

CAMPUS ON WATCH



WWW.VCU.EDU/POLICE

**VIRGINIA COMMONWEALTH
UNIVERSITY
&
VCU HEALTH SYSTEM**

**If you see a crime... or even if you
suspect a crime, call ... (82)8-1234**

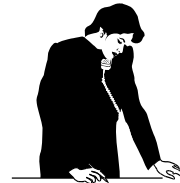
YOUR PARTICIPATION

You are one of the many VCU students and employees who can help promote services to the University community. Close proximity to a phone or another means of communication provides you with the unique opportunity to improve the safety and quality of life on campus.

Awareness and reporting of suspicious or emergency situations to the VCU Campus Police Department can help solve crimes, provide emergency assistance that may save a life, and will help deter criminal activity through the implementation of crime prevention procedures and high visibility.

CAMPUS ON WATCH allows you and your associates to offer an essential, unified “Crime Watch” crime prevention service to the University. Individually, each employee and student can contribute to a safer and more crime-free work environment.

OBSERVE AND REPORT CRIME



ACCIDENTS: Vehicles, people, animals.

FIRES: Buildings, auto, grass, trash

SAFETY HAZARDS: Faulty lighting; broken doors, windows or locks; blocked halls, windows or doors; vehicles leaking fuel, etc.

SUSPICIOUS CIRCUMSTANCES: Strange persons or events. Unusual or untimely behaviors.

PERSONAL SAFETY PRECAUTIONS

- ❑ Never walk alone or isolate yourself. Whenever possible, walk with someone or call the Security Escort Service at (82)8-WALK or (82)8-9255.
- ❑ Use well-lighted, well-traveled routes. Walk with confidence. Be alert and aware of who is around you.
- ❑ Have your keys in your hand BEFORE leaving your car or a doorway. Always lock your doors when alone and NEVER prop exterior doors open.
- ❑ Report all suspicious persons or incidents, however minor, to the Campus Police Communications Center at 938 W. Grace Street. The VCUPD emergency phone number is 828-1234. Simply dial 8-1234 on any University phone (Note: 911 will not directly dial from University phones.)
- ❑ Become aware of VCU Police Emergency Reporting Telephone System (ERTS) phones located throughout both campuses. ERTS phones are direct lines to the VCU Police.
- ❑ If followed while walking, change directions and turn toward well-lighted, populated areas, or use an ERTS phone!
- ❑ If followed while driving, drive to a public area, hospital or police station. DO NOT drive home!
- ❑ If approached in a threatening way, don't panic. Try to remain calm and think. Obey your natural instincts and don't take foolish chances. Each situation is unique. Consider three variables before deciding on your plan of action: your environment, your personality, and the mood of the perpetrator(s).



PROPERTY SECURITY

Approximately 80% of campus crime involves theft of property. Secure your property when it is not under direct supervision!

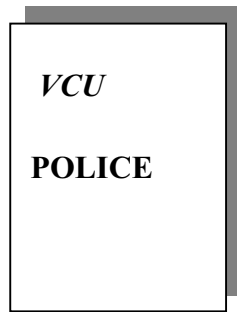
AWARENESS IS PREVENTION
DIAL 8-1234 for CAMPUS POLICE

PERSONAL INFORMATION SECURITY

The Internet has rapidly become the primary information source for many people. This amazing tool has great potential to be abused. Identity theft, facilitated by the Internet, is the fastest growing type of fraud, according to the New York City Department of Consumer Affairs, with 1200 people losing their identity everyday in the United States alone. As devastating as financial fraud can be to one's credit rating, electronic harassment or "cyber stalking" can have far more traumatic consequences. Consider these recommendations to protect your personal information.

- 1. Get an assigned "customer number" from the Department of Motor Vehicles instead of using your social security number for your driver's license.**
- 2. Remove extra information (SS#, date of birth, home address) from checks since they can easily be lost or stolen. List first and middle initials and last name on checks.**
- 3. Memorize your social security number and secure it with valuable personal information at home. Do not carry it in your wallet.**
- 4. Invest in a paper shredder and destroy mail solicitations for credit cards, loans, etc., that contain personal information.**
- 5. Never give your credit card number over the phone unless you initiate the call. Avoid credit card purchases over the Internet.**
- 6. Closely monitor your credit card statements to ensure that every charge accurately matches your credit card receipts. Report any discrepancies immediately.**
- 7. Arrange to receive mail regarding financial matters at a post office box rather than at home, especially if you travel often and have an open mailbox.**
- 8. Publish professional addresses, phone numbers, e-mail addresses, etc., on personal web pages. Limit biographical information. If photographs are used, use action shots. Avoid images that could easily be used for producing false identification documents.**
- 9. Do not reply to professional e-mail using your personal e-mail address. Preserve your personal e-mail for trusted family and friends. Women should use an ambiguous on-line ID.**
- 10. Regularly review your methods of electronic crime prevention, including virus protection, as computer technology advances frequently.**

EMERGENCY REPORTING TELEPHONE SYSTEM

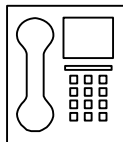


ERTS phones, located throughout the Monroe Park and medical campuses provide a direct connection to the VCU Police Communications Center and identify the location from which you are calling to the answering communications officer.

Outside ERTS phones are yellow call boxes, labeled “VCU Police,” and inside ERTS phones are red dial-less wall phones. Simply push the button or lift the receiver to connect with the Campus Police.



828-9255



VCU-WALK



Use an ERTS phone or call 828-WALK (828-9255) to contact the VCU Police Security Escort Service. This free service is designed to provide a safe walk or ride to campus locations for any student or employee who possesses a valid VCUCard. The Escort Service is available from 5 pm – 8 am on both campuses.

LAW ENFORCEMENT

VCU POLICE DEPARTMENT

Campus Emergency	8-1234**
Non-emergency/Info.....	8-1196
Crime Prevention.....	8-1196
Victim/Witness Coordinator.....	8-8696
VCU Police Web Site	www.vcu.edu/police

FIRE/SAFETY

Monroe Park Campus Emergency.....	8-1234
Hospital Complex Fire/Hazards.....	*50
Fire Safety Information.....	8-0040
Repairs for University Facilities.....	8-9444
Repairs for VCUHS Facilities.....	6-4772

****Off Campus DIAL 911**
Know E.R.T.S. telephone locations
Wear or carry University IDs




REPORTING INSTRUCTIONS


Observe the situation and notify the VCU Police as soon as possible. Advise the LOCATION and if danger or physical harm is threatened or exists. Police officers will be radio-dispatched to investigate.

Describe incidents and behavior as accurately as possible. Attempt to obtain a good mental picture of a suspect's clothing, possible age, hair color and length, and other physical descriptors. Your relayed description may be vital to the responding officers.

Do not attempt to arrest or apprehend !!!

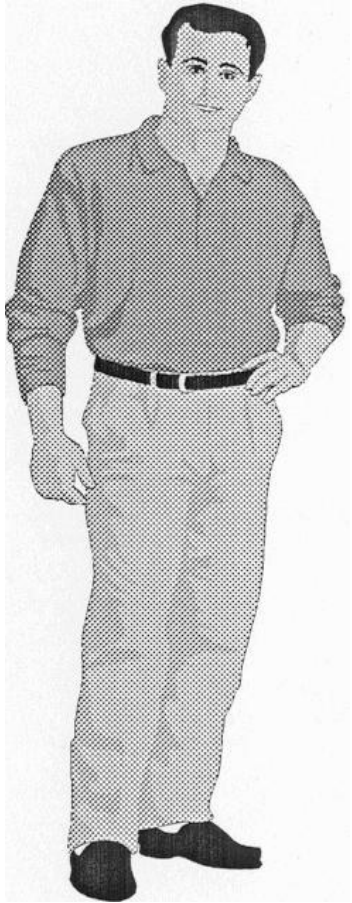
 **Call Police to investigate.**

Safety First! -- When in doubt -- REPORT!



Suspect I.D. Chart

SEX	RACE	AGE	HEIGHT	WEIGHT / BUILD
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HAIR		HAT (COLOR / TYPE)
EYES		SHIRT
; @ GG9 G fGHM@L		COAT
COMPLEXION / FACIAL HAIR		TROUSERS
SCARS /MARKS		SHOES

WEAPONS / ITEMS CARRIED

51 HCAC6-@ 89G7F-DHCB
 LICENSE NUMBER AND STATE
 COLOR YEAR MAKE MODEL

(Use this page to make copies for your staff or students.)