



2025 Annual Campus Security Report

- SAFETY POLICIES & CRIME STATISTICS
- ALCOHOL & DRUG ABUSE POLICY AND PREVENTION
- ANNUAL FIRE SAFETY REPORT



Operations Department
Penn View Bible Institute
570.837.1855 x1120
operations@pvbi.edu

This annual report is intended to be used by Penn View Bible Institute (PVBI) students, staff, faculty, and visitors. It provides useful information and references for issues relating to campus safety, defines types of crimes that may occur, suggests safety tips, and identifies related safety programs and resources to promote a safe and secure environment. Safety is ultimately the responsibility of individuals, and their cooperation is essential to improve security for everyone. This report is published each year by October 1 to meet the requirement of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act) to publish an annual security report. The Operations Department works with many other departments on campus, such as the Office of Student Life; Office of Academic Dean; Institutional Effectiveness; and Human Resources, to compile this information. This report is also intended to meet the requirements of the Higher Education Opportunity Act to publish an annual fire safety report. Additional hard copies of the report may be obtained by emailing the Operations Department at operations@pvbi.edu. Additional hard copies are also available at the Operations Department Office (located within the Cooley Academic Center, on the Penn View Campus).

Contact References

PVBI Emergency Telephone Numbers

- Safety Department..... 570.837.1855 x1120
- *All Emergencies.... Dial 9.1.1

**Life threatening emergencies should be immediately reported to local authorities via 911, with an immediate follow-up notification to PVBI Operations*

Other Crime Reporting Options (nonemergency)

- PVBI Operations 570.837.1855 x1120
- Academic Dean 570.837.1855 x1127
- Office of Student Life 570.837.1855 x1133
- Human Resources 570.837.1855 x0000

On Campus Confidential Resources for Help

- Counseling 570.837.1855 x1133
- Health Services 570.837.1855 x1116

Other Important Numbers

- Main Operator 570.837.1855
- Safety Escort Services 570.837.1855 x1120
- Academic Mentoring 570.837.1855 x1101
michelle.wrightsmen@pvbi.edu



Operations/Safety Department

The Operations/Safety Department can be contacted 24 hours a day by calling 570.837.1855 x1120. Questions and concerns with Safety should be addressed to the Director of Operations at 570.837.1855 x1120. If the director is not in his office, a message should be left. Medical emergencies are handled by calling on-campus EMTs or 911. Non-emergency consultations can be handled by calling Health Services at 570.837.1855 x1116. Non-medical emergencies after hours should be handled by Safety at 570.837.1855 x1120. Maintenance emergencies should be reported to 570.837.1855 x1181.

Although the Safety Department is not a police department and has no sworn officers. Safety Department does not have the power of arrest but does exercise its power to detain. Staff security personnel are authorized by the College to carry firearms and are certified under Act 235. The office does not have a formal Memo of Understanding (MOU) with local law enforcement agencies; however, it does maintain a working relationship with all law enforcement agencies holding jurisdiction over PVBI and accomplishes this by reporting all required crimes limited to their jurisdiction.

Maintenance of Campus Facilities

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Safety and Maintenance Departments utilize CPTED (Crime Prevention Through Environmental Design) assessments to prioritize facility and landscape changes. Maintenance Requests are digitally available to staff to report issues in and around buildings and other unsafe physical conditions to the Maintenance Department for correction. Other members of the College community are helpful when they report equipment problems to Safety or Maintenance Departments. Maintenance needs are handled by the on-site Maintenance Department, and reports of needed repairs are sent through the Director of Operations.

Access to Campus Facilities

All buildings, except the G. I. Straub Tabernacle, are locked at all times. All staff, faculty, college students, and approved academy students are given access cards with approved usage plans. During normal office hours, all guests can ring a doorbell at the main entrances to request entrance.

Security of Dormitories

Penn View Bible Institute has over 40 resident students. All dormitories are single sex occupancy. Access is controlled through access ID cards issued to the student. Entrance to most students' rooms are gained through a metal key. Entrances and parking lots are amply lit. Guests/Visitors are not admitted to the residence halls without prior approval from the Director of Student Life or a Social Dean. Approved guests must always be accompanied by a resident student. All overnight guests must register with the Director of Student Life or a Social Dean. Smoke detectors are in all residence halls.

Educational Programs

The entire community life program of the College is directed and planned by the Director of Student Life. Each residence site is supervised by a Social Dean. In addition to the Social Deans, dormitories are



also staffed by student resident assistants/advisors (RA). The RA to student ratio is approximately 1:7. Education relating to security measures begins with the Director of Student Life.

Safety staff train resident life staff concerning security matters at the beginning of the fall semester with ongoing reviews throughout the academic year. Security and emergency procedures are reviewed, drills are conducted, and a list of emergency telephone numbers is distributed. At the beginning of the semester, residence life staff are responsible to meet with new and returning students to explain security and safety procedures. Regulations outlined in the Student Handbook are reviewed, and emergency information such as locking personal dorm rooms, not propping open entry doors, crime prevention, and the location of fire extinguishers and alarms is discussed. During orientation, the Director of Student Life and Safety Department conduct a safety orientation required for all students. This seminar covers bystander intervention, definition of consent, and general safety information and tips. Public Safety, Student Life, and Health Services offer safety, crime prevention, and primary prevention programming, seminars, informational emails or posters, discussions, and more throughout the year. Throughout the school year, security reminders and updates are published in Chapel, electronic announcements, bulletin boards; on the College's website; and in special alert e-mail messages. Changes in procedures are typically announced through the student mailboxes and student text/email messages. Residence hall meetings, chapel sessions, and crime prevention awareness seminars provide further instruction relating to PVBI public safety. There is an annual Sexual Violence Awareness presentation. Any student who feels threatened in any situation is strongly encouraged to contact local police, or Director of Student Life or Director of Operations. Director of Operations presents an overview of safety on campus and crime prevention to all employees during employee orientation.

Policies and Procedures

- **Reporting of Criminal Offenses**

To report a crime, contact Public Safety by dialing 1120 from any campus telephone or 570.837.1855 x1120 from any off-campus telephone. Local law enforcement may be reached by dialing 911. A crime may also be reported in person to the Director of Operations. Any member of the PVBI community has the right to notify local law enforcement of a crime. Safety staff will gladly assist with contacting the local law enforcement when requested. It is important that crimes are reported in a timely, accurate fashion to the Safety Department and/or local law enforcement.

Reporting Options:

- By phone to the Safety Department at 570.837.1855 x1120.
- In person at any of our office locations or to any of our security officers.
- In person or by email to any campus employee designated as a Campus Security officer, Administrator, or Responsible Employee as defined in the Clery Act.
- Directly to local law enforcement.

- **Anonymous Reporting of Criminal Offenses**

A crime may be reported anonymously by calling the Safety Department at 570.837.1855 x1120 and advising one of the Safety staff members of information regarding a crime.



- **Voluntary, Confidential Reporting**

A victim or witness of a crime who does not want to pursue action within the College system or the criminal justice system may wish to consider making a confidential report to the Safety Department. With permission from the individual, the Director of Public Safety can file a report on the incident while keeping the individual's identity confidential. In this way, the College can protect the safety of students and employees. Incidents reported in this way are counted and disclosed in the annual crime statistics for the College.

- **Off-Campus Crime**

If the Pennsylvania State Police (PSP) are contacted about criminal activity occurring off-campus involving PVBI students, PSP may notify the Safety Department. However, there is no official PSP policy requiring such notification. Students in these cases may be subject to arrest by PSP or other applicable law enforcement agency and College judicial proceedings through the Administrative Committee.

- **Daily Complaint and Incident Logs**

The Public Safety Department maintains a daily electronic log reflecting complaints and incidents that have occurred at Penn View Bible Institute in the prior 30 days. These electronic logs are updated daily and retained in the Operations Offices located in the Cooley Academic Center. They may be reviewed by contacting the Director of Operations at 570.837.1855 x1120, Monday through Friday, 8 a.m. to 4 p.m.

- **Timely Warnings**

In the event a situation arises, either on or off campus, that, in the judgment of the Director of Operations, constitutes an ongoing or continuing threat, a campus-wide "timely warning" will be issued. This warning will be appropriate to the circumstances and may be issued to students, faculty, and staff through the College email system, telephone, cell phone text messaging, alarm, personal (room by room) communication, or a combination of these. Depending on the circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Safety Department may also post a notice on the College website and social media. Anyone with information warranting a timely warning should report the circumstances to the Safety Department by phone 570.837.1855 x1120 or in person at the Operations Office or to the Administrative Office inside the Cooley Academic Center.

- **Missing Student Notification**

If a member of the PVBI community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the Director of Student Life. Reports regarding any student living in on-campus housing who has been missing for 24 hours or more must be referred immediately to the Safety Department at 570.837.1855 x1120. Students living in on-campus housing are encouraged to identify a contact person(s) whom the Safety Department, in conjunction with the Office of Student Life, will attempt to notify if a student is determined to be missing. Students may confidentially list these individuals as an emergency contact by email to the Director of Student Life at kyle.markel@pvbi.edu. Only authorized campus officials and law enforcement officers, in furtherance of a missing person investigation,



may have access to this information. Even if a student has not registered a contact person, local/state law enforcement will be notified. If the missing student is less than 18 and not emancipated, PVBI will attempt to notify a custodial parent or guardian.

- **Emergency Response & Evacuation Procedures**

Confirmation of a significant on-campus emergency or dangerous situation involving an immediate threat to the health and/or safety of students/employees should be immediately reported to the Safety Department by calling 570.837.1855 x1120 or on campus extension 1120. PVBI will, considering the safety of the community, determine the content of the notification and initiate the emergency notification system; unless the notification will, in the judgment of college authorities, compromise the efforts to assist victims or contain, respond to, or otherwise mitigate the emergency. The Safety Department will take the primary lead in confirming a significant emergency exists, in conjunction with the Campus Emergency Response Team (CERT). The CERT will convene and determine who should be notified, the content of the notification, and then initiate the notification system. The CERT is led by the Director of Operations and consists of several Administrative and medical-level personnel. Emergency information will be disseminated via one or more of the following: the College email system, telephone, cell phone text messaging, alarm, personal (room by room) communication, or a combination of these. PVBI evaluates & tests its procedures annually, via a table-top exercise, drill, or live exercise, announcing the results of the tests utilizing the campus notification systems.

Students and employees should familiarize themselves with Crisis Response Procedures and Evacuation Procedures located on the student and employee online portals, in classrooms, dormitories, and strategically placed in other locations on campus.





Crisis Response Procedures



Campus safety is a responsibility we all share. All of us play a crucial role in keeping students, guests, faculty and staff safe on campus.

1. **Plan Ahead.** The time to think about what you would do in an emergency is now. Please take a few minutes to read through these procedures and consider how you would respond.
2. **Know TWO ways out.**
3. **SEE something, SAY something.** Reporting crimes, suspicious behavior and safety concerns to Operations/Safety helps to keep us all safe. Program 570.837.1855 x1120 into your cell phone and don't hesitate to make a request
4. **Always Carry your PVBI access card.** In an emergency, you may find yourself locked out of your building or area as some doors may lock to keep intruders out. Carrying your access card will enable you to identify yourself to first responders as a member of the PVBI community.



Dial 9-1-1 from any PVBI phone

Operations/Safety 570.837.1855 x1120

Health Services	570.837.1855 x1116
Maintenance	570.837.1855 x1181
Counseling	570.837.1855 x1133
Snyder County Crisis Intervention	(570) 837-3102
Sexual Assault Hotline	(570) 374-7773

Operations/Safety Department
570.837.1855 x1120
operations@pvbi.edu



Secure in Place



Lockdown

- If outside, seek cover in the nearest unlocked building.
- If buildings are locked, continue to move away from the danger.
- Once inside, find an interior room and lock and/or barricade the doors.

Hide

- Turn off lights, silence phones, and move away from windows.

Wait

- Await further instructions from PVBI or emergency personnel.
- Do not leave until an "All Clear" is received.

*Qualifies for any act or threat of violence

Suicide Threat



Viable Threat- Call the Snyder County Crisis Intervention Hotline at (570) 837-3102



Fire



If you discover a fire:

R-A-C-E

Rescue/Remove anyone in immediate danger on your way out of the building

Activate the fire alarm and call 9-1-1

Confine the fire (close the door)

Evacuate to the evacuation site and report in to the facility monitor. Someone must notify Operations/Safety Department.

P-A-S-S (for fires smaller than a small trash can)

Pull the pin



Aim the nozzle at the base of the fire

Squeeze the handle

Sweep from side to side

*Notify Operations/Safety Department and Maintenance

*If the fire is not extinguished, RACE!



Civil Disturbance/ Demonstration



Call the police at 9-1-1 and Operations/Safety Department at 570.837.1855 x1120 immediately.

- Notify your supervisor and facility monitor as appropriate
- Remain Calm and wait for instructions from the Police
- Do not attempt to conduct crowd control measures or to intervene unless instructed to by the Police
- Evacuate the area or building as directed by the Police/Safety personnel.

*If there are any signs of violence immediately evacuate the area, call 9-1-1 and follow procedures for “Secure in place” or “Active Shooter.”

Active Shooter Simplified Response



Run

- Have an escape route and plan in mind
- Leave your belongings behind
- Keep your hands visible

Hide

- Hide in an area out of the shooter’s view
- Block entry to your hiding place and lock the doors
- Silence your cell phone

Fight

- As a last resort and only when your life is in imminent danger
- Attempt to incapacitate the shooter
- Act with physical aggression and throw items at the active shooter

Call 9-1-1 as soon as it is safe to do so.



Mental Health Crisis



If you are in contact with someone who appears to be an immediate threat to his or her own safety or that of others, please call 9-1-1 and Snyder County Crisis Intervention (570) 837-3102

Crisis Situation include:

- Stated intention to commit suicide or inflict serious harm to self
- Stated intention or obvious behavior indicating and imminent threat to harm others

Non-emergency Situations include:

- Individual does not pose an immediate threat to self or others but exhibits behavior revealing a potential for harm may be referred to
 - Snyder County Crisis Intervention (570) 837-3102
 - Counseling 570.837.1855 x1133
 - Office of Student Life 570.837.1855 x1133
 - Operations/Safety 570.837.1855 x1120

Severe Weather



Take Shelter

- Follow instructions communicated via PVB I announcements or local media weather alerts.
- Identify areas of refuge.
- Follow evacuation routes for buildings.
- **Tornadoes** – go to lowest floor of building, interior rooms, away from windows.
- **Earthquakes** – take cover under interior doorways or heavy furniture. If outdoors, move away from buildings, and high structures or overhead wires.
- **Thunderstorms and hail** – seek shelter immediately.



Hazardous Material Accidents



Evacuate Effected Area

Call

- Call 911 immediately.
- Contact Operations/Safety 570.837.1855 x1120 and Maintenance 570.837.1855 x1181

Missing Student



Call

If a student is missing from the college or a parent reports that a student has not returned home, do not release any information to the media and notify:

Operations/Safety 570.837.1855 x1120

Sexual Assault



1. Attend to the victim
2. Preserve evidence on victim (for example, not taking a shower, nothing to drink, no brushing teeth or removing any clothing)
3. Secure and protect the crime scene
4. Call 911 and Operations/Safety 570.837.1855 x1120



Medical Emergency Response



If a serious injury or illness occurs, immediately call 911. Try to have someone escort emergency medical services (EMS) personnel to the scene. Remain calm.

1. Assess: Is it serious?
2. Alert: call 911
3. Attend:
 - Keep the injured person still and comfortable. Don't move the victim unless he or she is in immediate danger.
 - Check the victim's breathing and pulse. If you are trained and it is necessary, perform CPR or use an AED.
 - Control serious bleeding by applying direct pressure to the wound.
 - In case of a minor injury or illness, provide first aid care.
 - Stay with the injured person.

* On-campus EMT personnel

Michael Mason 570.939.0425

Dustin Durkee 570.541.2506

Operations/Safety 570.837.1855 x1120



Policy for threats of social disruptions (non-violent)

Call Operations/Safety 570.837.1855 x1120 or 911 .

Campus Resources

Several offices on campus can assist you with dealing with disruptive, threatening or violent students.

- **Student Life Department** is available to consult with you about students who are of concern to you, perhaps because they appear to be at risk to others or themselves. Call 570.837.1855 x1133.
- **Operations/Safety** can send security agents to respond to immediate threats. They can work with you to help create a safe office, department, or classroom. They can also consult with you regarding persons who are not Penn View students or staff. Call 570.837.1855 x1120.



Bomb Threat



Potential threat received via phone call

1. **STAY.** Stay calm, stay on the phone with the caller as long as able to.
 - Ask detail questions:
 - ✓ When is the bomb going to explode?
 - ✓ Where is the bomb?
 - ✓ Why?
 - ✓ Where are you calling from?
 - ✓ What is your name?
 - ✓ What is your address?
2. **CALL.** Call 911 immediately.
3. **ALERT.** Alert Operations/Safety 570.837.1855 x1120, supervisor and Building Manager
4. **DOCUMENT.** This will help investigators immensely
 - Record exact time of the call and caller ID if available
 - Write down anything you gathered from the call including answers to the detailed questions.
 - Describe voice, sounds heard, tone, accent, speed of speech, background noises.

Potential threat left on voicemail treated with same urgency as a phone call. Do NOT delete the voicemail. Follow steps 2-4 above

Potential threat received through threatening email or message



- **CALL.** Call 911 immediately.
- **ALERT.** Alert Operations/Safety 570.837.1855 x1120 and your supervisor
 - Do NOT delete the email for forward the email
 - Forward the email only as directed by Operations/Safety or local authorities

Potential threat received through threatening email or message

1. Once a threat is recognized, unnecessary handling should be avoided. We need to preserve evidence such as postal marks, handwriting, fingerprints, etc.
2. **CALL.** Call 911 immediately.
3. **ALERT.** Alert Operations/Safety 570.837.1855 x1120 and your supervisor

*Every threat should be treated as real and serious until local authorities tell us otherwise



- **Penn View Emergency Notification System**

Penn View utilizes One Call Now and CampusSis to enable fast and efficient dissemination of critical information to students, faculty, and staff of Penn View Bible Institute

Within minutes, One Call Now and CampusSis allows the Operations/Safety Department to send alerts through text messaging, voice calls, voicemail, and email to numerous devices, such as mobile phones, and email accessible devices. This system provides Penn View students, faculty, and staff with an additional layer of security and protection for emergency response.

One Call Now and CampusSis provide emergency information regarding situations that constitute an ongoing threat to the Penn View community, such as an armed suspect on the loose, active fire, or credible bomb threat, to name a few situations. An “all clear” message will be sent once an emergency is stabilized and it is deemed to be safe to resume normal activity. Alerts are not meant to be news releases regarding incidents that may have occurred or do not amount to an ongoing threat.

The effectiveness of this emergency notification system depends upon individuals providing accurate and up-to-date personal contact information.

If a student, faculty, staff, or other resident is not receiving communications, see the Administrative Assistant in the Cooley Academic Center Main Office during business hours.

The Operations/Safety Department may utilize the emergency notification system for two additional types of advisories:

- **Public Safety ADVISORY** is a message for incidents that may impact College operations, such as a major power outage or traffic disruptions.
- **Campus Weather ADVISORY** is a message announcing severe weather, such as a major snowstorm, in which the College may delay, adjust, or cancel classes and/or operations.

- **Weapons Policy**

Students: are not to be in possession of any firearms, replicas, or lethal weaponry.

Employees: All firearms and other lethal weaponry must be properly stored in your residence or in another appropriate and secure location. Remember, safety first. Staff or their family members are not to carry a firearm, lethal weaponry, or any type of explosive into any of our campus buildings without permission from the President. No firearms or replicas should be openly carried in public areas of campus. Do not loan a firearm to dorm students. There is to be no discharging of a firearm on campus. Be certain you clearly understand the Pennsylvania Uniform Firearms Act of 1995 before carrying a concealed weapon outside of your residence.



- Student Responsibility

The cooperation of the entire campus community is critical to the safety and protection both of individuals and property. It is essential that everyone follows established regulations and takes simple precautions to avoid problem situations.

1. ALWAYS lock room doors when you are not there.
2. DO NOT leave valuables or cash unprotected.
3. Mark valuables such as stereos, cameras, and computers with engraving instruments
4. Park cars, motorcycles, and bicycles in the designated areas and keep them always locked.
5. Put valuables in the trunk of a car rather than in full view.
6. At night, we encourage walking ONLY in lighted areas, quickly and confidently, and always with a friend.
7. Challenge the presence of strangers in the residence halls. Immediately report any persons looking or acting suspiciously to Public Safety or to a resident assistant.
8. NEVER prop open an exterior door.
9. Do not give unidentified persons access to a resident unit.
10. Carry your keys at all times and do not lend them to anyone.
11. Do not give residence or personal telephone numbers to anyone whom you do not know well.

If you have further questions about security, please contact the Director of Operations/Safety 570.837.1855 x1120 or operations@pvbi.edu.

- Walking Safety Escort Services

The Operations/Safety Department can provide walking safety escorts for all students, faculty and staff, 24 hours a day, 365 days a year to allow safe travel from one location to another on the Penn View campus if requested.

To Request a Walking Safety Escort:

- o Call the Operations/Safety Department at 570.837.1855 x1120
- o Please allow 5-10 minutes for personnel to arrive.
- o We do not require an explanation as to why you are requesting the safety escort.

- Crime Statistics

In accordance with federal and state requirements, the Director of Operations maintains statistics of crimes on or adjacent to the College's campus. The report contains crime statistics gathered from campus sources such as Public Safety, Student Life, Human Resources, and from off-campus sources from the UCR system.

- Reportable Geographic Areas



The Clery Act requires Penn View Bible Institute disclose statistics for offenses committed in certain specific geographic locations.

The specific locations are defined as follows:

- **On Campus**
Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by Penn View in direct support of, or in a manner related to, Penn View's educational purposes, including residence halls. In addition, any building or property that is within or reasonably contiguous to buildings or property described in the above paragraph, which is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).
- **Residence Halls**
Considered a subset of the "on-campus" category, the number of crimes reported for residence halls or other residential facilities must be less than or equal to the number of reported crimes for the on-campus category.
- **Non-campus Building or Property**
Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by Penn View that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.
- **On Public Property**
All public property, including thoroughfares, streets, sidewalks, and parking facilities, within the campus or immediately adjacent to and accessible from the campus.

Unfounded Crimes:

If a crime is reported as occurring on campus, in on-campus residential facilities, in or on non-campus buildings or property, or on public property, and the reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded." Only sworn or commissioned law enforcement personnel may unfound a crime. The Safety Department is a non-sworn security force and therefore does not declare any crime as unfounded. Crimes may only be declared unfounded by our local law enforcement agencies.

DEFINITION OF CRIMINAL OFFENSES

Crime Categories

All reported crimes are categorized in accordance with Uniform Crime Reporting requirements established by the Federal Bureau of Investigation (FBI). The Uniform Crime Reporting Handbook located at http://www.fbi.gov/about-us/cjis/ucr/additional-ucr-publications/ucr_handbook.pdf contains definitions and classifications for all crime categories. Domestic Violence, Dating Violence, and Stalking are defined in Section 4002(a) of the Violence Against Women Act (VAWA). Sexual Assaults are defined in the Uniform Crime Reporting System of the FBI.

- **Criminal Homicide**



Murder and Non-Negligent Manslaughter is defined as the willful (non-negligent) killing of one human being by another.

Negligent Manslaughter is defined as the killing of another person through gross negligence.

- **Sex Offenses**

Forcible is defined as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. Forcible sexual acts include forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling.

Non-forcible are incidents of unlawful, non-forcible sexual intercourse. Non-forcible sexual acts include incest and statutory rape.

- **Robbery**

The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and /or by putting the victim in fear.

- **Aggravated Assault**

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

- **Burglary**

The unlawful entry of a structure to commit a felony or a theft.

- **Motor Vehicle Theft**

The theft or attempted theft of a motor vehicle.

- **Arson**

Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Hate Crimes

The law requires the release of statistics by category of prejudice concerning the occurrence of hate crimes in the crime classifications listed in the preceding section and for other crimes involving bodily injury to any person in which the victim is selected because of the actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability of the victim.

In August of 2008, HEOA S 488, 20 U.S.C. S 1092 (f) (1) F (ii) modified the above hate crimes to include the following additional crimes under the hate crime category:

- **Larceny Theft**

The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another.

- **Threats Intimidation (Includes Stalking)**

To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.



- **Vandalism**
To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.
- **Simple Assault**
An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Arrests or Disciplinary Referrals

The Clery Act requires institutions to disclose both the number of arrests and the number of persons referred for disciplinary action for Illegal weapons possession, drug law violations, and liquor law violations.

- **Weapons Violations:**
The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.
- **Drug Abuse Violations:**
The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.
- **Liquor Law Violations:**
The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

Violence Against Women Reauthorization Act of 2013(VAWA) Crimes

On March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013(VAWA). In accordance with the act, The Higher Education Act has been amended to include the following crime categories, Domestic Violence, Dating Violence, Stalking and Sexual Assault. Students or employees may report & seek assistance for crimes in the above categories via the same procedures as the sexual misconduct policy (listed below) or directly to the Director of Operations/Public Safety, Academic Dean, Director of Student Life, or any Campus Security officer.

Definitions

- **Domestic Violence**
A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, a person with whom the victim shares a child in common, a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies [under the Violence Against Women Reauthorization Act - VAWA], or any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- **Dating Violence**



Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship; the type of relationship; and the frequency of interaction between the persons involved in the relationship.

- **Stalking**

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress.



Penn View VAWA Statistics:

2024 VAWA		On Campus (Total)	Non-Campus	Public Property
	Student Housing	Other		
VAWA Crimes				
Dating Violence	0	0	0	0
Domestic Violence	0	0	0	0
Stalking	0	0	0	0

2023 VAWA		On Campus (Total)	Non-Campus	Public Property
	Student Housing	Other		
VAWA Crimes				
Dating Violence	0	0	0	0
Domestic Violence	0	0	0	0
Stalking	0	0	0	0



Penn View Bible Institute Crime Statistics

<i>Criminal Offenses - On Campus</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>
Criminal Homicide	N/R	0	0
Murder & Non-negligent Manslaughter	N/R	0	0
Negligent Manslaughter	N/R	0	0
Sexual Assault	N/R	0	0
Rape	N/R	0	0
Fondling	N/R	0	0
Incest	N/R	0	0
Statutory Rape	N/R	0	0
Robbery	N/R	0	0
Aggravated Assault	N/R	0	0
Burglary	N/R	0	0
Motor Vehicle Theft	N/R	0	0
Arson	N/R	0	0

<i>Criminal Offenses - On-Campus Residence Facilities</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>
Criminal Homicide	N/R	0	0
Murder & Non-negligent Manslaughter	N/R	0	0
Negligent Manslaughter	N/R	0	0
Sexual Assault	N/R	0	0
Rape	N/R	0	0
Fondling	N/R	0	0
Incest	N/R	0	0
Statutory Rape	N/R	0	0
Robbery	N/R	0	0
Aggravated Assault	N/R	0	0
Burglary	N/R	0	0
Motor Vehicle Theft	N/R	0	0
Arson	N/R	0	0



Criminal Offenses - On Public Property	2022	2023	2024
Criminal Homicide	N/R	0	0
Murder & Non-negligent Manslaughter	N/R	0	0
Negligent Manslaughter	N/R	0	0
Sexual Assault	N/R	0	0
Rape	N/R	0	0
Fondling	N/R	0	0
Incest	N/R	0	0
Statutory Rape	N/R	0	0
Robbery	N/R	0	0
Aggravated Assault	N/R	0	0
Burglary	N/R	0	0
Motor Vehicle Theft	N/R	0	0
Arson	N/R	0	0

Hate Crimes

Hate Crimes - On Campus (2024)	Race	Religion	Sexual Orientation	Gender	Gender Identity	Ethnicity	National Origin	Disability
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0
Sexual Assault:	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Destruction/ Damage/ Vandalism of Property	0	0	0	0	0	0	0	0



<i>Hate Crimes - On Campus (2023)</i>	<i>Race</i>	<i>Religion</i>	<i>Sexual Orientation</i>	<i>Gender</i>	<i>Gender Identity</i>	<i>Ethnicity</i>	<i>National Origin</i>	<i>Disability</i>
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0
Sexual Assault	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Destruction/ Damage/ Vandalism of Property	0	0	0	0	0	0	0	0

<i>Hate Crimes - On Campus (2022)</i>	<i>Race</i>	<i>Religion</i>	<i>Sexual Orientation</i>	<i>Gender</i>	<i>Gender Identity</i>	<i>Ethnicity</i>	<i>National Origin</i>	<i>Disability</i>
Murder & Non-negligent Manslaughter	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Sexual Assault	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Rape	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Fondling	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Incest	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Statutory Rape	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Robbery	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Aggravated Assault	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Burglary	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Motor Vehicle Theft	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Arson	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Larceny-Theft	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Simple Assault	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Intimidation	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Destruction/ Damage/ Vandalism of Property	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R



<i>Hate Crimes - On-Campus Residence Facilities (2024)</i>	<i>Race</i>	<i>Religion</i>	<i>Sexual Orientation</i>	<i>Gender</i>	<i>Gender Identity</i>	<i>Ethnicity</i>	<i>National Origin</i>	<i>Disability</i>
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0
Sexual Assault	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Destruction/ Damage/ Vandalism of Property	0	0	0	0	0	0	0	0

<i>Hate Crimes - On-Campus Residence Facilities (2023)</i>	<i>Race</i>	<i>Religion</i>	<i>Sexual Orientation</i>	<i>Gender</i>	<i>Gender Identity</i>	<i>Ethnicity</i>	<i>National Origin</i>	<i>Disability</i>
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0
Sexual Assault	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Destruction/ Damage/ Vandalism of Property	0	0	0	0	0	0	0	0



<i>Hate Crimes - On-Campus Residence Facilities (2022)</i>	<i>Race</i>	<i>Religion</i>	<i>Sexual Orientation</i>	<i>Gender</i>	<i>Gender Identity</i>	<i>Ethnicity</i>	<i>National Origin</i>	<i>Disability</i>
Murder & Non-negligent Manslaughter	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Sexual Assault	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Rape	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Fondling	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Incest	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Statutory Rape	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Robbery	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Aggravated Assault	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Burglary	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Motor Vehicle Theft	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Arson	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Larceny-Theft	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Simple Assault	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Intimidation	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Destruction/ Damage/ Vandalism of Property	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R

<i>Hate Crimes - On Public Property (2024)</i>	<i>Race</i>	<i>Religion</i>	<i>Sexual Orientation</i>	<i>Gender</i>	<i>Gender Identity</i>	<i>Ethnicity</i>	<i>National Origin</i>	<i>Disability</i>
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0
Sexual Assault	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Destruction/ Damage/ Vandalism of Property	0	0	0	0	0	0	0	0



<i>Hate Crimes - On Public Property (2023)</i>	<i>Race</i>	<i>Religion</i>	<i>Sexual Orientation</i>	<i>Gender</i>	<i>Gender Identity</i>	<i>Ethnicity</i>	<i>National Origin</i>	<i>Disability</i>
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0
Sexual Assault	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Destruction/ Damage/ Vandalism of Property	0	0	0	0	0	0	0	0

<i>Hate Crimes - On Public Property (2022)</i>	<i>Race</i>	<i>Religion</i>	<i>Sexual Orientation</i>	<i>Gender</i>	<i>Gender Identity</i>	<i>Ethnicity</i>	<i>National Origin</i>	<i>Disability</i>
Murder & Non-negligent Manslaughter	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Sexual Assault	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Rape	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Fondling	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Incest	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Statutory Rape	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Robbery	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Aggravated Assault	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Burglary	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Motor Vehicle Theft	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Arson	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Larceny-Theft	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Simple Assault	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Intimidation	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R
Destruction/ Damage/ Vandalism of Property	N/R	N/R	N/R	N/R	N/R	N/R	N/R	N/R



Arrests & Disciplinary Referrals

Arrests - On Campus	2022	2023	2024
Weapons Law Violations: carrying, possessing, etc.	N/R	0	0
Drug Law Violations	N/R	0	0
Liquor Law Violations	N/R	0	0

Arrests - On-Campus Residence Halls	2022	2023	2024
Weapons Law Violations: carrying, possessing, etc.	N/R	0	0
Drug Law Violations	N/R	0	0
Liquor Law Violations	N/R	0	0

Arrests - On Public Property	2022	2023	2024
Weapons Law Violations: carrying, possessing, etc.	N/R	0	0
Drug Law Violations	N/R	0	0
Liquor Law Violations	N/R	0	0

Disciplinary Referrals - On Campus	2022	2023	2024
Weapons Law Violations: carrying, possessing, etc.	N/R	0	0
Drug Law Violations	N/R	0	0
Liquor Law Violations	N/R	0	0



<i>Disciplinary Referrals - On-Campus Residence Halls</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>
Weapons Law Violations: carrying, possessing, etc.	N/R	0	0
Drug Law Violations	N/R	0	0
Liquor Law Violations	N/R	0	0

<i>Disciplinary Referrals - On Public Property</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>
Weapons Law Violations: carrying, possessing, etc.	N/R	0	0
Drug Law Violations	N/R	0	0
Liquor Law Violations	N/R	0	0

Unfounded Crimes

	<i>2022</i>	<i>2023</i>	<i>2024</i>
Total Unfounded Crimes	N/R	0	0

*N/R indicates there was no report for this year. UCR reporting only began in 2023

*While Penn View Bible Institute does its very best to report all crimes accurately, there may be crimes that are not reflected by this report due to the crime(s) having not been reported to Operations/Safety Department, local Police, or other officials of this Institution. Pennsylvania State Police have not submitted crime statistics at the time of the release of this report.



SEXUAL MISCONDUCT

Penn View Bible Institute Student Handbook prohibits “sexual relations outside of marriage.” Acts of sexual misconduct can be crimes as well, including non-consensual sexual intercourse, non-consensual sexual contact, sexual exploitation, interpersonal/relationship violence, sex/gender-based stalking, and sexual harassment. While Penn View Bible Institute prohibits more than the Pennsylvania Code does, legally, sexual misconduct often overlaps with the crimes of rape, sexual assault, sexual harassment, stalking, dating violence, and domestic violence. Victims of these behaviors are protected by federal laws, specifically the Clery Act, which mandates the contents of this report.

Penn View Bible Institute will notify local law enforcement when sexual crimes occur, typically without providing identifying information about the incident, unless a victim wishes that information to be shared, or an emergency requires disclosure. Victims have the option to notify law enforcement directly, or to be assisted in doing so by campus authorities. If requested, campus officials can facilitate reporting to campus or local law enforcement but may also respect a victim’s request not to do so.

To reduce the risk of sexual misconduct as well as the crimes of rape, sexual assault, sexual harassment, stalking, dating violence, and domestic violence occurring among its students, Penn View Bible Institute utilizes orientation sessions and an annual Sexual Violence Awareness presentation.

It is the policy of Penn View Bible Institute to offer programming to identify and prevent domestic violence, dating violence, sexual assault (including stranger and known offender assaults), and stalking each year. Educational programs are offered to raise awareness for all incoming students and employees and are often conducted during new student and new employee orientation and throughout an incoming student’s first semester. Programs and other campaigns offered throughout the year to all students and employees include strong messages regarding not just awareness, but also primary prevention (including normative messaging, environmental management, and bystander intervention), and discuss institutional policies on sexual misconduct as well as the Pennsylvania definitions of domestic violence, dating violence, sexual assault, stalking, and consent in reference to sexual activity. Programs also offer information on risk reduction that strives to empower victims, how to recognize warning signals and how to avoid potential attacks and do so without victim-blaming approaches. Programs are informed by evidence-based research and/or are assessed for their effectiveness.

Bystander engagement is encouraged through safe and positive intervention techniques and by empowering third-party intervention and prevention such as calling for help, using intervention-based apps, identifying allies, and/or creating distractions. Bystander empowerment training highlights the need for those who intervene to ensure their own safety



in the intervention techniques they choose and motivates them to intervene as stakeholders in the safety of the community when others might choose to be bystanders.

How to Be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. If you or someone else is in immediate danger, call Penn View Operations/Safety at 570.837.1855 x1120 or the local police by dialing 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

- Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
- Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
- Speak up when someone discusses plans to take sexual advantage of another person.
- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.



STRATEGIES FOR BYSTANDER INTERVENTION

- 1

Recognize that something is wrong.
- 2

Be Direct. Step in directly and intervene.
- 3

Distract. Change the situation, create a distraction or diversion.
- 4

Delegate. Go to a higher authority (police, security, manager)
- 5

Caring response to the survivor, offer them supportive resources.

RECOGNIZE

INTERVENE

EMPATHY

SCAN TO LEARN MORE

paveuniversity.thinkific.com



Risk Reduction

With no intent to victim blame and recognizing that only abusers are responsible for their abuse; the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org)

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to **avoid isolated areas**. It is more difficult to get help if no one is around.
3. **Walk with purpose**. Even if you don't know where you are going, act like you do.
4. **Trust your instincts**. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
5. **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
6. **Make sure your cell phone is with you** and charged and that you have cab money.
7. **Don't allow yourself to be isolated** with someone you don't trust or someone you don't know.
8. **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
9. **When you go to a social gathering, go with a group of friends**. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. **Trust your instincts**. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. **Don't leave any drink unattended** while talking, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. **Don't accept drinks from people you don't know or trust**. If you choose to accept a drink, go with the person to order it, watch it being poured, and carry it yourself.
13. **Watch out for your friends, and vice versa**. Looking out for each other helps keep everyone safe. If something seems odd with a friend, or is acting out of character, get him or her to a safe place immediately.
14. **If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.)**. Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. **If you need to get out of an uncomfortable or scary situation here are some things that you can try:**
 - a. Remember that being in this situation is not your fault. You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
 - b. Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.



- c. Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
- d. Make excuses or redirect . If you don't want to hurt the person's feelings it is better to make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

If sexual misconduct, gender-based violence, or the crimes of sexual assault, stalking, dating violence, or domestic violence do occur, Penn View Bible Institute takes the matter very seriously. The College employs interim protection measures such as interim suspensions and/or no contact orders in any case where a student's behavior represents a risk of violence, threat, pattern, or predation. If a student is accused of sexual misconduct, other gender-based violence, or the crimes of rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence, s/he is subject to action in accordance with the student code of conduct in the student handbook. A student wishing to officially report such an incident may do so by contacting the Academic Dean, Director of Operations/Safety, Director of Student Life, or any Administrator or Campus Security officer. Anyone with knowledge about sexual misconduct, gender-based violence, or the crimes of rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence is encouraged to report it immediately. Protective measures for victims are available from the campus, whether or not a victim chooses to report to local and/or campus law enforcement, and irrespective of whether a victim pursues a formal complaint through the Penn View Bible Institute grievance process.

If you are the victim of sexual misconduct, gender-based violence, or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence, some or all these safety suggestions may guide you after an incident has occurred:

1. Go to a safe place and speak with someone you trust. Tell this person what happened. If there is any immediate danger, contact 911 for local police and then alert Operations/Safety at 570.837.1855 x1120 if you are on campus or call 911 if you are off campus.
2. Consider securing immediate professional support (e.g., counseling, victim advocacy, medical services, etc.) to assist you in the crisis.
3. If you are on campus during regular business hours, you may go to Cooley Academic Center for counseling services, as well as to the Academic Dean for support and guidance. These are both confidential resources. After regular business hours, or in any situation



where a victim wishes, local resources are also available and may be able to provide confidential assistance.

Snyder County Crisis Intervention (570) 837-3102

Sexual Assault Hotline (570) 374-7773

4. For your safety and well-being, immediate medical attention is encouraged. Further, being examined as soon as possible, ideally within 120 hours, is important in the case of rape or sexual assault. The hospital will arrange for a specific medical examination at no charge or can work with you to arrange state reimbursement.
 - To preserve evidence, it is recommended that you do not bathe, shower, douche, eat, drink, smoke, brush your teeth, urinate, defecate, or change clothes before receiving medical attention. Even if you have already taken any of these actions, you are still encouraged to have prompt medical care, and evidence may still be recoverable.
 - Typically, if police are involved or will be involved, they will obtain evidence from the scene, and it is best to leave things undisturbed until their arrival. They will gather bedding, linens or unlaundered clothing, and any other pertinent articles that may be used for evidence. It is best to allow police to secure items in evidence containers, but if you are involved in transmission of items of evidence, such as to the hospital, secure them in a clean **paper** bag or clean sheet to avoid contamination.
 - If you have physical injuries, photograph or have them photographed, with a date stamp on the photo.
 - Record the names of any witnesses and their contact information. This information may be helpful as proof of a crime, to obtain an order of protection, or to offer proof of a campus policy violation.
 - Try to memorize details (e.g., physical description, names, license plate number, car description, etc.), or even better, write notes to remind you of details, if you have time and the ability to do so.
 - If you obtain external orders of protection (e.g., restraining orders, injunctions, protection from abuse), please notify Director of Operations/Safety and/or the campus Academic Dean so that those orders can be observed on campus.
5. Even after the immediate crisis has passed, consider seeking support from professional counseling and/or the Snyder County Crisis Intervention or Sexual Assault Hotline.
6. Contact the Academic Dean, Dr. Timothy Cooley Sr., Academic Dean Office, Cooley Academic Center, Email: timcooleysr@pvbi.edu, Direct office: 570.837.1855 x1127, if you need assistance with college-related concerns, such as no-contact orders or other protective measures. The Academic Dean and/or Director of Operations/Safety will assist in any needed advocacy for students who wish to obtain protective or restraining orders from local authorities. The college can offer reasonable academic supports, changes to living arrangements, escorts, no contact orders, counseling services access, and other supports and resources as needed by a victim. The college can offer information about legal assistance, visa/immigration assistance, and student financial aid considerations for victims.



LEGAL DEFINITIONS

Rape is generally defined by states as forced sexual intercourse. It may also include situations where the victim is incapable of giving consent due to incapacitation by means of disability or alcohol or other drugs. Many rapes are committed by someone the victim knows, such as a date or friend.

Under PA state law, rape is defined as: sexual intercourse against the will of the victim that can occur under a variety of circumstances, including:

- Example: Where the victim is prevented from resisting due to alcohol or drugs.
- Where the assailant uses physical force or the threat of force to overpower and control the victim.
- Where the victim fears that s/he or another will be injured if the victim does not submit.
- Where the victim is at the time unconscious of the nature of the act, and this is known to the assailant.
- Where the victim is incapable of giving legal consent due to a mental disorder or developmental or physical disability, and this is known or reasonably should be known to the assailant.
- Where the act is accomplished by threatening to use the authority of a public official to incarcerate, arrest, or deport the victim or another person.
- Where the assailant uses duress, such as a direct or implied threat of hardship or retribution, to coerce the victim.
- Where the assailant uses force, fear, or threats to accomplish sexual intercourse against the will of the spouse. This provision of the law is known as the “spousal rape law.”

The complete PA rape and sexual assault offense definitions are available at

<http://www.legis.state.pa.us/WU01/LI/LI/CT/HTM/18/00.031..HTM>



OTHER SEXUAL OFFENSES

Other sexual offenses include the following: sodomy (forced anal intercourse); oral copulation (forced oral-genital contact); rape by a foreign object (forced penetration by a foreign object, including a finger); and sexual battery (the unwanted touching of an intimate part of another person for the purpose of sexual arousal).

Pennsylvania does not have a definition of consent. Consent is defined as: Effective consent is informed, freely and actively given mutually understandable words or actions which indicate a willingness to participate in mutually agreed upon sexual activity. Consent may never be given by minors (in PA, those not yet sixteen are considered minors), mentally disabled persons and those who are incapacitated as a result of alcohol or other drug consumption (voluntary or involuntary) or those who are unconscious, unaware, or otherwise physically helpless.

Consent as a result of coercion, intimidation, threat of force or force itself is not effective consent. Silence or non-communication should never be interpreted as effective consent. The initiator of the sexual activity will be found in violation of this policy if he or she did not receive effective consent.

Consent to engage in sexual activity may be withdrawn by either person at any time. A previous or current dating or sexual relationship, by itself, is not sufficient to constitute Consent. Once withdrawal of Consent has been expressed, the sexual activity must cease. Consent is automatically withdrawn by a person who is no longer capable of giving consent (due to falling asleep or passing out into a state of unconsciousness, for example).

Sexual Harassment

Sexual harassment is a form of misconduct that undermines the integrity of the academic environment. It is the policy of the College/Seminary that sexual harassment is prohibited. All members of the College/Seminary community, especially officers, faculty, and other individuals who exercise supervisory authority, have an obligation to promote an environment that is free of sexual harassment:

Sexual harassment is a form of illegal sex discrimination. The College's policy protects both men and women from harassment, which includes same-sex harassment. Sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- Submission to such conduct is made or threatened to be made, either explicitly or implicitly, a term or condition of an individual's employment or education.
- Submission to or rejection of such conduct by an individual is used or threatened to be used as the basis for academic or employment decisions affecting that individual; or
- Such conduct has the purpose or effect of substantially interfering with an individual's academic or professional performance or creating what a reasonable person would perceive is an intimidating, hostile, or offensive employment, educational, or living environment.

Examples of conduct or actions that may constitute sexual harassment include, but are not limited to, the following:



- Offering or implying a reward (e.g., a promotion, raise, better grade, a letter of recommendation, assistance in obtaining grants or fellowships, or admission to any educational program or activity) in exchange for sexual favors or submission to sexual conduct.
- Threats or implications that a person's employment, wages, grade, promotional or other conditions of employment or education may be adversely affected by not submitting to sexual advances.
- Engaging in unwelcome sexual propositions, invitations, and solicitations.
- Using unwelcome sexually degrading language, sexual jokes, innuendos, or gestures or making unwelcome suggestive or insulting sounds, such as whistling and cat calls.
- Displaying sexually suggestive objects, pictures, graffiti and/or any electronic visual images that are unrelated to an academic purpose.
- Displaying or transmitting sexually suggestive electronic content, including inappropriate e-mails, text messages, links to websites and social media postings, which includes cyberbullying.
- Repeatedly asking/pressuring someone for a date or a romantic or intimate relationship after the person has expressed disinterest.
- Making unnecessary and unwelcome physical contact, such as hugging and touching, ("non-consensual sexual contact").
- Commenting on a person's body, dress, appearance, gender, or sexual activities; or
- Engaging in sexual violence, including rape, sexual assault, sexual battery, or sexual coercion.

Any complaints or inquiries regarding sexual harassment of a student by an officer, faculty member, or staff member should be brought to the immediate attention of:

Dr. Timothy Cooley Sr., Academic Dean
Academic Dean Office, Cooley Academic Center
125 Penn View Drive
Penns Creek, PA 17862
Email: timcooleysr@pvbi.edu
Direct office: 570.837.1855 x1127

Mr. Sheldon Habecker, Director of Operations
Safety Department, Cooley Academic Center
125 Penn View Drive
Penns Creek, PA 17862
Email: sheldon.habecker@pvbi.edu
Direct office: 570.837.1855 x1120

Any complaints or inquiries regarding sexual harassment of a student by another student should be brought to the immediate attention of:



Mr. Kyle Markel, Director of Student Life
 Office of Student Life, Cooley Academic Center
 125 Penn View Drive
 Penns Creek, PA 17862
 Email: kyle.markel@pvbi.edu
 Direct office: 570.837.1855 x1133

Penn View Bible Institute will investigate such claims promptly and thoroughly. If, for any reason, a student wishes to complain or inquire regarding sexual harassment but feels it would not be appropriate to raise such issues with the positions named above, the student may inquire or complain to any Department Chair or any officer of Penn View Bible Institute at the level of Administrator or above, and such inquiries or complaints will receive a prompt and thorough investigation. If harassment is verified, Penn View Bible Institute will discipline the offender and take any legal steps deemed necessary by the victim.

Reporting of statistics under the Clery Act uses federal offenses definitions that allow comparability across campuses, regardless of the state in which the campus is located. These definitions are as follows:

Sex Offenses: Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- A. *Fondling* — The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- B. *Incest* — Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- A. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- B. For the purposes of this definition:
 - i. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - ii. Dating violence does not include acts covered under the definition of domestic violence.



- C. For the purposes of complying with the requirements of this section and § 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Domestic Violence: A felony or misdemeanor crime of violence committed:

- A. By a current or former spouse or intimate partner of the victim.
- B. By a person with whom the victim shares a child in common.
- C. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner.
- D. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
- E. By any other person against an adult or youth victim who is protected

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- A. Fear for the person's safety or the safety of others; or
- B. Suffer substantial emotional distress.
- C. For the purposes of this definition, *course of conduct* means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

Campus Security Authorities

The Campus Right to Know Act mandates that institutions disclose statistics both for crimes reported to criminal justice agencies and crimes reported to other members of the campus community. Local contiguous police agencies providing crime data include the Middleburg Police Department and the Pennsylvania State Police.

While everyone on campus is encouraged to report crime, under the Campus Right to Know Act, some individuals are designated as campus security authorities. The name campus security authority is somewhat misleading as it is applied to a group of people who by function are not necessarily engaged in security-related work. According to the law, any person who has the authority and duty to take action or respond to particular issues on behalf of the College or has significant responsibility for student actions is defined as a campus security authority.

Certain individuals who have responsibility for student and campus activities are exempt from disclosing information. Professional licensed counselors are exempt from disclosing reported offenses if they are acting in their role of professional counselors. Counselors so noted are still encouraged to provide confidential reporting information to crime victims. Such



confidential reports are still valuable in enhancing the safety of the greater campus community and in assuring the accuracy of campus crime data.

Grievance Procedure

Individuals must follow the Grievance Process delineated in the Student Handbook, which is as follows:

Problems relating to the dormitory should be directed to the Social Deans; the next step would be the Director of Student Life. Problems relating to the work program should be directed to the Work Program Director. If the student is still unhappy, he or she may speak with the department administrator, and eventually the President. In the event the student is uncomfortable talking with the immediate supervisor, he or she may go directly to the department administrator.

If the grievance is not work program or dormitory related, the student may go directly to step three and speak with the department administrator.

At the President's discretion, the problems may be referred to the Administrative Committee.

✓ Step One

- 1) Student requests a meeting with his/her social dean to discuss their problem.
- 2) The Social Dean investigates the problem and provides a response to the student within five working days.
- 3) If student is not satisfied with the resolution, he or she may proceed to next step.

✓ Step Two

- 1) A written grievance is prepared by student and submitted to Director of Student Life.
- 2) The Director of Student Life reviews grievance and works to resolve situation and responds to the student by providing a written response within five working days.
- 3) The Director of Student Life may either support or reverse the answer given in step one.
- 4) Student may proceed to step three if response doesn't satisfy the student.

✓ Step Three

- 1) A written grievance is prepared by student and submitted to the Department Administrator.
- 2) The Department Administrator reviews grievance and works to resolve situation and responds to the student by providing a written response within five working days.
- 3) The Department Administration may either support or reverse the answer given in step two.
- 4) Student may proceed to four if response doesn't satisfy the student.

✓ Step Four



- 1) A written grievance is prepared by student and submitted to the President. The President further investigates and returns a written response within ten working days.
- 2) The President may either support or reverse the answer given in step two.
- 3) The President and or Administrative Committee reflect the final decision of Penn View.

Every student's concern, complaint, problem, and grievance are important to the staff, faculty, and administration of Penn View. Each grievance shall be resolved in a timely fashion and as close to the source as possible.



Sex Offender Registration and Access to Related Information

Pennsylvania Locations:

The Federal Campus Sex Crimes Prevention Act went into effect on October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where state law enforcement agency information concerning registered sex offenders may be obtained. It also requires that sex offenders, already registered in a state, provide notice of each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student.

Pennsylvania's Megan's Law, 42 PA.C.S. § 9799.1, requires the State Police to create and maintain a registry of persons who have either been convicted of, entered a plea of guilty to, or been adjudicated delinquent of certain sex offenses listed in 42 PA.C.S. §§ 9795.1 and 9795.2. Additionally, the Pennsylvania State Police are required to make certain information on registered sex offenders available to the public through an Internet website. The Pennsylvania State Police have established the following website according to the requirements of 42 PA.C.S. § 9798.1 <https://www.meganslaw.psp.pa.gov/>

Information regarding the possibility of registered sex offenders on/around the campus of Penn View Bible Institute may also be obtained from the following agencies:

Middleburg Borough Police Department
13 North Main Street, Middleburg, PA 17842
570-837-0321

Pennsylvania State Police Troop F – Selinsgrove Barracks
204 Universal Road, Selinsgrove, PA 17870
(570) 374-8145



Drug & Alcohol Policy

As specified in the Student Handbook, use, possession, distribution, or the sale of alcohol, illegal drugs, controlled substances, “look-alike” drugs or steroids on any school premise, or at any school function, (home or away) is strictly prohibited. Being under the influence of such or possessing drug paraphernalia, is strictly prohibited on any school premise or at any school function, (home or away). Minimum penalty for violation of this policy will be suspension from school; however, a violation could result in permanent expulsion from school.



Annual Fire Safety Report

The Higher Education Opportunity Act (HEOA) requires two (2) safety-related requirements on institutions that participate in federal student financial aid programs which follow:

1. **Fire Log:** Institutions must keep a fire log that states the nature of the fire, date, time, and general location of each fire in on-campus student housing facilities. Penn View complies with this rule by including all fire-related incidents in the Daily Log. To view the most recent incidents please visit the Operations Office located in the lower level of the Cooley Academic Center. Requests older than 60 days must be directed to the Director of Operations. Information will be made available within two (2) business days of a request for public inspection.
2. **Annual Fire Safety Report:** Institutions with on-campus student housing facilities must publish annually a fire safety report that provides information on campus fire safety practices and standards. Penn View complies with this regulation by including all fire-related incidents at on-campus student housing facilities as part of the *Annual Security & Fire Safety Report*. Information contained in this annual fire safety report includes: number and cause of fires at all on-campus student housing facilities; number of fire-related deaths; related injuries; value of fire-related property damage; information on evacuation procedures; fire safety education and training programs; fire safety systems in each student housing facility; number of regular mandatory supervised fire drills; and policies on portable electrical appliances, smoking and open flames. The *Annual Security & Fire Safety Report* must include three (3) years of data.

If a fire occurs in any building, community members should immediately call 911 and notify Operations/Safety Department by dialing Ext. 1120 from an on-campus phone or 570.837.1855 x1120 from any cell phone. If a member of the Penn View community finds evidence of a fire that has been extinguished, and the person is not sure whether Operations/Safety has already responded, the community member should immediately notify Operations/Safety Department to investigate and document the incident.

The campus fire alarm systems alert community members of potential hazards. Community members are required to heed an activated fire alarm system and evacuate a building immediately. Use the nearest available exit to evacuate the building. Gather outside at a minimum distance of 100 feet from the building. Community members should familiarize themselves with the exits in each building.

When a fire alarm is activated, the elevators will automatically recall to a pre-designated fire safe floor. Occupants should use the stairs to evacuate the building. If you are caught in the elevator, push the emergency phone button or alarm. The emergency phones in elevators on campus ring to Public Safety.



Fire Protection Equipment/Systems

All residential and college buildings are equipped with smoke detectors

The Mason/McIntire Student Life Center is equipped with automatic fire detection and alarm systems which are monitored by an alarm monitoring company 24 hours a day, 365 days a year.

Health and Safety Inspections

Deans perform regularly scheduled residential inspections. Periodic inspections are done by the Director of Operations/Safety. Residents are notified beforehand of the inspection process. The inspections are conducted to identify safety violations as well as conditions which may be detrimental to the health or well-being of the wider residential community.

The inspections include a visual examination of electrical cords, sprinkler heads, smoke detectors and other life safety systems. In addition, each room is examined for the presence of prohibited items such as candles, halogen lamps, open-coiled appliances, pets, etc. Rooms are also examined for evidence of prohibited activity such as smoking in the room, removal of door closers, unauthorized door locking or alarm mechanisms, removal of screens or other equipment, tampering with life safety equipment, etc. This inspection also includes a general assessment of cleanliness of the room, including food and waste storage.

Conditions warranting follow up are reported to the Residence Life staff, e.g., Dormitory Deans, for follow up. Dormitory Deans are expected to communicate with those residents, apply sanctions which can range from fines to expulsion from housing; and to document such follow up.

The resident's signature on the Student Handbook Agreement signifies their acceptance of and responsibility for abiding by residential and College policies as provided through all printed publications, web sites, email and other vehicles. Specific Health and Safety policies and procedures are outlined in the Student Handbook. As described in the Student Handbook, Student Life personnel may enter any room at any time for the purposes of inspection, establishment of order, maintenance, extermination, inventory correction, cleaning, or in case of emergency or other reasonable purposes.

Fire Safety Education and Training

Fire safety education programs for all students living in on-campus student housing are held at the beginning of the fall semester through a Residence Hall mandatory safety meeting. These programs are designed to: familiarize everyone with the fire safety system in each housing facility, train everyone on the procedures to be followed in case there is a fire and distribute information on the College's fire safety policies. Evacuation procedures for students with disabilities are also addressed during training sessions. Resident Assistants (RA) receives training in fire safety during RA orientation prior to the start of the semester.



If a fire occurs, or the building's fire alarm system is activated, students are instructed to evacuate areas per the evacuation routes and proceed to designated assembly areas. They are to remain in that location until informed by college officials that they can re-enter the building.

Fire Definitions

Fire: Rapid oxidation of combustible material accompanied by heat, light and smoke of combustible material, which is found outside of its normal appliance, whether or not it is extinguished prior to arrival of emergency services.

Fire-related Deaths: Number of persons who were fatalities because of a fire incident, including death resulting from a natural or accidental cause while involved in fire control, attempting a rescue, or persons escaping from the fire scene (an individual who dies within one (1) year of injuries sustained as a result of a fire).

Fire-related Injuries: Number of persons receiving injuries from fire-related incidents, including an injury from a natural or accidental cause who received medical treatment at a local medical facility. This includes first responders attempting to control the fire, attempting a rescue, or persons escaping from the fire scene. Persons may include students, faculty, staff, visitors, firefighters, or any other individuals.

Estimated U.S. Dollar Loss Related to Fire Incidents: Estimated total U.S. dollar loss of both contents and structure or property destroyed because of a fire incident, not loss of business.

Evacuation Procedures Posted: When a fire alarm is activated, evacuation is mandatory. DO NOT use elevators; evacuate the building using the nearest available exit and proceed to a point a minimum of 100 feet from the building to begin an accountability and assessment process.

Fire Alarms Monitored by Contracted Alarm Monitoring Company: Fire alarms are monitored 24 hours a day, seven days a week, 52 weeks a year by a contracted monitoring service.

Fire Safety Training Programs Delivered: Number of training programs delivered by Fire and Emergency Services or other responsible persons of authority within the College to occupants of residence halls, concerning fire prevention and preparedness.

Buildings Equipped with Fire Alarm Systems and Smoke Detectors: Buildings that have functional fire alarm systems and smoke detectors installed. Please note, all residence halls are equipped with a functional fire/smoke detectors.

Buildings Protected with Automatic Sprinkler System Throughout: Indicates an automatic sprinkler system protects all areas of a building.

Fire Drills: The number of supervised scheduled drills or actual events at campus residence halls, which are facilitated and certified by Public Safety in cooperation with assigned College building personnel. A minimum of two (2) drills are conducted throughout the year to familiarize students, faculty, and staff with emergency procedures and individual roles.

Fire Policies for On-Campus Student Housing Facilities

1. **Portable Electrical Appliances:** Hot plates, halogen lamps, immersion coils, and open-coil appliances are prohibited in college residences unless installed and provided by the College,



as they pose a threat of electrical overload and/or fire. Space heaters may only be used when approved through Operations/Safety and Student Life.

Microwaves, computers, stereos, radios, irons, non-commercial hairdryers, and other similar appliances are permitted, unless specifically prohibited by the residence staff. All appliances must have a manufacturer's label that shows the electrical ratings and listings by a nationally recognized testing laboratory (e.g., ETL, UL, etc.). We strongly recommend the use of surge protectors. Caution should be taken to prevent fire hazards resulting from excessive use of appliances and over-dependence on power strips and extension cords.

Lamps: A Special Safety Advisory – The use of halogen lamps is prohibited.

- Carefully read all safety instructions and warnings that accompany any lamp.
- Never use bulbs of a higher wattage or of a different style than is recommended by the manufacturer's instruction.
- Never remove or discard a bulb that is hot to the touch; don't try to operate a lamp that has damaged or missing parts.
- Do not place lamps near clothing, draperies, or bedding, as incidental contact with the lamp bulb could ignite the material. Keep lamps away from windows, bunk beds, and closets.
- NEVER place materials such as towels or clothing on top of lamps.
- Avoid placing lamps in location where they may be knocked over.
- Always remember to turn off or unplug any lamp when changing bulbs or when leaving your room/apartment.
- Taking proper precautions and guarding against potential hazards posed by lamps will help ensure community safety.

2. **Smoking:** Smoking, including hookahs, e-cigarettes, vape pens, and other smoking paraphernalia, is prohibited anywhere on campus. Those who violate this policy may face disciplinary actions, fines, and could be expelled from school.
3. **Open Flames:** Fire or smoke producing articles, such as Bunsen burners, portable stoves, kerosene lamps, incense, matches, lighters, and candles are prohibited in residences. Possession of hibachis, barbecue grills, smokers, potpourri burning units or other fire-starting devices/ substances is prohibited in residences, as is their use in residential areas or adjacent outdoor space without staff supervision. Violators are subject to judicial action and criminal prosecution. Open flames are not permitted. Open flames are a leading cause of house fires nationwide. The lighting and burning of candles, incense, or any other item with an open flame is not permitted. Candles are not permitted for decorative purposes.



Fire Safety Tips

FIRE EXTINGUISHERS

FIRE SAFETY AND PROPER USE



FOR LARGE FIRES, EVACUATE IMMEDIATELY. FOR SMALLER FIRES (WASTEBASKET-SIZED), USE A FIRE EXTINGUISHER AND FOLLOW THE P.A.S.S. INSTRUCTIONS.

- P PULL:**
PULL THE SAFETY PIN FROM THE FIRE EXTINGUISHER HANDLE.
- A AIM:**
AIM THE NOZZLE, CONE, OR HORN AT THE BASE OF THE FIRE.
- S SQUEEZE:**
SQUEEZE THE TRIGGER, STILL AIMING AT THE BASE OF THE FIRE.
- S SWEEP:**
SWEEP FROM SIDE TO SIDE, CONTINUING TO HOLD DOWN THE TRIGGER, UNTIL THE FIRE IS OUT. BEWARE OF REFLASH.

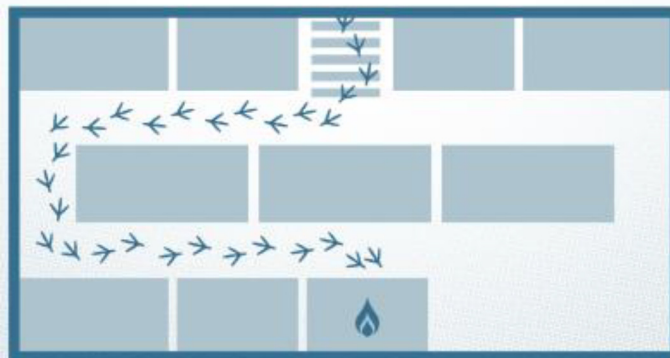


FIRE EMERGENCIES

AND EVACUATION

IF YOU HEAR A FIRE ALARM, EVACUATE IMMEDIATELY. CLOSE DOORS BEHIND YOU AS YOU LEAVE. REMAIN CALM. WHEN EVACUATING, REMEMBER:

- 1 CHECK DOORS FOR HEAT BEFORE OPENING. DO NOT OPEN IF THE DOOR KNOB FEELS HOT AND FIND AN ALTERNATIVE ROUTE OUT OF THE BUILDING.
- 2 WALK CALMLY BUT QUICKLY. DO NOT PUSH OR RUN. USE HANDRAILS IN STAIRWELLS, AND STAY TO THE RIGHT. DO NOT USE ELEVATORS!
- 3 ASSIST PEOPLE WITH DISABILITIES. BE SURE TO ASK THEM HOW YOU CAN HELP.
- 4 ONCE SAFELY OUTSIDE, DIAL 911 AND MOVE AWAY FROM THE BUILDING. WATCH FOR FALLING GLASS AND DEBRIS.
- 5 KEEP ROADWAYS AND WALKWAYS CLEAR FOR EMERGENCY PERSONNEL.
- 6 DO NOT RETURN TO THE AREA OF THE FIRE UNTIL NOTIFIED BY OFFICIALS THAT IT IS SAFE TO DO SO.



Fire Statistics

PVBI Residential Facilities (2024)	Location	# of Fires	Date	Time	Cause	# Injuries Req. Treatment	# Deaths R/T Fire	Approx. Value of Property Damage	Case Number
Walter Hall (Men's Residence)	91 Campus Drive	0							
Zechman Hall (Women's Residence)	26 Campus Drive	0							

PVBI Residential Facilities (2023)	Location	# of Fires	Date	Time	Cause	# Injuries Req. Treatment	# Deaths R/T Fire	Approx. Value of Property Damage	Case Number
Walter Hall (Men's Residence)	91 Campus Drive	0							
Zechman Hall (Women's Residence)	26 Campus Drive	0							

PVBI Residential Facilities (2022)	Location	# of Fires	Date	Time	Cause	# Injuries Req. Treatment	# Deaths R/T Fire	Approx. Value of Property Damage	Case Number
Walter Hall (Men's Residence)	91 Campus Drive	0							
Zechman Hall (Women's Residence)	26 Campus Drive	0							



Plans for Future Improvements in Fire Safety

The College continues to assess and upgrade fire safety equipment as an ongoing process to ensure that all equipment meets National Fire Safety standards. Future improvements will be made as needed as part of the ongoing assessment process.

For questions or concerns regarding any of the information or statistics contained within this report, please contact the Director of Operations/Safety, Sheldon Habecker at Sheldon.habecker@pvbi.edu or 570.837.1855 x1120.

