

University Of Kentucky**Office of Emergency Management****Timely Warning Policy****Effective: 3/31/2009****Introduction**

The Crime Bulletin is provided to give students, faculty and staff timely notification of crimes that may present a threat to the campus community and to heighten safety awareness. In general, criminal suspects are unknown to the victims. However, in the instance of a violent crime occurring between two individuals who know each other, the University Police will look at each instance to determine if the suspect poses a continued threat to the campus community and issue a warning where necessary. The Crime Bulletin also seeks information that may lead to arrest and conviction of the offender when violent crimes against persons or major crimes against property have been reported. Lastly, the Crime Bulletin is prevention oriented and is meant to remind or educate the campus community of specific events or trends that may assist in preventing an occurrence of crime.

Timely Warning Policy

The University Police Department is responsible for issuing a Crime Bulletin when a crime is reported to or brought to the attention of that office or the Office of Emergency Management, and that crime represents a threat to the safety of members of the campus community. Information for bulletins also comes from other law enforcement agencies or other offices. Crime Bulletins will be distributed as soon as possible after the incident is reported; however, the release is subject to the availability of accurate facts concerning the incident. Crime Bulletins are printed and distributed to any number of areas on campus based upon the nature of the event. These areas may include residence halls, other on-campus residential facilities, libraries, UK HealthCare facilities, and any additional areas that may assist in alerting the campus community. Crime Bulletins are also distributed via the campus e-mail network, posted on the University web page, and distributed to local media.

Timely Warning Procedure

The University Police or, in some occasions, the Office of Emergency Management shall prepare a Crime Bulletin whenever a report is received of a violent crime against a person or a particularly threatening crime against property on campus that represents an ongoing danger to the safety of students, faculty and staff. Bulletins are sequentially numbered, beginning January 1 of each year, and provide details of the crime, a description of the suspect if known, information on whom to contact about the investigation, and crime prevention tips.

Crime Bulletins shall be widely distributed throughout campus, provided to media, posted on the University and University Police Department web sites and, when necessary and to the extent possible, posted in off-campus areas frequented by students, and e-mailed as quickly as possible to students, faculty and staff.

Revised 03/31/2009

Whenever the Lexington-Fayette Urban County Government Division of Police issues a news release about an off-campus crime that represents an ongoing threat to the safety of students, faculty, and staff, the university shall assist in publicizing the crime on campus.

Information included in Crime Bulletins:

1. A succinct statement of the incident.
2. Possible connection to previous incidents, if applicable.
3. Physical description of the suspect, if available.
4. Composite drawing of the suspect, if available.
5. Date and time the bulletin was released.
6. Other relevant and important information.