while under the influence?
- Has my use ever affected my job, course work, or other responsibilities?
- Have others expressed concern about my use?
- Do I get drunk/high when I intended to stay sober?
- Do I have to drink/use more to get the same high than I used to?
- Do I have trouble remembering what happens when I drink/use?
- Do I feel uncomfortable if alcohol/drugs aren’t available at events?

- Do I drink/use after a disappointment or a difficult time?

If you said yes two or more times, there may be cause for concern. You may wish to seek assistance from the resources listed at the end of this section. (If you are concerned about a friend or loved one’s use, the same questions also apply.)

Getting a Person to Seek Help
Alcohol/Drug abuse is often characterized by denial; here are a few hints for getting the message across:

- Talk with the person when they are sober
- Give facts, not lectures
- Do not make or accept excuses for drug-affected behavior
- Identify benefits of seeking help, and the consequences of not seeking help
- Show honest concern and patience
- Be prepared with information and referrals
- Seek assistance in helping this person
- Do not rescue; let the person clear up his/her own mistakes and assume responsibility for his/her drinking/using behavior

Resources and Referrals at University Health Services
For students:
Prevention and education programs: (510) 642-7202
Individual counseling, groups, and referrals: (510) 642-6074
Health and medical concerns: (510) 642-2000

For staff and faculty:
CARE Services (counseling, assessment, consultation, referral, education & training): (510) 643-7754

General services:
12 Step Programs, on-campus meetings: (510) 642-6074
Self Care Resource Center, Tang Center: (510) 642-7202

Laws and Campus Policies
Campus policy and state law forbid unlawful manufacture, distribution, dispensing, possession, use, or sale of alcoholic beverages or controlled substances by employees and students in the workplace, on University premises, at official University functions, or on University Business. Specific restrictions can be found beginning on page 38 of this booklet and in the following sources:

- University of California Policy on Substance Abuse (11/1/90)
- The Code of Student Conduct, University of California, Berkeley (copies of these documents can be obtained at the Reference Desk of the Main Library, the Office of the Assistant Vice Chancellor of Student Life, the
DOMESTIC VIOLENCE
If you have been battered, shoved, or physically abused in any way, it is a crime. Unreasonable jealousy or distrust, verbal abuse, and the destruction of property, are all symptoms of domestic violence. Domestic violence laws apply to you if the responsible person is your spouse or a domestic partner. They also apply to you in dating circumstances or if the responsible person is someone with whom you have had a child.

Support and Information
The University Health Services has counselors who can help you develop a safety plan. They have community resource information, and they can provide emotional support to you while you consider your options. They provide crisis counseling, can help you access medical care and academic adjustments as needed, and have recourse for alternative housing. They will work with you to reduce the impact that violence has in your daily life. For students contact Social Services at (510) 642-6074, or Counseling and Psychological Services at (510) 642-9494, Monday - Friday. Faculty and staff should contact CARE Services at (510) 643-7754.

Temporary Restraining Orders (T.R.O.)
A civil court grants a temporary restraining order. Restraining orders may be granted in situations where there have been past or present acts of violence, resulting in physical injury or substantial emotional distress.

Upon obtaining a T.R.O., make sure a certified copy, along with proof of service, is on file at the University of California Police Department. In cases of domestic violence, or demonstrated financial need, the cost of filing a T.R.O. is waived. T.R.O.’s are only temporary; a court can grant, upon a hearing showing good cause, a longer-term “Order After Hearing.” For more information on T.R.O.’s contact the Gender and Equity Resource Center at (510) 643-5730 or the UCPD Threat Management Unit at (510) 643-1813.

Police Intervention
When an officer arrives at the scene of a domestic dispute, and determines that a crime has been committed, the officer may make an arrest on probable cause that the suspect committed the offense. If a known suspect is in violation of a temporary restraining order, the officer may arrest the individual—if they are still present when the officer arrives. In all cases the officer will document the incident with a police report.

THREATENING OR POTENTIALLY VIOLENT BEHAVIOR
To address violent and disruptive behavior, Chancellor Berdahl re-issued a directive policy statement in January of 1998 that states,

“Each one of us shares the responsibility for creating and maintaining a community in which we can work together in an atmosphere of respect and civility toward each other, free of all forms of harassing and threatening behaviors. University policies are designed to protect and promote the rights of members of the campus community, and to prevent interference with functions that carry out the University’s mission.”

“Any threat or violent act by any student, staff, academic, or community member will be considered serious misconduct and may be the basis for disciplinary action or dismissal, and will be prosecuted to the full extent of the law. Supervisors and managers have the responsibility to take seriously any reported threats and, if necessary, to seek appropriate assistance.”

What You Can Do
To prevent the escalation of violent incidents, every member of the campus community should learn how to recognize and report behavior that could lead to violence. If you are the victim of an assault, or a direct threat, you should report the incident to the police, and to your supervisor, academic advisor, or another university representative. The person to whom you make the report should take immediate steps to ensure your safety and address the problem behavior. The police may take a report, or arrest the responsible individual if a crime has been committed.

Do not ignore or downplay direct or indirect threats, as they could escalate into serious incidents. Campus departments should have a plan for educating their students, faculty, and staff and a plan for responding to incidents that occur.

The Behavior Risk Assessment Team
The Behavior Risk Assessment Team is composed of several campus units with special expertise and professional training. Working together, these units systematically assess and address behavior perceived as disruptive, intimidating, threat-
ening, or violent. Such behavior includes actions or state-
ments by a student, staff, academic, or community member
that express intent to inflict harm on an individual or prop-
erty.

The team is designed to augment existing systems, and is
convened when individual service departments are not ade-
quate to respond alone to a situation. The assessment team
helps clarify the management of situations—including legal
and psychological issues, coordinates communication internally
and externally, and monitors resolution of situations.

If you have an immediate threat, dial 9-911 (911 from a non-
University phone). If you believe that you may need assis-
tance with the assessment of a special situation, contact the
following assessment team members:

- Chief of Police, UCPD, (510) 642-6760
- Director, University Health Services, (510) 642-6621

When a situation involves primarily student behavior you can
also call:
Director, Student Activities and Services, (510) 642-6770

When a situation involves primarily staff/faculty behavior you
can also call:
Manager, Employee Relations Unit, Personnel, (510) 642-9479

UCPD Threat Management Unit
The Threat Management Unit is the law enforcement com-
ponent of the Behavior Risk Assessment Team. The Threat
Management Unit assists university affiliates in dealing with
cases of threatening, harassing or aberrant behavior. It inves-
tigates, assesses and manages such incidents, as well as inves-
tigates all reported cases of domestic violence and stalking.
The unit is available to answer any questions or provide
referrals, (510) 643-1813.

Harassing and Threatening Phone Calls
Anyone can be the victim of harassing, annoying, obscene or
threatening phone calls. These may include random calls by
pranksters, calls at hours when you are sleeping, frequent
pointless calls or those where the caller says nothing,
obscene calls, calls from former romantic interests, or calls
where some threat is made against you, those you live with,
or your property.

These calls are intended to upset you, either for revenge or
to gratify the caller’s personal urges. Most can be prevented
or avoided by learning and using some simple techniques to
decrease your potential for victimization.

- Your telephone is for your personal use and service.
The telephone is under your control and you are not
obligated to talk to anyone. HANG UP if the caller
doesn’t speak or if you simply don’t feel comfortable
talking to the caller.

- Ask for the caller’s identity or affiliation. If the caller
makes an improper response or does not respond
immediately, HANG UP.

- Some ‘silent’ callers are looking for a response and may
want you to become angry or scared. Don’t give them
the satisfaction.

- If the caller asks “who is this?” or “what number have I
reached?” DON’T ANSWER. Instead ask, “whom do
you want?” or “what number did you call?” If the call is
not legitimate, that will probably end it.

- Don’t give out any information to anyone you don’t posi-
tively recognize or who fails to give you satisfactory ID
or affiliation. If the caller asks for your roommate, sim-
ply say that you will be happy to take a message. Under
no circumstances should you give the names of others
living with you to someone who doesn’t already know
them.

- If a caller persists after you have made it clear you don’t
want to talk to them, the simplest response is to hang
up. Or you might tap the disconnect buttons and say,
“Operator, this is the call I wanted traced.”

Remember, don’t speak unless you want to, don’t give out
any information, and don’t respond to questions if you don’t
know the caller.

Threatening Calls
Occasionally, a caller may threaten you, your property or
those with whom you live. These are unusual and extreme
events and should not be handled with the routine methods
described earlier. Notify UC Police immediately (510) 642-
6760. UC Police will assist you in working with telephone
service providers to put a stop to the calls.

Dealing With Malicious Calls
In spite of your best efforts, it is possible that you could
become the victim of a series of malicious phone calls. If this
should happen, it is important you do several things to help
the UC Police.

- Notify the UC Police immediately at (510) 642-6760.
- Start a log. Write down the date, time, and actions of
the caller (silent, threatening, obscene, etc.).
- Notify everyone you live with. Do not mention it in
public, as the caller may get satisfaction from hearing
you are distressed. Also, the caller may become cautious if they hear the police have been notified.

**Ending the Calls**
You can avoid or end unwanted malicious phone calls. UC Police will be happy to help you.

- Following a police report, if obscene, threatening or annoying phone calls continue, it is possible to install a phone trap to identify the telephone(s) where the calls originate.
- It is often possible to have your telephone number changed. The new number can remain unlisted.

**Precautions You Can Take**
- Consider listing your phone number by last name and first initial only.
- If you want your number unlisted, coordinate that with your roommates.
- Use an answering machine to screen your calls. Many machines allow you to hear the voice of the caller responding to your message before you pick up the phone.

**Hate Crimes**
A Hate Motivated Crime is defined as:

"...Any act of intimidation, harassment, physical force, or threat of physical force directed against any person or family, or their property, or advocate, motivated either in whole or in part by hostility to their real or perceived races, ethnic backgrounds, national origins, religious beliefs, sexes, ages, disabilities, sexual orientations, or political beliefs with the intention of causing fear or intimidation, or to deter the free exercise or enjoyment of any rights or privileges secured by the Constitution or the laws of the United States or the State of California whether or not performed under color of authority"

Specific guidelines for Hate Crime determination are as follows:

- The Hate Crime must involve a specific target, such as an individual residence, house of worship, religious or ethnic organization, or business.
- Graffiti must be racial, ethnic, religious, or homophobic in nature, such as swastika, KKK, Nazi, or other Hate Group symbols or slogans, or involve the use of epithets.
- Bigotry must be the central motive for the attack, rather than economics, revenge, etc. as in other kinds of crime.
- Any assault against a person, in the absence of other apparent motivation, when initiated with racial, ethnic, religious, or homophobic epithets, will be considered to be a Hate Crime.
- Vandalism to a house of worship, or ethnic, religious, or Gay or Lesbian organization will be considered a Hate crime in the absence of evidence of other motives.
- Obscene or threatening phone calls, when containing racial, ethnic, religious, or homophobic slurs, are considered Hate Crimes when it is determined that hate is the primary motivation for the call.

**If You Become A Victim**
If you become a victim of a Hate Crime it is important that you report it immediately to the University Police Department at (510) 642-6760. When reporting the incident, be sure to indicate that the crime is hate-motivated, as well as provide the case officer with the specific information that will support the classification. Support services are available at the Gender & Equity Resource Center, (510) 642-4786.

**EMERGENCY PREPAREDNESS**

**Earthquake**
When an earthquake occurs: DUCK, COVER AND HOLD where you are! Crouch down next to a wall and protect your head and neck with your arms if you cannot get under a sturdy object. Avoid windows, bookcases and heavy objects that could fall. Stay under cover until the shaking stops, then evacuate the building. Watch out for falling plaster, light fixtures, bricks and other debris. Once outside, move away from trees, buildings, electrical poles, and wires.

**Fire**
Take fire alarms seriously and evacuate quickly and calmly! Touch closed doors, and do not try to open them if they are hot. Do not use the elevator—take the stairs. Move away from fire and smoke. Close doors and windows if time permits. Pull an alarm as you leave the building, if one has not already been pulled.

**Bomb Threat**
If the police department orders an evacuation, take personal belongings when you leave. Leave doors and windows open; do not turn light switches on or off. Check work area for unfamiliar items if time permits. Do not touch suspicious items; report them to campus authorities. If you receive a bomb threat, call 911 from any phone.
Hazardous Materials
Move away from the site of the hazard to a safe location. Call 911 from any phone (no coins needed). Follow the directions of professional emergency workers.

In All Major Emergencies
Use stairs only; do not use elevators. Be aware of the needs of people with disabilities and learn how to offer assistance.

Before an Emergency
Learn the evacuation routes, and participate in evacuation drills in your home and other buildings you use frequently.

Make Your Home or Office Safer:
Remove heavy objects from top shelves or above where you sit or sleep. Have tall bookcases and file cabinets bolted to the wall. Secure computers to desktops, and restrain books on shelves. Make sure objects will not tip over and block your exit. Check battery-operated smoke detectors monthly, and replace batteries annually. Learn where fire extinguishers are located, and learn how to use them (A good, general purpose extinguisher is the 5 lb., A-B-C type). Do not overload electrical outlets, and keep hallways clear and free of debris.

Put Together Emergency Kits for Your Home, Car and Office
Include: flashlight and spare batteries, food and water (for three days), three-day supply of prescription medicines, extra prescription glasses, contact lenses and solution, first aid kit, battery-powered AM/FM radio, durable/comfortable shoes, blankets or coats, leather work gloves, a whistle, money and out-of-state emergency contact numbers.

Learn More about Emergency Preparedness
- Take First Aid and CPR training courses, and consider how you can become a member of the campus-wide disaster volunteer organization, The HOME Team! Train to become a search and rescue volunteer, a disaster First Aid team member, a campus emergency information Hotline volunteer, or a disaster shelter worker.
- Contact the Office of Emergency Preparedness for more information on where you can get training, supplies, and more links to other resources.
  Office of Emergency Preparedness
  (510) 642-9036
  email: oep@berkeley.edu
  website: www.berkeley.edu/oep

RULES, REGULATIONS, and CAMPUS POLICIES
Cal students come from a variety of places all over the state—and all over the world—where laws and other regulations vary. While in California, and on the UC Berkeley Campus specifically, you are required to obey all applicable laws including state, federal, and municipal codes.

As a Berkeley student, you are also required to adhere to campus codes, rules, and regulations. It is our hope that you will help contribute to the safety of the campus by following these rules and regulations. For more information on California State Laws, visit the California Law Web Site at http://leginfo.ca.gov/calaw.html.

RULES OF CONDUCT IN CAMPUS BUILDINGS
The buildings on the Berkeley campus are for appropriate use and enjoyment by students, faculty, staff, and visitors. The following policies have been established to promote the safety and security of all occupants and visitors:

- Follow all posted building rules restricting use or access.
- Duplicating or distributing keys or card keys without authorization is a violation of the Campus Access Control Policy, and is punishable under section 469 of the California Penal Code.
- Assisting unauthorized access to buildings or propping open exterior doors, in violation of building security policies, is a violation of the Campus Access Control Policy.
- Lodging overnight, except in residential facilities or for academic purposes, is prohibited.
- Adhere to all campus fire safety rules (available from the Campus Fire Marshal or Building Coordinator) including prompt, orderly evacuation in case of alarm.
- Intentionally initiating a false fire alarm is a violation of California Penal Code Section 148.4a punishable by a $1,000 fine or a one year jail sentence.
- Disrupting classroom, administrative, or other University sponsored or approved activities can result in citations by UCPD, enforcement by the Student Conduct Office, and/or expulsion from the campus.
- Smoking in buildings (except for private residences) is prohibited by Campus policy. When smoking outside, keep enough distance to ensure that tobacco smoke does not enter buildings.
- Riding mopeds, bicycles, skateboards, roller blades, or skates is prohibited in buildings or on walkways where hazards could be created by their use. In accordance with fire marshal policy, vehicles may not be stored in any public spaces, hallways, corridors, or stairwells, or attached to railings. Bicycles may be stored in non-public space sanctioned, or authorized, in buildings by departments or Building Coordinators/Managers.
- Animals (except laboratory animals or those assisting disabled persons, or as otherwise specifically authorized by departments or Building Coordinators/Managers) are not to be brought into buildings.
• Use of campus or departmental bulletin boards must be authorized by the department, or by the Building Coordinator/Manager.
• Tampering, misuse, abuse or destruction of emergency equipment or other University property is a violation of Penal Code Sections 148.4 and 594(b).

**FREE SPEECH AND PUBLIC ASSEMBLY**

UC Berkeley has a tradition of being an open forum for the expression of political and social ideas. While the University and its Police Department recognize the rights of individuals to engage in constitutionally protected free speech and public assembly, this activity must be conducted in a reasonable and responsible manner.

People who choose to exercise their freedom of speech or right to public assembly should understand that such rights are not unlimited. When the activity infringes on the rights of others or interferes with University business, it loses constitutional protection and may become a violation of law or University rules and regulations.

People who engage in activity that is in violation of the law or University rules must understand that there are consequences for such action(s). These may include arrest and prosecution for criminal law violations and University action. The University may pursue Student Conduct or other administrative procedures.

The Office of Student Activities has copies of the Campus Rules and Regulations, which explain the Time, Place and Manner rules governing public forums and rallies. Organizations can meet with a representative from the Police Department and Office of Student Activities to discuss the nature of their demonstration activities and be informed of their responsibilities and options.

• Organizations should appoint easily recognizable monitors with sufficient numbers and authority to control the activities of the group.
• Groups should appoint a spokesperson to liaison with the police to enhance cooperation and communication.
• In the event of misdemeanor arrests, demonstrators will be cited and released according to established police procedures. If the charge additionally requires booking at a local police station, those arrested can expect the process to take 3-4 hours.
• To meet release conditions, demonstrators should:
  a. Be at least 18 years of age.
  b. Possess a valid California picture identification card.
  c. Have no outstanding traffic or arrest warrant(s)
  d. Possess no weapons or contraband
  e. Follow the directions of the arresting officer(s)
  f. Do not engage in passive or active resistance.
  g. Do not threaten or fight with the arresting officer(s)
  h. Do not engage in any criminal activity (assaultive behavior, property destruction)

If a demonstrator is arrested for a felony violation such as assaults on police officers, etc., that person may be ultimately booked into the Alameda County jail system. If this occurs, the detention time, bail and court expenses could mount substantially, including a felony arrest record that will follow the student for life.

The following abbreviated California State Penal Codes are some of the most commonly violated in demonstration situations:

* 834a PC Resistance to arrest. If a person has knowledge, or by the exercise of reasonable care, should have knowledge, that he is being arrested by a peace officer, it is the duty of such person to refrain from using force or any weapon to resist such arrest.
* 148 PC Resisting/obstructing a Police Officer. Willfully resist, delay, or obstruct any public officer in the discharge or attempted discharge of their duties.
* 407 PC Unlawful assembly. Whenever two or more persons assemble to do an unlawful act, or to do a lawful act in a violent, boisterous or tumultuous manner.
* 409 PC Failure to disperse. Remaining present at the place of any riot, rout or unlawful assembly, after having been lawfully warned to disperse.
* 602(j) PC Trespassing with purpose to injure. Entering any lands for the purpose of injuring any property or property rights or with the intention of interfering, obstructing or injuring any lawful business.
* 602.1 PC Obstructing or intimidating public agencies or customers. Intentionally interfering with any lawful business open to the public by obstructing or intimidating those attempting to carry on the business, or their customers. Refusing to leave the premises after being requested to do so by the owner, the owner’s agent or by a peace officer acting at the request of the owner or agent.
* 647c PC Obstruction of street, sidewalk, or other public place. Obstructing the free movement of any person on any street, sidewalk or other public place or in any place open to the public.
THE BERKELEY CAMPUS STUDENT POLICY AND PROCEDURES REGARDING RAPE AND SEXUAL ASSAULT

Sexual Assault prevention, education, policy, and procedures are governed by The Berkeley Campus Student Policy and Procedures Regarding Rape and Sexual Assault. This policy describes in detail prevention and education programs around the topic of sexual assault, as well as policies and procedures for dealing with incidents after they have occurred. For your information and convenience, we have excerpted portions of the policy here. To receive a copy of the full policy, please contact any other offices listed as sexual assault resources later on in this section or download the policy from the web at http://campus.chance.berkeley.edu/campuspol/ and selecting “Index by Policy Name.”

POLICY STATEMENT

The University of California at Berkeley is committed to creating and maintaining an environment in which all persons who participate in University programs and activities can work together in an atmosphere free of all forms of harassment, exploitation, or intimidation. Every member of the University community should be aware that such behavior is prohibited by law and by University policy and that the University will not tolerate sexual misconduct in any form, including acquaintance or date rape.

The University will take appropriate action to prevent, correct, and discipline behavior that is found to violate campus policy or regulations proscribing rape or sexual assault (hereafter in the policy referred to as sexual assault).

CAMPUS PREVENTION AND EDUCATION EFFORTS

The University of California, Berkeley employs a multifaceted approach to preventing sexual assault. The campus maintains the Social Services Health Promotion, housed at University Health Services, and other prevention initiatives including those housed within Undergraduate Affairs, in particular Student Activities and Services and the Gender and Equity Resource Center; the University Police Department; the Housing Office; and other campus units. These groups collaborate to distribute the Policy and Procedures Regarding Rape and Sexual Assault; to provide educational workshops to campus officials, staff, and students; and to develop and disseminate educational materials relating to the prevention of sexual assault.

More specifically, the following campus programs offer prevention and educational resources:

- The Social Services, is a collaborative effort of several units within University Health Services for preventing and responding to a sexual assault. The prevention program provides in-service training for key campus officials; a peer educator program; educational workshops for students, educational materials; and consultation on prevention strategies to campus departments.

- University Health Services maintains a collaborative effort of several units which provide education and respond to sexual assaults. The prevention program provides educational workshops, events, and materials for students; a peer education program; consultation on prevention strategies to campus departments; in-service training for key campus officials’ co-sponsoring of Sexual Assault Awareness week.

- The University Police Department maintains a proactive Crime Prevention Unit. Part of this unit is Cal-B-SAFE, the education and promotional arm of campus safety programs. Cal-B-SAFE offers programs and services including Self-Defense Classes, Night Safety Shuttle Service, Night Escort Service, and Safety Presentations.

- The Gender and Equity Resource Center sponsors prevention efforts, including the Sexual Harassment Advocacy Peer Educators (SHAPE), staffing, and maintaining a resource library community resources, and co-sponsoring Sexual Assault Awareness Week and other prevention programs.

- The Student Activities and Services Office provides numerous prevention activities including training for fraternities and sororities and other university affiliated student groups.

- The Housing Office also organizes a variety or prevention activities for their residents. These prevention activities include Residence Hall Staff training, and prevention activities for their residents.

CAMPUS PROCEDURES FOR RESPONDING TO A SEXUAL ASSAULT

This section outlines the procedures the campus follows in responding to reports of sexual assault allegedly committed by students. It assumes that the incident occurred on or near campus (at an official University function or on University property). However, many of the procedures and services described here also apply if the incident happens off-campus or if the individual reporting the assault is not a student.

- When an incident is reported to any unit providing sexual assault resources on campus, the person to whom the report is made shall inform the student of her or his option to notify local law enforcement authorities, including the University Police Department, of the incident. The student shall also be informed of the importance of preserving evidence required for proof of possi-
ble criminal activity, and of the availability of the institutional personnel to assist the student in notifying the authorities of the incident, upon the student’s request. Finally, the student shall also be informed of the existing on- and off-campus counseling, mental health, and other student services as outlined below.

A. The campus provides confidential and trained assistance to individuals reporting a sexual assault. Primary assistance is provided through Social Services at the University Health Services. Social Services offers both immediate and ongoing response to students, including confidential crisis counseling and assistance and advocacy with the initial medical evaluation, criminal and civil procedures, and academic and housing issues. The University Health Services also provides general medical care for students who report being sexually assaulted, and other services including pregnancy and sexually transmitted disease testing (including pregnancy, sexual transmitted disease, and HIV testing), and treatment for injuries sustained during an assault. However, the UHS does not provide medical evidence collection. For this procedure, the patient would be referred to a community emergency room.

B. The Gender and Equity Resource Center provides initial crisis intervention and support throughout the complaint process as the student makes use of other campus services. The Center serves as a “home base” for students who report being sexually assaulted; it does not provide counseling therapy but provides information, advocacy, and support throughout the administrative process following a sexual assault.

C. The Housing Office provides a number of resources. Residential Life staff have received training in responding to students who are assaulted, including dealing with students’ emotional distress, helping students access appropriate campus services, handling housing issues, and maintaining a healthy living environment in the residence unit as a whole.

D. Off-campus resources include local physicians, hospitals such as Highland Hospital, community resources such as Bay Area Women Against Rape, and local law enforcement authorities, such as the Berkeley and Oakland City Police Departments.

• If the student is willing to report the incident to the University Police Department, she or he is informed that medical evidence can be collected at the same time as medical care is provided, but that medical evidence for a criminal prosecution cannot be collected without a report being made to the police. Under these circumstances, the student is informed that the state will bear the cost of the medical exam and is instructed not to bathe, shower, or douche so that important medical evidence can be preserved.

• Although the student is not required to notify any law enforcement authority regarding the incident, the person to whom the report is made shall contact the University Police Department to inform them that a sexual assault may have occurred.

The University Police Department in turn shall notify the Title IX Compliance Officer, who is responsible for coordinating the campus’s response to the incident. Licensed mental health workers, who learn about sexual assault as part of their professional roles, are not required to violate confidentiality. Anonymous summary statistical information will be reported.

• After the University Police Department is contacted, a uniformed officer will be dispatched to take the report. The student may request a male or female officer to take the report and this request will be accommodated whenever possible.

A. With the consent of the student, a full police report will be taken by a Campus Police Officer who accompanies the student to the hospital. At the request of the student, a friend, family member, or other designated person may be present.

B. The officer will accompany the student to the hospital. The officer will advise the student regarding hospital procedures and the availability of assistance through University Health Services.

C. A Campus Police Detective shall be assigned to further investigate the criminal allegations and explain the legal process to the student. The Detective shall present a completed written investigation to the District Attorney’s office for review and filing of criminal charges.

• If the student is unwilling to report the matter to the police or to be transported to the hospital by the police, she or he is then urged to seek assistance immediately from University Health Services for coordination of medical care and assistance, counseling, and other available support alternatives. The student is also informed that she or he may seek the assistance of the Gender and Equity Resource Center for advocacy support and assistance throughout the complaint process.
The student may request changes in her or his academic or living situation or that of an alleged assailant, after the student has made a report of an assault, and the campus shall grant any reasonable request for such change.

When a student reports being sexually assaulted by another student, the Office of Student Conduct, at the direction of the Title IX Compliance Officer, shall conduct a timely investigation of the allegations in the case and interview any witnesses as needed. The determination of whether to proceed with charges in a sexual assault case is the joint decision of the Office of Student Conduct and the Title IX Compliance Officer, in consultation as needed with the Advisory Review Committee, with final authority residing with the Title IX Compliance Officer. When formal charges are brought against the accused student by the University, the case shall either go to a hearing for adjudication or an administrative disposition settlement agreement shall be negotiated.

The individual charged with sexual assault is entitled to due process and will be given notice and a full opportunity to respond to the allegation made against her or him. The individual can seek representation, may have the same opportunity as the student who reported being assaulted to have a non-participating observer present during the proceedings, and is entitled to information about the campus policy on rape and sexual assault and the procedures that will be followed to address the issues.

If disciplinary sanctions are imposed by the Assistant Vice Chancellor for Student Life, the student who reports being sexually assaulted is informed of the outcome, and the charged student may appeal the action as set forth in the Campus Code of Student Conduct.

When a student who reports being sexually assaulted files charges with the University Police Department, the criminal investigation and the campus judicial investigation are coordinated but independently conducted, occurring simultaneously or sequentially, on a case-by-case basis.

**Disciplinary Action**

Office of Student Conduct
326 Sproul Hall
(510) 643-9069
e-mail: osc@uclink4.berkeley.edu
http://uga.berkeley.edu/SAS/osc.htm

Responsibility for pursuing campus disciplinary actions involving students rest with the Office of Student Conduct, which reports to the Director of Student Activities and Services. The office is also responsible for notifying the UC Police Department and Title IX Compliance Officer of any allegations of sexual assault. At the direction of the Title IX Compliance Officer, the Office of Student Conduct will conduct an investigation of the allegations in the case and interview any witnesses. The campus has jurisdiction over offenses by students that occur on University property (such as classrooms and residence halls), in other locations in the immediate vicinity of the campus (such as nearby fraternity houses, the student co-ops, and apartment buildings), and official University functions, and off campus. Pending a formal disciplinary hearing, the campus may take a variety of administrative measures against a charged student, including restriction of privileges and services, interim suspension, and exclusion from certain campus areas, such as classrooms and residence facilities. To prevent further conflict between the parties, the campus may utilize administrative reassignment procedures to move individuals to another residence hall or complex, limit access to a specific hall or complex during the course of a campus or criminal investigation, or make academic accommodations as appropriate for either party.

Normal student conduct procedures will be followed in resolving allegations of sexual misconduct, with the following exception. A hearing in a case concerning allegations of sexual misconduct may be closed to the public if the hearing body determines that the privacy rights of a witness, including those of the individual who reports being assaulted, may otherwise be jeopardized.

**If You Are a Student Who Has Been Sexually Assaulted**

If you have been sexually assaulted, it is important that you seek help immediately. The campus has provided a number of ways for you to get assistance, and you can choose the one(s) that you feel most comfortable with.

**Resources Providing Immediate Assistance**

- University of California Police Department, 1 Sproul Hall

The emergency telephone numbers are 911 (no coins required from pay phones) or (510) 642-3333. Police officers have your well-being as their primary concern. Members of the University Police Department have had extensive training in handling sexual assault cases and will treat you with respect and sensitivity. They will ensure that you are taken promptly to a physician for medical care and, if appropriate, collection of vital evidence required for proof of possible criminal activity. If you wish to file charges, the
police will assist you, but you need not make that decision immediately. If you need assistance in contacting the police, you may consult with any of the campus resources listed below.

- University Health Services, Tang Center, 2222 Bancroft Way

Medical Services: call Urgent Care Clinic (8 AM - 8 PM)/24-hour advice line, (510) 642-3188. Treating your medical needs is a top priority. Clinicians are available to treat injuries and address other health matters such as sexually transmitted diseases and pregnancy. Coordination with local hospitals for evidence collection is available if you wish.

Counseling: call Social Services, (510) 642-6074 (8 AM - 5 PM) Confidential counseling is provided for individuals who have been sexually assaulted along with information and support on criminal and civil procedures, safety issues, housing and academic concerns, and other campus and community resources.

Survivor recovery groups are regularly offered. Assistance is also available for your friends, family, and others who may be concerned about you.

- Gender and Equity Resource Center, 250 César E. Chavez Center

The Sexual Harassment/Sexual Assault Resource Specialist, who is experienced in working with students who have been sexually assaulted, is available to support you through the process. She can inform you of your options and rights, advise you regularly of the status of your case, facilitate communication among the units involved, and support you throughout criminal and administrative proceedings. Call (510) 643-5730.

Sexual Harassment/Sexual Assault resources and support/advocacy services are provided at the center. Professional staff who are experienced in working with individuals who have been sexually assaulted, are available to support you through the process. Staff can inform you of your options and rights, advise you regularly of the status of your case, facilitate communication among the units involved, and support you throughout criminal and administrative proceedings. Call (510) 642-4786.

- Any campus faculty or staff member with whom you feel comfortable will help direct you to the appropriate services.

**Additional Resources**

- Title IX Compliance Officer, 200 California Hall

The Title IX Compliance Officer is the campus official you should see if you decide to file a complaint against your assailant. The Title IX Compliance Officer will consult with you to determine if you are willing to pursue the matter through the student conduct process, and if you decide not to pursue the complaint, will work with you to consider alternative approaches to address the problems. She is in charge of making sure that you are provided with help in whatever way is appropriate or necessary. Call (510) 643-7985.

- Office of Student Conduct, 326 Sproul

The Office of Student Conduct is responsible for investigating incidents of sexual assault and charging student assailants. Call (510) 643-9069.

- Student Legal Services, 102 Sproul Hall

The Attorney for Students is available by appointment to provide legal advice to registered students but does not represent students. Call (510) 642-4980.

- Ombudsperson for Student Affairs, 103 Sproul Hall

The Ombudsperson for Student Affairs is available by appointment to serve as a neutral complaint resolver in University-related disputes. Call (510) 642-5754.

It is important for you to know that any of the above offices and individuals will help you in any way they can and see that you receive the appropriate care, counseling, and advice. You can also seek assistance in relocating to alternative university housing or in obtaining accommodations in your academic program.
OTHER SERVICES AND SERVICE PROVIDER CONTACT INFORMATION

UCPD SERVICES

Alarm System Information (For Campus Departments Only)
Campus alarms are governed by the Campus Alarm Policy. The University Police Department provides consultation on security systems to campus departments as well as assistance with existing systems. Contact the Community Outreach Unit at (510) 643-9375.

Card Access System Information (For Campus Departments Only)
The University Police Department provides consultation on card access systems to campus departments, as well as assistance with existing systems. Contact the Community Outreach Unit at (510) 643-9375.

Feedback on UCPD Service
UCPD Patrol Division frequently conducts random customer satisfaction surveys to determine the level of community awareness about safety services, customer satisfaction, and suggestions for improvement. If you have not received a survey and would like to share thoughts, concerns, comments, or suggestions on services that we provide or give general feedback, feel free to contact us at: UCPD, 1 Sproul Hall (1199) Berkeley, California 94720-1199, Attn.: Chief V.L. Harrison. You can also provide feedback via our web site: www.berkeley.edu/ucpolice.

Personnel Complaints (For UCPD Officers and Civilian Employees)
A complaint may be made at any time of the day or night to any police department employee. Complaints received will normally be referred to the Duty Supervisor. Depending on the circumstances, they will either investigate immediately or forward a report to the Complaint Investigation Unit in the Office of the Chief.

The time limit for filing a complaint is 30 calendar days from the date of the alleged incident. Sexual harassment allegations will be accepted up to 90 calendar days after the alleged incident.

Call or come in person to:
University of California Police Department
1 Sproul Hall
Berkeley, California 94720-1199
Phone: (510) 642-6760

Complaints may also be made at any of the following offices: ASUC Student Advocate, Student Activities and Services, the Office of Community Relations, the Office of Title IX Compliance, and the Vice Chancellor for Business and Administrative Services. All complaints will be forwarded immediately to the Chief of Police and to the Chair of the Police Review Board.

Separate from the formal process, the campus ombudspersons are also available to assist with informal resolution of complaints. Assistance provided by the Ombuds office is separate from the formal process. Complaints or inquiries can also be made via email.

The purpose of the Complaint Investigation Unit is to assure that complete, fair and impartial investigations are made of citizen complaints.
The University Police Review Board is independent from UCPD and is available to hear appeals from the UCPD Complaint Investigation process. Contact Lillian Brock at (510) 643-0680 for more information.

SERVICES OFFERED BY UCPD RECORDS UNIT
For more information about police services, call (510) 642-6760—unless otherwise indicated. Fees are subject to change, and are payable in exact change or by a check-made out to UC Regents.

Employee Photo ID Cards (Staff Only)
The University Police Department provides photo identification cards for Cal employees. The cost is $12.80 payable by IOC. Call (510) 642-6760 for an appointment.

Engravers
The University Police Department provides engravers for marking personal and university property. Students should contact (510) 642-6760 to check out an engraver from the Records Division.
Campus departments can call the Community Outreach Unit at (510) 643-9375, to reserve engravers for marking University property only.

Fingerprinting (Staff Only)
The University of California Police Department does fingerprinting on a limited basis. Please call (510) 642-6760 for more information, including hours and cost.

Letters Of Good Standing
Letters of Good Standing are verifications that you do not have a criminal history with UCPD. Letters may be requested during business hours, and are available 5-10 days after receipt of request. The cost is $12.

Police Report Copies
Copies of police report, or report verifications (dependent on the legal right to report) may be requested during regular business hours at 1 Sproul Hall, or by phone. The cost is
$10, and a copy will be available in 10 days. Photo identification is required to pick up all report copies.

**Parking & Transportation (P & T)**

Parking & Transportation oversees all transportation issues and planning for the Berkeley campus. Services include: parking permits, appeals, visitor and special event parking, transit and charter services, enforcement, and alternate transportation programs (Berkeley TRiP and New Directions in Transportation). The main office is located at 2535 Channing Way, and office hours are 7:30 AM - 4:00 PM Monday, Tuesday, Thursday, and Friday and 7:30 AM - 5:30 PM on Wednesdays; (510) 642-4283.

**Alternate Transportation: Berkeley TRiP Commute Store**

Complete information on public transportation options, bicycle commuting, carpools & vanpools, and transit discounts for UC Berkeley staff, faculty, and students are available through the New Directions program. Their office is located at 2033 Center Street. Call (510) 643-POOL (7665). Call for current office hours.

**Bicycle Registration**

California State Law requires that all bicycles are licensed. Registration costs $6 and is good for three calendar years. Renewals cost $3, and are good for an additional three years. Please contact Bicycle Registration, located at 2427 Dwight Way, for current hours, (510) 642-4936.

**Campus Shuttle Bus (Day)**

Daytime shuttles operate between 7 AM to 9 PM. Call Transit Operations at (510) 642-5149 or visit them on the web at www.berkeley.edu/transportation for information about daytime routes and schedules. The cost for the daytime bus ranges from 25¢ - 50¢. Students ride free with display of a Class Pass sticker on a Cal Photo ID. Call Berkeley TRiP at (510) 643-7665 for details.

**Lost and Found**

Hours of operation: M-F, 8 AM - 12 PM, and 1 - 5 PM. The office is located at 2427 Dwight Way. Reports of lost items can be made at the Police Department during off hours. For more information, contact Lost & Found at (510) 642-4936.

**Parking Citation Appeals**

If you wish to appeal a citation from either UC Berkeley Parking Enforcement or UCPD, call (510) 643-2500 for information about the appeal process. The Citations Services office is located at 2427 Dwight Way.

**Parking Permits/Visitor and Public Parking**

Call (510) 642-4283 for information regarding student, faculty, staff, or visitor permits, including eligibility, cost, and locations. Office hours are 7:30 AM - 4 PM Monday, Tuesday, Thursday and Friday, 7:30 AM - 5:30 PM on Wednesdays.

**Traffic Advisories**

Call (510) 642-4283 for information on route changes due to special events, changes in parking lots, and special events notices. Also see the Parking and Transportation Web Site for traffic advisories and special information at: www.berkeley.edu/transportation.

**Vehicle Jump Starts/Lock Outs**

For assistance M-F, 8 AM - 5 PM, call (510) 643-5790. After 5 PM call (510) 642-6760.

For more Parking & Transportation information, visit their website at: www.berkeley.edu/transportation
Other Campus Safety/Resource Offices

Fire Safety Information
(510) 643-8576

Office of Environment, Health, and Safety
(510) 642-3073
www.ehs.berkeley.edu

Office of Student Conduct
(510) 643-9069
http://uga.berkeley.edu/sas/osc.htm
osc@uclink4.berkeley.edu

Gender and Equity Resource Center
Sexual Harassment/Sexual Assault
Resources and support services
(510) 642-4786
http://uga.berkeley.edu/sas/geneq
Title IX Compliance Officer
(510) 643-7985

Ombudsperson for Students
(510) 642-5754

City of Berkeley Police Department
www.ci.berkeley.ca.us/bpd

2171 McKinley
Berkeley CA 94703
(510) 644-6743

Bicycle Licensing
(510) 644-6233

Community Services Bureau
(510) 644-6696

Domestic Violence
(510) 644-6848

Parking Enforcement
(510) 644-7727

City of Berkeley
www.ci.berkeley.ca.us

Parking Citation Center
(510) 644-8732

Police Review Commission
(510) 644-6716

Domestic Violence Services

Asian Women's Shelter
(415) 751-0880

Battered Women's Alternatives
(888) 215-5555

Berkeley Women's Refuge
(510) 547-4663

Family Violence Law Center
(510) 540-5354

Legal Aid
(510) 451-9261

Marin Men's Hotline
(415) 924-1070
(batterer's intervention and men's counseling)

Oakland Men's Project
(510) 835-2433

A Safe Place
(510) 536-7233

La Casa de las Madres, San Francisco (877) 503-1850

West Oakland Mental Health Center
(510) 465-1800
(batterer's intervention and men's counseling)

Woman Inc.
(415) 864-4777
(serves women of all sexual orientations)

Other Community Services

Bay Area Women Against Rape (BAWAR) (510) 845-7273

Berkeley Free Clinic
(510) 548-2570

Community Legal Aid Society
(510) 836-1247

Center for Independent Living
(510) 841-4776
(TDD-TTY) (510) 848-3101

Community United Against Violence (CUAV) (415) 333-HELP
(serves gay, lesbian, bisexual and transgender people)
Other Local Law Enforcement Agencies
(all general business lines)

Alameda County Sheriff’s Department
(510) 667-7721 (also police services for AC Transit)

Albany Police Department
(510) 525-7300

BART Police Department
(510) 464-7000

El Cerrito Police Department
(510) 237-3233

Emeryville Police Department
(510) 596-3700
www.ci.emeryville.ca.us/police/police.html

Kensington Police Department
(510) 526-4141

Oakland Police Department
(510) 238-3481
www.oaklandpolice.com

Richmond Police Department
(510) 237-3233
www.ci.richmond.ca.us/~police/

San Francisco Police Department
(415) 553-0123
www.ci.sf.ca.us/police/

ALAMEDA COUNTY CRIMINAL JUSTICE AGENCIES

Child Protection Services
(510) 259-1800

District Attorney: Berkeley Office
(510) 644-6683

District Attorney: Superior Court
(510) 272-6222

District Attorney: Juvenile
(510) 268-7575

Victim/Witness Assistance
(510) 272-6180

CONSOLIDATED SUPERIOR COURT (formerly Berkeley-Albany Municipal Court)
(510) 644-6423 (Civil)
(510) 644-6917 (Criminal)
(510) 644-6423 (Small Claims)
(510) 644-6872 (Traffic)

ALAMEDA COUNTY SUPERIOR COURT - OAKLAND
(510) 272-6002 (Civil)
(510) 272-6767 (Criminal)
(510) 272-6030 (Family Court)
(510) 208-4900 (Restraining Orders)

Public Safety & Transportation Publications

Parking Booklet
Information about campus parking options, parking guidelines, shuttle services, and alternate transportation. Includes campus map.

New Directions
Information about alternate transportation programs for faculty, staff, and students, including discounts on public transportation.

Bicycle Book
This book contains rules for riding on campus, safety information, and proper equipment and safety requirements.

Getting Around Cal: BEAR TRANSIT
Pocket schedules are available for the Night Safety, Daytime Perimeter, Hill, Saturday Night, and Richmond Field Station routes. Use these schedules with the Transit Map in the centerfold of this booklet to have complete day and night shuttle information.

All publications available at UCPD, 1 Sproul Hall or Parking & Transportation, 2535 Channing Way.

911 CAMPUS UPDATE
When calling 911 from a campus phone, you no longer need to dial “9” first. Now, from any phone, you may dial “9-1-1” in an emergency. If you are using a cellular phone and have an emergency on campus, call 642-3333; this will put you in contact with UCPD.

ALL EMERGENCIES

911 from cellular phones
(510) 642-3333

CONTACTING THE UNIVERSITY OF CALIFORNIA POLICE DEPARTMENT

University of California Police
1 Sproul Hall #1199
Berkeley, California, 94720-1199
General Business Line: (510) 642-6760
www.berkeley.edu/ucpolice
ucpolice@uclink.berkeley.edu

Visit us on the web at http://police.berkeley.edu