SOUTHERN UNIVERSITY

2026

ANNUAL SECURITY &

FIRE SAFETY REPORT

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LEGAL REQUIREMENTS OF THE CAMPUS SECURITY ACT

The Campus Security Act requires colleges and universities to:

- publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements,
- disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other university officials who have "significant responsibility for student and campus activities,
- provide "timely warning" notices of those crimes that have occurred and pose an ongoing "threat to students and employees," and
- disclose in a public crime log "any crime that occurred on campus or within the patrol jurisdiction of the campus police or security department, and is reported to the campus police or security department," and
- publish an Annual Fire Safety Report, and
- disclose fire statistics for residential housing facilities, and
- report Hate Crimes

The Southern University Police Department is responsible for preparing and distributing this report. We encourage members of the Southern University community to use this report for safe practices on and off campus. For a paper copy, contact the Southern University Police Department at 225-771-2770.

THE SOUTHERN UNIVERSITY POLICE DEPARTMENT

The Southern University Police Department is located in W.L. Pass Station on B.A. Little Drive. The department operates 24 hours a day and employs 33 commissioned police officers along with the following non-sworn staff, 8 traffic control officers, 7 communications officers, 6 administrative staff members and 1 transportation staff member. Police officers must successfully complete 280 hours of basic training at an approved police academy. The training curriculum is mandated by the Louisiana Peace Officers Standards and Training Commission and includes such topics as criminal law and procedures, patrol and investigation practices and techniques, firearms, first aid and physical training. An array of in-service training programs is provided to update and enhance the professional skills of the officers.

University Police Officers are vested with all the powers, authority and responsibilities of any police officer on property owned by the University, including adjacent public streets. Police authority is derived from Section 17:805 of the Louisiana Revised Statutes. While

there are no formal written agreements with other law enforcement agencies, the Southern University Police Department cooperates fully with federal, state and local law enforcement agencies in cases which involve both on-campus and off-campus jurisdiction or when the resources of another agency can be used to facilitate the resolution of an investigation.

The Southern University Police Department is responsible for the security, safety, law enforcement and emergency services for the university community. The SUPD works in cooperation with other departments to enhance the safety and security of the campus.

All police officers are full-time, commissioned University Police Officers receiving their authority from Louisiana Revised Statue 17:805.

L.R.S. 17:805 Authority of university or college police officer

A. (1) Those persons who are university or college police officers responsible for maintaining general order and exercising police power on the campus of a state- supported or a private college or university shall be designated as university or college police officers.

(2) Each as person named as a police officer by the president of the college or university shall be commissioned as a university police officer by the Department of Public Safety and corrections or as provided in Subsection E of this Section. Such Commission shall remain in effect at the pleasure of the employing college or university.

(3) While in or out of uniform, these police officers shall have the right to carry concealed weapons and to exercise the power of arrest when discharging their duties on their respective campuses and on all streets, roads, and right-of-way to the extent they are contiguous to the perimeter of such campuses. In the discharge of their duties on campus and while in pursuit on or off the campus, each university or college police officer may exercise the power of arrest.

(4) Each such police officer shall execute a bond in the amount of ten thousand dollars in favor of the state for the faithful performance of their duties. The premium bond shall be paid by the employing institution.

B. Any person arrested by a college or university police officer, in the exercise of the power hereinabove granted shall be immediately transferred by such officer to the custody of the sheriff or city police wherein arrest occurs.

C. On or after January 1, 1975, no person shall be commissioned as a college or university

police officer, unless prior to such commissioning the person has, as a minimum requirement, completed and graduated from the six-week program of the basic Law Enforcement Training Academy of Louisiana State University and Agricultural and Mechanical College or possesses equivalent training or experience.

D. Upon authorization from the chief administrative officer of the educational institution, a college or university police officer shall have authority to discharge his duties off campus as follows:

(1) If engaging in intelligence gathering activity
(2) When investigating a crime committed on campus
(3) When transporting prisoners in furtherance of duties as set forth in this Section
(4) When transporting money, securities, or other valuables on behalf of the c o l l e g e or university
(5) While providing security or protective services for visiting dignitaries to the college or university
(6) If specifically requested by the chief law enforcement officer of the parish or city

E. Notwithstanding any of the provisions of this Section to the contrary, any state- supported or private college or university situated within the territorial limits of any municipality having a population In excess of two hundred fifty thousand persons may at the option of said college or university, have its campus police officers commissioned as university or college police officers by such municipal or city police department, rather than the department of Public Safety, upon complying with the requirements and regulations as may be prescribed by said municipal or city police department for the commissioning of special officers. Such commissions issued by a municipal or city police department shall confer upon such campus police officers all rights and privileges s are enumerated in this Section with respect to officers commissioned through and by the Department of Public Safety, provided, however, that such officers shall not be entitled to supplemental pay for municipal officers.

F. Notwithstanding any provision of this Section to the contrary, on July 1, 1991 and thereafter, no person shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as otherwise provided in Subsection E of this Section until there has been a determination made by the commissioning authority that the particular college or university name the police officers is in compliance with

substantially similar requirements adopted by the particular institution, relative to reporting certain statistics on reported criminal offences, adopting certain written security policies and procedures, and publishing certain such policies and procedures.

G. Each person who is employed as a full-time college or university police officer may carry a concealed handgun, whether in uniform or not and whether on or off duty, provided the person meets the requirements for college and university police officers set forth in this section and is certified by the council on Peace Officer Standards and Training.

Added by Acts 1968, No. 529, §§ 1, 2. Amended by Acts 1974, No. 269, § 1; Acts 1978, NO. 754, § 1; Acts 1979, No. 594, § 1; Acts 1981, No. 874, § 1; Acts 1984, No. 478, § 1; Acts 1990, No. 916, § 1, eff. July 25, 1990; Acts 1991, No. 289, § 8; Acts 1995, No. 1192, § 1; Acts 1997, No. 508, § 2.

Use of University Facilities

With the exception of events that are open to the general public and advertised as such, the University's facilities and programs are generally reserved for accomplishing the objectives and programs of the University. Visitors and non-University affiliated groups seeking to utilize University facilities are expected to make prior arrangements with the appropriate University office. Authorization to use the SUBR facilities is determined by University regulations then in effect. Visitors and guests to SUBR residence halls must be registered by their hosts while in residence halls.

Residence Halls

Residence halls are equipped with fire safety equipment that includes smoke detectors and/or heat sensors that activate the central fire alarm system and most have automatic fire sprinkler systems. In the residence halls, emergency exits are equipped with alarms that sound whenever opened. Residence hall staffs are trained to maintain security and to summon police, fire, medical, and maintenance assistance when needed. Criminal activity observed within or in the vicinity of buildings is reported to the SU Police Department. Firearms, explosives, fireworks, or other hazardous materials are not permitted in or around residence halls or University apartments.

Academic and Administrative Buildings

Academic and administrative buildings are secured by Facility Services personnel. Hours of security may vary from building to building, depending on use. Like the residence halls, these buildings are equipped with fire safety equipment that includes smoke detectors and/or heat sensors that activate the central fire alarm system.

Weapons Policy

The use of weapons by University police personnel is governed by state law and departmental regulation. The use or possession of firearms or other weapons by students, employees or visitors while on campus is prohibited.

Use of Illegal Drugs

SU complies with all federal and state laws which prohibit the use, possession and sale of illegal drugs. The University is a drug-free zone under Louisiana law and will not shield any student, employee or visitor from action by civil authorities.

Sales or Use of Alcoholic Beverages

SU complies with all federal and state laws which regulate the sale and use of alcohol. The University neither condones nor shields from prosecution any individual found in violation of the Louisiana Alcoholic Beverage Control laws. The University does authorize alcoholic beverages on campus for sanctioned events complying with state law.

TIMELY WARNINGS

It is the goal of the SU Police Department and the University to keep the campus community informed of serious incidents. Working in conjunction with other University departments, the SU Police Department will issue a Safety Bulletin in a timely manner to the campus community about crimes in and around the campus. When the SU Police Department receives information that a violent crime against a person or a serious threat to property has occurred or is imminent, a Safety Bulletin will be sent out via email. A Crime Alert will also be posted to the SU Police web site. The Safety Bulletin and Crime Alert will contain the following information:

- Type of incident
- Time of the incident
- Location of the incident

Description of the suspect(s)

Summary of the incident

If a crime or serious incident is reported to a non-police campus administrator, that administrator should notify the SU Police Department of the incident. Working with the reporting administrator and other campus officials, the Police Department will decide whether or not to issue a Safety Bulletin and/or Crime Alert.

EMERGENCY RESPONSE

The SU community is encouraged to notify SUPD of any situation or incident on campus that may involve a significant emergency or dangerous situation that poses an immediate or ongoing threat to the health and safety of university members. SUPD is charged with responding to reported incidents in order to determine whether the incident, in fact, presents a threat to the community and with requesting other resources necessary to investigate, mitigate, or document the situation.

Determine if the situation poses an immediate threat to the health or safety of some or all members of the SU community. SUPD will coordinate with the SU Office of Media Relations to determine the content of the emergency message and will utilize some or all of the available communication tools in order to disseminate the message to the appropriate university members. SU will, without delay, and taking into When the SU Police Department receives notice of a possible emergency on the campus, it will account the safety of the community, determine the content of the notification and initiate the notification system, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

The University tests the emergency notification system on an annual basis. Information aboutemergencyresponseand evacuationproceduresfor SU is available on the SU website.
In all cases, University emergency responses shall place primary emphasis on the protection of human life, and all reasonable efforts shall be made to protect and preserve University property. Announcements about whether the University will reduce or suspend operations because of

emergency conditions will be made by the President and Chancellor through the Office of Media Relations for release to the media.

In order to better communicate emergency information to the campus community, SU has implemented the "Jags Safe App". This system allows anyone in the SU community, emergency information via text message on their mobile phones.
In the event of a crisis situation, SU will communicate vital information as quickly and efficiently as possible in order to provide the greatest safety for our students, faculty, and staff. All members of the University are encouraged to sign up to do so, go to the University website at www.subr.edu, click on "Students" or "Faculty & Staff", then" Campus Police", and then "Jags Safe App". Then click on "Register Now!", this will bring you to the Registration Page, just follow the instructions and you will be registered to receive emergency information.

MISSING STUDENT NOTIFICATION

Southern University Policy for missing student notification

Southern University as a residential campus ask each resident to complete the statement of notification of a contact person in the event that a student is reported missing for a period of 24 hours. The Office of Residential Life provides notification of a missing student to the University Police Department, and the Office of Student Life through use of the missing student report form. If the student does not register a contact person with the Office of Residential Life they are advised that Law Enforcement will be notified that the student is missing. Automatic notification of parents will occur if a student is under the age of 18.

The Missing Student Report Form is primarily housed and initiated in the residence hall, but additional forms are housed in the Office of Residence Life. The form is completed and signed by the initiator; the person bringing forth the report, followed by the signature of the Hall Director who insures the timeframe is at least 24 hours and the Area Director who has the responsibility of insuring the validity of the report to include contacting the confidential contact person. The final signature required is that of the Director of Residential Life who transmits the report simultaneously to University Police and Director of Student Life. The timeframe is a maximum of two hours from point of initiation of the report to its final destination at University Police. The stated procedure

does not preclude implementing this process in less than 24 hours if circumstances warrant a faster implementation.

SAFETY PROGRAMS

Campus Transit

To help protect students who need to reach a particular destination on campus after dark, SUBR established the Jag Train Shuttle Service, which is run and staffed by the Division of Student Affairs. The service offers free rides, on campus only, from 5 p.m. until 10:00 p.m., Monday through Friday, when school is in session. For details, visit the JagSafe App.

Crime Stoppers

SU works in conjunction with the Baton Rouge Crime Stoppers (which serves the community as an informant interaction system) whereby the public is invited and encouraged to provide valuable information that might lead to the arrest and possible conviction of criminals. Participants who call the Baton Rouge Crime Stoppers Hotline at (225) 344-7867 remain anonymous.

Walk, Talk and Respond

SUPD initiated Walk, Talk and Respond as a Community Policing based program. Police officers are assigned to Residential Housing areas on foot during the evening hours and interact with students. This allows for positive communication between students and officers.

Sexual Assault Policy

On college campuses, acquaintance and date rape are more apt to occur than rape by strangers. Research on college women indicates as many as 20 percent of the female population may at some time be sexually coerced by acquaintances. While some students may not think of forced sexual relations as rape, such action constitutes a serious crime and is a felony under Section 14:42 of the Louisiana Revised Statutes.

If You Are the Victim of Sexual Assault

Contact a friend to help you collect your thoughts and focus on your needs. If the assault occurred on campus, call the SU Police Department at 771-2770 (3-2770 from a campus telephone). If the assault occurred off campus, call the Baton Rouge Police Department or the East Baton Rouge Sheriff's Office by dialing 911, or Sexual Trauma Awareness Response (STAR) at 225-383-7273.

Obtain Medical Care

Quickly obtain medical care from the SU Student Health Center or from a hospital emergency room. Do not bathe, shower, douche, or change clothes before seeking medical attention. The treatment for rape may require an examination at a designated hospital, testing for sexually transmitted diseases, medication to prevent pregnancy and documenting evidence of the crime.

Assist in the Investigation

It is a personal decision whether to report a rape or sexual assault to police, but you are strongly encouraged to do so. The primary concern of the police is your safety and well-being; Their second and third concerns are apprehending the assailant and preserving the evidence of the crime.

If you decide not to report an assault, you are encouraged to call or to have a friend call the police, The Rape Crisis Center, or the Office of the Director of Student Life to report the crime anonymously. The information provided will be helpful in tracking the number and nature of assaults on campus, but it is not helpful in furthering an investigation or apprehension.

Seek Counseling

Whether or not you report the assault or pursue prosecution, you should consult a trained counselor for help in dealing with the emotional aftermath of a rape. Trained counselors are available at the SU Counseling Center (771-2480 or 3-2480 from any campus telephone) or the Rape Crisis Center (383-7273). Talking with a counselor or psychologist in no way compels a victim to take further action.

Important Options/Student Health Services

The Student Health Center is available to victims of sexual assault. A victim may be examined by a physician for injuries, tested and treated for sexually transmitted diseases and tested for pregnancy. Victims desiring to pursue a criminal case will be referred to the Rape Crisis Center and the appropriate law enforcement agency in accordance with established procedures.

The Student Health Center is open Monday through Friday from 8:00 a.m. to 5:00 p.m. All services are confidential. Call 771-4770 (3-4770 from any campus telephone).

Dating Violence, Domestic Violence and Stalking

Dating Violence, Domestic Violence and Stalking are crimes and should be reported to SUPD as soon as possible at 771-2770 (or 3-2770 from any campus telephone). If the incident took place off campus, please contact the Baton Rouge Police Department or East Baton Rouge Parish Sheriff's Office by dialing 911.

Dating Violence – Louisiana Revised Statute 46:2115 includes but is not limited to physical or sexual abuse and any offense against a person as defined in the Criminal code of Louisiana, except negligent injury and defamation, committed by one dating partner against the other. A dating partner means any 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: (1) the length of the relationship, (2) the type of relationship and (3) the frequency of interaction between the persons involved in the relationship.

Domestic Violence (Domestic Abuse Battery) – Louisiana Revised Statute 14:35.3 is the intentional use of force or violence by one household member upon the person of another household member.

Stalking – Louisiana Revised Statute 14:40.2 is the intentional and repeated following or harassing of another person that would cause a reasonable person to feel alarmed or to suffer emotional distress. Stalking shall include but is not limited to the intentional and repeated uninvited presence of the perpetrator at another person's home, workplace, school, or any place which would cause a reasonable person to be alarmed, or to suffer emotional distress as a result of verbal or behaviorally implied threats of death, bodily injury, sexual assault, kidnapping or any other statutory criminal act to himself or any member of his family or any person with whom he is acquainted.

Victims of Dating or Domestic Violence should seek medical attention at the Student Health Center 771-4770 (3-4770 from any campus telephone). Victims of Dating or Domestic Violence or Stalking can see a trained counselor at the SU Counseling Center 771-2480 (3-2480 from any campus telephone).

Campus Judicial System

A victim may choose to pursue action through the campus judicial system if the assault, dating violence, domestic violence or stalking was committed by another student. The Office of the Director of Student Life 771-3920 (3-3920 from any campus telephone) is available to advise victims of their rights under the Code of Student Conduct. Even if you choose not to pursue disciplinary action, you are encouraged to report your experience to the Director of Student Life.

In any campus disciplinary action, the accuser and the accused are entitled to the same opportunities to have others present during the proceedings. Both the accuser and the accused shall be informed simultaneously of the outcome in writing of any campus disciplinary proceeding alleging a sexual assault, dating violence, domestic violence or stalking.

Sex Offender Statement

The Campus Sex Crimes Prevention Act of 2000 (CSCPA), signed into Law October 28, 2000, amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act.

CSCPA provides special requirements relating to registration and community notification for sex offenders who are enrolled in or work at institutions of higher education. In addition to Wetterling, the Act also amended the Clery Act and the Family Educational Rights and Privacy Act of 1974.

As provided in the Wetterling Act, any person required to register under a state sex offender registration program must notify the state as to whether the person is a student, or works at, an institution of higher education, identify each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student and must also alert the state of any change in enrollment or employment status.

The Louisiana State Police maintain the Louisiana Sex Offender and Child Predator Registry

(SOCPR) for the State of Louisiana and are responsible for the enforcement of the applicable sections of law cited above. Information about any individual affiliated with Southern University in regards to this matter may be found at the public SOCPR website: www.lasocpr.lsp.org/socpr.

SUBR has taken steps to ensure the safety of its campus community.

Although SUBR does not experience serious crimes often, it is a large, urban university campus on which serious crimes do occur. In any given semester, SUBR has over 7,000 students and 1,000 full and part-time employees on campus - more than the size of many Louisiana towns. In addition, SUBR is surrounded on three sides by the city of Baton Rouge- the capital of Louisiana and a leading petrochemical, financial and industrial city with a metropolitan area population of more than 500,000.

Crime Prevention Tips

Crime prevention means being aware of your environment and remaining alert to situations that could make you vulnerable to crime. We cannot list specific measures that will protect you from every threatening situation which may arise.

Instead, we hope to teach you how to think "crime prevention" in day-to-day living. The suggestions presented should not be thought of as a list of crime prevention measures, but as examples of common sense behavior that will help you to make life safer and more secure.

Throughout the year, the SUBR Police Department talks to a wide variety of groups on campus. Topics range from personal safety to sexual assault prevention.

The SUBR Police Department is committed to meeting the needs of the community by presenting these programs as requested by the various campus organizations.

To schedule a crime prevention program or talk, please contact the SUBR Police Department at 771-2770 (3-2770 from any Campus phone).

PROTECT YOURSELF

- **LOCK THE DOOR** to your apartment or residence hall when you are alone, asleep, or out of the room. A locked door affords extra protection.
- **DO NOT OPEN** your door to strangers. If your door has a peep hole, use it to identify visitors before allowing access. Report any problems with your door's security devices immediately to your Hall Director or to your apartment manager.
- **DO NOT GIVE YOURNAME**, address, or phone number to strangers. If you have your name published in the local telephone directory, use only initials and do not list your address.
- **WHEN GOING OUT**, let your roommate, or a friend, or a staff member know where you are going,

with whom, and when you expect to return. If you choose to stay out, call that person and let him/her know.

- **AT NIGHT**, travel in frequently used and well lighted areas. Avoid taking "shortcuts". Utilize the services offered by the Evening Campus Shuttle. This is a safe and free way to travel between campus buildings and parking lots during the evening hours. The Evening Campus Shuttle telephone number is 771-6222 (3-6222 from any Campus phone)
- **WALK FACING TRAFFIC** whenever possible. This increases awareness of potential traffic hazards and also reduces the possibility of being followed by someone in a vehicle. Avoid walking by the curb or near buildings or shrubbery. Walk in the middle of the sidewalk with confidence.
- **IF YOU FEEL THREATENED** or suspect that you are being followed, walk toward lighted areas where there are people. Look over your shoulder frequently - this lets the follower know that you are aware of both his presence and your surroundings.
- **EMERGENCY PULL STATIONS (BLUE LIGHTS)** give you direct access to the SUBR Police Department 24 hours a day, use these to contact the Police Department for any reason. If in an emergency you are unable to talk to the dispatcher, just press the button and a police officer will respond to your location immediately. The area is monitored by security cameras.
- **WHEN RIDING IN A CAR**, keep the doors locked. Park in the most lighted area you can find. Upon returning to your car, have your keys ready as you approach your vehicle. Check the back and front seats to make sure that the car is empty before you get in.
- **DO NOT PICK UP HITCHHIKERS** and do not hitchhike.
- **IF ANYTHING MAKES YOU LOOK TWICE OR FEEL UNCOMFORTABLE, CALL THE POLICE. REPORT ANY UNUSUAL OR SUSPICIOUS ACTIVITY IMMEDIATELY.**
- **USE THE TELEPHONE ON YOUR TERMS**, not the caller's. Do not talk to someone unless you want to. If the caller makes an obscene or improperly suggestive remark, HANG-UP. The police should be notified if the telephone calls continue.

PROTECT YOUR POSSESSIONS AT HOME

- **LOCK YOUR DOOR** when you are away from your room, apartment or house. Most thefts and burglaries of student's rooms occur when the doors remain unlocked. By locking the door behind you the opportunity is reduced. Remember that it takes less than 30 seconds to get "ripped off".
- **KEEP WINDOWS CLOSED AND LOCKED** when away from your room or your apartment. This protects your belongings from theft and intrusion.
- **KEEP A RECORD OF THE SERIAL NUMBERS** of all your belongings. Items of value that do not have a serial number should be engraved with your driver's license number, Social Security number and photographed. Clothing can be marked with an indelible laundry marker.
- **DO NOT ADVERTISE YOUR VALUABLES**. Keep them out of sight. Arrange your room so that high-risk items such as stereos, televisions and cameras are not visible from the hallway when the door is open, or from ground level windows.
- **ITEMS OF HIGH MONETARY VALUE** which have minimal use in a university environment (such as expensive jewelry, personal or family mementos, or collections of any

kind) should be left at home. Very expensive items should be stored in a safe deposit box at your bank or credit union.

- **DO NOT KEEP LARGE SUMS OF CASH** in your room or apartment. A checking account is safer. Remember to keep your checks in a secure place. Do not talk indiscriminately about receiving money. There is no need to advertise to potential thieves.
- **INSURANCE** in Residence Halls covers the institution's property only. Residents are encouraged to provide their own insurance against loss of or damage to personal possessions. If your family has homeowner's insurance, check with your family agent about coverage. There are a variety of renter's policies available from insurance carriers for apartment dwellers. On-campus residents may contact the Department of Residential Housing for insurance information.

PROTECT YOURSELF IN YOUR CAR

- **LOCK YOUR CAR** and take the keys with you. Many car burglaries and car thefts occur because the owner did not take time to secure the car. Don't make your car a target of opportunity by leaving it unlocked.
- **DO NOT PARK** in isolated, dark places if these areas can be avoided. Park where there are people about and where the car will be lighted.
- **DO NOT LEAVE VALUABLE** items unattended in your car. Place expensive items such as cameras, packages and even text books in the locked trunk.
- **WHILE RIDING IN YOUR CAR** be aware of your surroundings. When approaching an intersection, leave one or two car lengths distance between your car and the car in front of you. This creates an escape route should the need arise. If bumped from behind, remain inside your car and keep the windows rolled up. If possible, drive to a safe location such as a convenience store, police station or other populated area and report the accident. Bumping from behind is a common method used in carjackings.

PROTECT YOURSELF IN PUBLIC AREAS

- **DO NOT LEAVE PERSONAL PROPERTY UNATTENDED**. In public areas, such as the Library, Student Union and classrooms, do not leave your personal effects unattended, even "for just a minute."
- **DO NOT CARRY MORE CASH** than you need. Avoid "flashing" your cash in public.
- **DO NOT CARRY BOTH YOUR IDENTIFICATION** cards and checks in your wallet. Keep them separate: I.D.s in your wallet in one pocket and your checkbook in another pocket. Do not write your PIN number down. If you do lose your checkbook or bank card, the thief will not have access to that number.
- **CARRY YOUR PURSE OR BACKPACK** close to your body, and keep a tight grip on it.
- **MARK ITEMS** that you normally take to class, such as textbooks, backpacks and calculator, with either your name or driver's license number.
- **KEEP A LIST** of your credit cards, identification cards and checking account numbers. If they are stolen or lost, you will have a list of numbers to provide to the police. Remember that you must not only contact the police, but all of the credit card companies and banks with which you do business. Make these notifications immediately.
- Cellular telephones are an excellent way to remain in touch and summon help in an emergency.
- **BICYCLES LOCK IT IF YOU CARE.** Never leave your bicycle unattended. The Police Department recommends that bicycles be secured with an oversized "U" shaped bicycle

lock, or with a lock-and-chain/cable combination which has at least a 5/8-inch diameter chain or steel cable and which is secured by a padlock. The padlock should have a hardened case and shank, with a shank diameter of at least 3/8 inch. Do not lock bikes to themselves or to railings or buildings.

- **ENGRAVE** your bicycle with your name or driver's license number and keep a record of it with a description of the bike and serial number.
- The SUBR Police Department provides bicycle registration services for a fee, Monday through Friday, 8:00 a.m. to 3:00 p.m., at the Public Safety Building, E. C. Harrison Blvd. Each registration consists of a bicycle permit which complies with the City of Baton Rouge Registration Ordinance. It is necessary to bring your bicycle with you to complete the registration process.

PERSONAL SECURITY AT THE OFFICE

- Never leave your purse, backpack or briefcase in plain view.
- Personal property should be marked with your driver's license number.
- Don't leave cash or valuables at the office.
- If you work alone or before/after normal business hours, keep the office door locked.
- If you work late, try to find another worker or call for an escort when exiting the building.
- Be alert for pickpockets on crowded elevators.
- Be aware of escape routes for emergencies, and post phone numbers of the campus police near telephones.
- Be extra careful in stairwells and restrooms.
- In an elevator, stand near the controls and locate the emergency button.
- If you are assaulted while in an elevator, hit the emergency or alarm button and press as many floor buttons as possible.

RULES FOR SAFETY AND SECURITY IN RESIDENCE HALLS

Specific student housing rules and procedures have been developed and implemented to make your building a safe and secure home. Following are examples of some important rules designed to enhance the safety and security of residents. No matter what type of security program is implemented, there are no foolproof measures, and nothing is effective without the support of every individual to not violate those measures.

- **DURING EVENING AND NIGHT HOURS,** always leave and enter through the main entrance.
- **NEVER LET GUESTS** into the building through any door other than the mainentrance.
- **NEVER ADMIT** uninvited nonresidents into the building. Do not let strangers into the building as your guests.
- **GUESTS** must be checked-in through the proper procedures. This is for the guests' protection as well as the protection of the other hall residents.
- **REPORT** any unescorted person or stranger to the police at once. You do not need to contact a staff member prior to calling the police in such a case.
- **DO NOT LEND** the keys to your room nor your student identification card to anyone.
- **UNDER NO CIRCUMSTANCES** should you prop open any exterior door. Although it may seem harmless and convenient, you are endangering both yourself and everyone else. The exterior doors are locked for your safety. Neither should interior fire doors be propped open. Doing so eliminated their effectiveness in preventing the spread of fire or smoke.

- **NO MOTORCYCLES, FIREARMS, FIREWORKS OR PETS ARE ALLOWED IN RESIDENCE HALLS.** For further information, contact the Department of Residential Housing at 771-3590.
- **NEVER GO ONTO THE LEDGES** outside your window. It's a long but very quick trip to the ground.
- **DO NOT PLAY PRACTICAL JOKES.** These seemingly harmless activities often lead to unforeseen injury or damage.

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- In an elevator, stand near the controls and locate the emergency button.
- If you are assaulted while in an elevator, hit the emergency or alarm button and press as many floor buttons as possible.

RULES FOR SAFETY AND SECURITY IN RESIDENCE HALLS

Specific student housing rules and procedures have been developed and implemented to make your building a safe and secure home. Following are examples of some important rules designed to enhance the safety and security of residents. No matter what type of security program is implemented, there are no foolproof measures, and nothing is effective without the support of every individual to not violate those measures.

- **DURING EVENING AND NIGHT HOURS,** always leave and enter through the main entrance.
- **NEVER LET GUESTS** into the building through any door other than the main entrance.
- **NEVER ADMIT** uninvited nonresidents into the building. Do not let strangers into the building as your guests.
- **GUESTS** must be checked-in through the proper procedures. This is for the guests' protection as well as the protection of the other hall residents.
- **REPORT** any unescorted person or stranger to the police at once. You do not need to contact a staff member prior to calling the police in such a case.
- **DO NOT LEND** the keys to your room nor your student identification card to anyone.
- **UNDER NO CIRCUMSTANCES** should you prop open any exterior door. Although it may seem harmless and convenient, you are endangering both yourself and everyone else. The exterior doors are locked for your safety. Neither should interior fire doors be propped open. Doing so eliminated their effectiveness in preventing the spread of fire or smoke.
- **NO MOTORCYCLES, FIREARMS, FIREWORKS OR PETS ARE ALLOWED IN RESIDENCE HALLS.**

Date Rape Drugs Awareness Programs

Date Rape Drugs

GHB (GAMMAHYDROXYBUTYRATE)
STREET NAMES:
*Liquid E * GBH * Gib * Georgia home boy * Natural sleep-500 Soap * Oxy-sleep *
* Grievous bodily harm * Gamma-oh * Scoop * Saltwater * Liquid Ecstasy * Liquid X * Cheery Meth *

APPEARANCE:
Pure powder form or mixed with water.
Highly concentrated street form (liquid) available in small plastic bottles, about the size of a sample of shampoo.
Colorless, odorless, tasteless.
Dissolves quickly and completely.
Can look like brown sugar, but most common is the clear dose.

HOW INGESTED:
Rapidly and almost entirely absorbed following oral ingestion.
Onset of symptoms within approximately 5-20 minutes and lasts approximately three hours.

SIDE EFFECTS:
* Drowsiness * Amnesia * Dizziness * Sweating * Enhanced sensation * Agitation * Hallucinations
* Seizures and tremors * Restlessness * Headache * Nausea and vomiting * Excessive salivation*
* Reduced blood pressure * Decreased heart rate * Decreased respiration rate *
* Reduced body temperature * Abrupt loss of consciousness * Delusions *

FACTS ABOUT GHB:

GHB is usually doled out by capfuls, teaspoons, drops, or "swigs". It may be sold or passed around in containers of varying sizes, including sports bottles, designer water bottles, eye dropper bottles, baby food jars, sample size shampoo bottles, or plastic water jugs. Or it may be offered as a small paper cup of clear liquid.
When it dissolves in a drink, it is colorless and odorless. However, it may be recognizable by its slightly salty taste.

Sometimes people who lace drinks with GHB attempt to mask the salty taste of the drug by mixing it with a sweet liqueur, or they might try to explain the salty taste by calling the special potion a "energy drink."

GHB can render an unsuspecting individual unconscious with as little as a teaspoon mixed in a drink.

Even small amounts mixed with alcohol can cause an overdose.

Does not produce the extreme muscle paralysis and extreme memory loss associated with Rohypnol, but the chances of not remembering are very high.

ROHYPNOL (FLUNITRAZEPAM)
STREET NAMES:
* Roaches * Roapies * Rib * Ro-Shay * Rochas Dos * Rope * Run-Trip-and-Fall * Roofies * Rophies *
* R-2s

How to Report a Crime

The SUBR Police Department is responsible for all law enforcement and emergencies on campus. All crimes and emergencies should be reported to the SUBR Police Department located in the Public Safety Building, E. C. Harrison Blvd.

The Police Department may be reached at the following numbers: Emergencies/Non-Emergencies 771-2770 (3-2770 from any Campus phone)

SUBR Police Department
Public Safety Building
E.C. Harrison Drive
Baton Rouge, LA 70813
Email: police@subr.edu
Phone: 225-771-2770
Administrative Fax: 225-771-3263

EMERGENCY NUMBERS

SUBR Police Department 771-2770
SUBR Crime Stoppers 771-3784
Baton Rouge City Police 911
East Baton Rouge Parish Sheriff 911
Baton Rouge Fire Department 911

For any POLICE, FIRE, or Medical Emergency, dial 911 or 771-2770 (3-2770 from any Campus phone).

The following guidelines apply to emergency conditions on campus. It is not possible to establish procedures for every type of emergency, but these guidelines cover many emergency or hazardous situations. Please review them frequently so that you will be prepared in an emergency.

FIRE ALARMS - If you hear a fire alarm, you must leave the building immediately. In multi-story buildings, do not use the elevator; exit via the stairway. Cooperate with all staff members and other authorities. Do not reenter the building until you are given permission to do so by a police officer, fire fighter or staff member.

BOMB THREATS - Notify the police at once by dialing if you receive a bomb threat call 771-2770 (3-2770 from any Campus phone). Try to be as specific as possible when relaying what the caller said.

MEDICAL EMERGENCIES - For any situation requiring emergency medical assistance on campus, call 771-2770 (3-2770 from any Campus phone).

MOTOR VEHICLE AND BICYCLE ACCIDENTS - State statutes require that the police be notified of any motor vehicle accident resulting in personal injury or property damage in excess of $500.00. Accidents on campus should be reported to the SUBR Police Department at 771-2770 (3-2770 from any Campus phone)

NON-EMERGENCY ASSISTANCE
The SUBR Police Department 771-2770
Baton Rouge City Police Department 389-3800
East Baton Rouge Parish Sheriff's Department 389-5000

SUBR Police Department
Public Safety Building
E.C. Harrison Drive
Baton Rouge, LA 70813
Email: police@subr.edu
Phone: 225/771-2770
Administrative Fax: 225/771-2770

EMERGENCY NUMBERS
SUBR Police Department 771-2770
Baton Rouge City Police 911
East Baton Rouge Parish Sheriff 911
Baton Rouge Fire Department 911

Obtaining a Police Report

The SUBR Police Department Records Office is open Monday through Friday, 7:00 a.m. to 4:00 p.m., excluding holidays. Most reports are available within 7-10 days of the incident. To receive a copy of a police or accident report please read the following:

List the name of the complainant filing the report, the date filed and the case number.

Copies can be picked up at the above address during business hours, mailed or faxed. Please furnish a local telephone number for notification when you may pick up the report.

The fee for basic reports is $16.00 (receipt from the Bursar's Office, money order and debit or credit card. No cash or checks accepted.

Reports sent to the District Attorney's Office for prosecution are released from their office. They may be reached at 225-389-3400, and are located at 222 St. Louis Street, Baton Rouge, LA 70802. They will explain the proper procedures. These include reports where subjects were booked into

East Baton Rouge Parish Prison, issued misdemeanor or felony summons and traffic citations.

For more information, please contact the Records Office at 225-771-4763.

Crime Statistics

This information is provided pursuant to the Student-Right-To-Know Act.

Southern University-Baton Rouge's (SUBR) annual security report includes statistics for the previous three years concerning reported crime that occurred on campus; in certain off-campus buildings owned or controlled by SUBR; and on public property within or immediately adjacent to and accessible from the campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault and other matters. You can obtain a copy of this report by contacting the SUBR Police Department Records Office @ 225-771-2770.

NOTE: The "On Campus" category includes the "Residential Facilities" category.

CRIMINAL OFFENSES ON-CAMPUS	2023	2024	2025
OFFENSE			
a. Murder/Non-Negligent Manslaughter	**0**	**0**	**0**
b. Manslaughter by Negligence	**0**	**0**	**0**
c. Rape	**2**	**0**	**0**
d. Fondling	**0**	**0**	**0**
e. Incest	**0**	**0**	**0**
f. Statutory Rape	**1**	**0**	**0**
g. Robbery	**0**	**0**	**0**
h. Aggravated Assault	**2**	**3**	**1**
i. Burglary	**12**	**11**	**4**
j. Motor Vehicle Theft	**1**	**1**	**0**
k. Arson	**0**	**0**	**0**
l. Dating Violence	**3**	**8**	**4**
m. Domestic Violence	**2**	**1**	**1**
n. Stalking	**2**	**1**	**4**
o. Hazing	**0**	**0**	**0**

CRIMINAL OFFENSES RESIDENTIAL FACILITIES	2023	2024	2025
OFFENSE			
a. Murder/Non-Negligent Manslaughter	**0**	**0**	**0**
b. Manslaughter by Negligence	**0**	**0**	**0**
c. Rape	**2**	**0**	**0**
d. Fondling	**0**	**0**	**0**
e. Incest	**0**	**0**	**0**
f. Statutory Rape	**0**	**0**	**0**
g. Robbery	**0**	**0**	**0**
h. Aggravated Assault	**1**	**1**	**0**
i. Burglary	**7**	**11**	**3**
j. Motor Vehicle Theft	**0**	**0**	**0**
k. Arson	**0**	**0**	**0**
l. Dating Violence	**2**	**4**	**3**
m. Domestic Violence	**1**	**0**	**0**
n. Stalking	**0**	**0**	**0**
o. Hazing	**0**	**0**	**0**

CRIMINAL OFFENSES NON-CAMPUS	2023	2024	2025
OFFENSE			
a. Murder/Non-Negligent Manslaughter	0	0	0
b. Manslaughter by Negligence	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated Assault	0	0	0
i. Burglary	0	0	0
j. Motor Vehicle Theft	0	0	0
k. Arson	0	0	0
l Dating Violence	0	0	0
m. Domestic Violence	0	0	0
n. Stalking	0	0	0
o. Hazing	0	0	0

CRIMINAL OFFENSES PUBLIC PROPERTY	2023	2024	2025
OFFENSE			
a. Murder/Non-Negligent Manslaughter	0	0	0
b. Manslaughter by Negligence	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Burglary	0	0	0
h. Aggravated Assault	0	0	0
i. Robbery	0	0	0
j. Motor Vehicle Theft	0	0	0
k. Arson	0	0	0
l. Dating Violence	0	0	0
m. Domestic Violence	0	0	0
n. Stalking	0	0	0
o. Hazing	0	0	0

ARRESTS **ON CAMPUS**	**2023**	**2024**	**2025**
CRIME			
a. Liquor Law	**0**	**0**	**0**
b. Drug Law	**4**	**1**	**1**
c. Weapons Law	**2**	**4**	**1**

ARRESTS **RESIDENTIAL**	**2023**	**2024**	**2025**
CRIME			
a. Liquor Law	**0**	**0**	**0**
b. Drug Law	**1**	**0**	**0**
c. Weapons Law	**0**	**0**	**0**

ARRESTS **NON-CAMPUS**	**2023**	**2024**	**2025**
CRIME			
a. Liquor Law	**0**	**0**	**0**
b. Drug Law	**0**	**0**	**0**
c. Weapons Law	**0**	**0**	**0**

ARRESTS **PUBLIC PROPERTY**	**2023**	**2024**	**2025**
CRIME			
a. Liquor Law	**0**	**0**	**0**
b. Drug Law	**0**	**0**	**0**
c. Weapons Law	**0**	**0**	**0**

DISCIPLINARY REFERRALS **ON CAMPUS** *(does not include incidents which involved arrest)*	**2023**	**2024**	**2025**
CRIME			
a. Liquor Law	**0**	**0**	**0**
b. Drug Law	**1**	**0**	**0**
c. Weapons Law	**0**	**0**	**0**

DISCIPLINARY REFERRALS **RESIDENTIAL** *(does not include incidents which involved arrest)*	**2023**	**2024**	**2025**
CRIME			
a. Liquor Law	**0**	**0**	**0**
b. Drug Law	**1**	**0**	**0**
c. Weapons Law	**0**	**0**	**0**

DISCIPLINARY REFERRALS **NON-CAMPUS** *(does not include incidents which involved arrest)*	**2023**	**2024**	**2025**
CRIME			
a. Liquor Law	**0**	**0**	**0**
b. Drug Law	**0**	**0**	**0**
c. Weapons Law	**0**	**0**	**0**

DISCIPLINARY REFERRALS **PUBLIC PROPERTY** *(does not include incidents which involved arrest)*	**2023**	**2024**	**2025**
CRIME			
a. Liquor Law	**0**	**0**	**0**
b. Drug Law	**0**	**0**	**0**
c. Weapons Law	**0**	**0**	**0**

HATE OFFENSES **ON CAMPUS**	**2023**	**2024**	**2025**
OFFENSE			
a. Murder/Non-Negligent Manslaughter	**0**	**0**	**0**
b. Manslaughter by Negligence	**0**	**0**	**0**
c. Rape	**0**	**0**	**0**
d. Fondling	**0**	**0**	**0**
e. Incest	**0**	**0**	**0**
f. Statutory Rape	**0**	**0**	**0**
g. Robbery	**0**	**0**	**0**
h. Aggravated Assault	**0**	**0**	**0**
i. Burglary	**0**	**0**	**0**
j. Motor Vehicle Theft	**0**	**0**	**0**
k. Arson	**0**	**0**	**0**
l. Larceny/Theft	**0**	**0**	**0**
m. Simple Assault	**0**	**0**	**0**
n. Intimidation	**0**	**0**	**0**
o. Destruction/Damage/Vandalism	**0**	**0**	**0**
p. Hazing	**0**	**0**	**0**

HATE OFFENSES RESIDENTIAL	2023	2024	2025
OFFENSE			
a. Murder/Non-Negligent Manslaughter	**0**	**0**	**0**
b. Manslaughter by Negligence	**0**	**0**	**0**
c. Rape	**0**	**0**	**0**
d. Fondling	**0**	**0**	**0**
e. Incest	**0**	**0**	**0**
f. Statutory Rape	**0**	**0**	**0**
g. Robbery	**0**	**0**	**0**
h. Aggravated Assault	**0**	**0**	**0**
i. Burglary	**0**	**0**	**0**
j. Motor Vehicle Theft	**0**	**0**	**0**
k. Arson	**0**	**0**	**0**
l. Larceny/Theft	**0**	**0**	**0**
m. Simple Assault	**0**	**0**	**0**
n. Intimidation	**0**	**0**	**0**
o. Destruction/Damage/Vandalism	**0**	**0**	**0**
p. Hazing	**0**	**0**	**0**

HATE OFFENSES NON-CAMPUS	2023	2024	2025
OFFENSE			
a. Murder/Non-Negligent Manslaughter	**0**	**0**	**0**
b. Manslaughter by Negligence	**0**	**0**	**0**
c. Rape	**0**	**0**	**0**
d. Fondling	**0**	**0**	**0**
e. Incest	**0**	**0**	**0**
f. Statutory Rape	**0**	**0**	**0**
g. Robbery	**0**	**0**	**0**
h. Aggravated Assault	**0**	**0**	**0**
i. Burglary	**0**	**0**	**0**
j. Motor Vehicle Theft	**0**	**0**	**0**
k. Arson	**0**	**0**	**0**
l. Larceny/Theft	**0**	**0**	**0**
m. Simple Assault	**0**	**0**	**0**
n. Intimidation	**0**	**0**	**0**
o. Destruction/Damage/Vandalism	**0**	**0**	**0**
p. Hazing	**0**	**0**	**0**

HATE OFFENSES PUBLIC PROPERTY	2023	2024	2025
OFFENSE			
a. Murder/Non-Negligent Manslaughter	**0**	**0**	**0**
b. Manslaughter by Negligence	**0**	**0**	**0**
c. Rape	**0**	**0**	**0**
d. Fondling	**0**	**0**	**0**
e. Incest	**0**	**0**	**0**
f. Statutory Rape	**0**	**0**	**0**
g. Robbery	**0**	**0**	**0**
h. Aggravated Assault	**0**	**0**	**0**
i. Burglary	**0**	**0**	**0**
j. Motor Vehicle Theft	**0**	**0**	**0**
k. Arson	**0**	**0**	**0**
l. Larceny/Theft	**0**	**0**	**0**
m. Simple Assault	**0**	**0**	**0**
n. Intimidation	**0**	**0**	**0**
o. Destruction/Damage/Vandalism	**0**	**0**	**0**
p. Hazing	**0**	**0**	**0**

SOUTHERN UNIVERSITY
2025 ANNUAL FIRE SAFETY REPORT

Annual Fire Safety Report

Each on-campus student housing facility is protected by fire alarm systems with smoke detectors, flame detectors and pull stations.

Fires in on-campus student housing should be reported immediately by contacting the University Police Department by calling 771-2770 from any non-University telephone or 3-2770 from any University telephone.

In addition, the fire should be reported to the respective Residence Hall Director, and or Resident Assistants. Evacuation routes for each on-campus student facility are posted in rooms.

Fire safety training includes monthly Fire Drills and Evacuations and Residence Hall safety meetings.

The Southern University Residential Housing Department Rental Terms #24 states: "Cooking equipment is not permitted in the residence halls". Rental Terms #28 states: "Surge protectors must be used for additional power. Extension cords are not acceptable."

Reported Fires

Name of Facility	Building Number	2023	2024	2025
Bethune	124	0	2	0
Bradford	43	0	0	0
Grandison	48	0	0	0
Reed Hall	100	0	0	0
White Hall	99	0	0	0
Boley Hall	158 B	0	1	0
U.S. Jones	188	0	0	0
Shade	182	1	0	0
Totty	181	1	0	0
Bldg 100	100	0	0	0
Bldg 200	200	0	0	0
Bldg 300	300	0	0	0
Bldg 400	400	0	1	0

Response to Fires and Fire Alarms

1. Try to remain calm and DO NOT ENTER AN AREA THAT MAY BE DANGEROUS.
2. Pull the fire alarm and begin evacuation of the building in accordance with the fire plan.
3. Call University Police 911 or 225-771-2770 (3-2770 from any campus telephone)
4. Assure complete evacuation using assistance from others (floor monitors).
5. Monitor situation until all clear is given by University Police or the fire department. DO NOT LET UNAUTHORIZED PEOPLE ENTER THE BUILDING.

FIRE ALARMS

a. Activation of the protective system shall occur by any or all the following means but not limited thereto:

   i. Manual fire alarm initiation
   ii. Automatic heat detection
   iii. Automatic smoke detection
   iv. Extinguishing system operations

b. Each manual fire alarm station on a system shall be accessible, unobstructed, visible, and of the same general type.

c. The general evacuation alarm shall operate throughout the entire building.

d. Audible alarm indicating devices shall be of such character and so distributed as to be effectively heard above the ambient noise level obtained under normal conditions of occupancy.

e. The fire alarm and heat/smoke detection system shall be tested periodically, and the results of the test recorded.

PORTABLE FIRE EXTINGUISHERS

a. Portable fire extinguishers shall be chosen for the class of fire expected. Class of fire refers to the nature of the fuel involved as follows:

   Class A--Fires involving ordinary combustible materials such as wood, cloth, rubber, and many plastics.
   Class B--Fires involving flammable or combustible liquids, flammable gases, and similar materials.
   Class C--Fires involving electrical energy.
   Class D--Fires involving certain combustible metals such as magnesium, titanium, sodium, potassium, etc.
   NOTE: The fire class shall be designated on the extinguisher itself.

b. Extinguishers mounted in cabinets, wall recesses, or brackets shall be placed in such a manner that the operating instructions shall face outward. Extinguishers shall not be obstructed or obscured from view, and cabinets housing extinguishers shall not be locked.

c. Extinguishers shall be periodically checked and/or maintained, tagged, and dated.

d. In general fire extinguishers must be mounted such that travel distance to an extinguisher does not exceed 75 feet.

All residents and staff will evacuate the building.

1) Persons confined to a wheelchair, or crutches should not attempt to evacuate the building using the wheelchair or crutches unless they are located on the first floor and have ramped or level access to the designated assembly area. Otherwise, proceed to the nearest fire exit and wait for emergency personnel assistance to a safe area outside of the building.

2) Communicate with others during the evacuation that additional assistance is required for evacuation. Direct communication with the fire department may be achieved by calling 911. Be sure to identify each person, the building name, and the floor location of the emergency exit.

3) Visually impaired residents should take the hand of a fellow resident and follow them out of the building to their designated assembly area.

b. Staff should report to the front of the building for crowd control assignments from the SU Police, Residence Life staff for Fire Department.

c. No staff member shall silence the alarm until after the University police or fire department arrives and secures the building.

d. Staff should question residents to attempt to determine if the building is empty. Notify fire department and SU police of known mobility impaired residents in need of assistance (provide stairwell and floor location). The RLC will use the hall roster to account for all residents.

e. Staff should comply with any request from the SU Police and/or Fire Department. Note: No staff member should enter an area that appears dangerous! The priority is to evacuate the building and instruct others to do the same.

f. If staff determines that the fire can be safely extinguished with a fire extinguisher, they may do so. If staff cannot determine the size of the fire or if they can see it is not likely to be put out by an extinguisher, they should evacuate the building immediately. See "Using a Fire Extinguisher."

g. In an actual fire, only SU Police or Facility Services will close the valve on a sprinkler line.
See Appendix B for the location of the valve to shut off the sprinkler. The fire alarm panel can only be reset by Facility Services after a new sprinkler head had been installed.

After the alarm/fire:

a. Residents are not allowed back into the building until directed by SU Police or the Fire Department.
b. Staff is to file an incident report and Fire Alarm/Drill Report. It must be provided to the Assistant Director no later than 8:00am the following morning.

If a threat of fire exists or if fire is discovered:

a. Pull the nearest alarm pull station to activate the fire alarm, evacuate the building, and call: 1) SU Police- 911 or 225-771-2770 (3-2770 from any campus telephone).

Department of Residence Life and Housing
P.O. Box 9460
3126 UNAP
Baton Rouge, LA 70813 – 9460
(225) 771 – 3590 (Main) (225) 771 – 4625 (Fax)

FIRE/EMERGENCY EVACUATION CHECKLIST
2025

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Examples	1/30/24 4:00pm	2/23/24 2:30pm	3/5/24 8:30pm 3/8/24 10:14pm	4/14/24 2:00pm	5/2/2024 10:00am			8/15/24 4:00pm	9/18/24 11:00am	10/17/24 11:00pm	11/19/24 5:30pm	12/12/2025 12:00pm
Bethune	1/16/2025 7:14pm	2/19/2025 10:39am	3/5/2025 12:31pm	4/22/2025 12:15pm	5/1/2025 9:25pm			8/19/2025 2:47pm	9/1/2025 11:20am	10/1/2025 2:45pm	11/1/2025 4:30pm	12/4/2025 10:30am
Boley	1/21/2025 5:13pm	2/14/2025 7:19pm	3/3/2025 9:00pm	4/18/2025 7:30pm	5/9/2025 9:45pm	6/19/2025 11:32pm	7/28/2025 6:35pm	8/22/2025 1:27pm	9/4/2025 1:30pm	10/7/2025 11:20pm	11/29/2025 4:;05am	12/5/2025 12:30pm
Bradford	1/31/2025 9:25pm	2/02/2025 7:30pm	3/29/2025 3:00pm	4/23/2025 12:35am	5/3/2025 10:06am			8/13/2025 5:00pm	9/5/2025 3:00pm	10/06/2025 2:30pm	11/5/2025 12:30pm	12/5/2025 12:31pm
Grandison	1/19/2025 6:54pm	2/8/2025 3:00pm	3/16/2025 3:42pm	4/8/2025 11:16am	5/6/2025 10:13am			8/28/2025 4:00pm	9/5/2025 2:30pm	10/16/2025 3:42pm	11/19/2025 3:30pm	12/7/2025 12:30pm
U. S. Jones	1/13/2025 5:49pm	2/15/2025 10:00am	9/5/2025 3:00pm	4/4/2025 12:00pm	5/8/2025 9:45pm			8/8/2025 10:19am	9/15/2025 10:15am	10/31/2025 11:15am	11/17/25 11:15am	12/17/2025 11:15am
Reed	1/27/2025 11:32pm	2/23/2025 8:09am	3/5/2025 12:30pm	4/11/2025 1:00pm	5/10/2025 11:06am			8/18/2025 7:00pm	9/14/2025 9:30pm	10/02/2025 7:30pm	11/05/2025 10:00pm	12/3/2025 9:00pm
Shade	1/25/2025 10:53pm	2/7/2025 4:16am	3/4/2025 3:00pm	4/31/2025 1:30pm	5/7/2025 9:32am			8/22/2025 9:30pm	9/26/2025 10:00am	10/8/2025 10:30pm	11/29/2025 3:00pm	12/13/2025 4:50pm
Totty	1/28/2025 9:45pm	2/26/2025 10:00am	3/20/2025 2:00pm	4/26/2025 10:00am	5/13/2025 10:19pm			8/8/2025 10:00am	9/23/2025 8:09am	10/31/2025 1:30pm	11/11/2025 1:00pm	12/15/2025 10:00am

Department of Residence Life and Housing
P.O. Box 9460
3126 UNAP
Baton Rouge, LA 70813 – 9460
(225) 771 – 3590 (Main) (225) 771 – 4625 (Fax)

White	1/31/2025 8:38pm	2/7/2025 4:00pm	3/6/2025 6:40pm	4/4/2025 12:00pm	5/7/2025 5:27pm			8/21/2025 4:00pm	9/4/2025 3:00pm	10/7/2025 4:16am	11/7/2025 4:00pm	12/1/2025 4:08pm
Univ. Apt. #100	1/19/2025 11:49pm	2/05/2025 10:00pm	3/18/2025 7:30pm	4/06/2025 2:30pm	5/10/2025 12:35pm			8/30/2025 3:00pm	9/6/2025 6:00pm	10/18/2025 7:30pm	11/3/2025 11:30am	12/22/2025 12:15pm
Univ. Apt. #200	1/19/2025 11:49pm	2/05/2025 10:00pm	3/18/2025 7:30pm	4/06/2025 2:30pm	5/10/2025 12:35pm			8/30/2025 3:00pm	9/6/2025 6:00pm	10/18/2025 7:30pm	11/3/2025 11:30am	12/22/2025 12:15pm
Univ. Apt. #300	1/24/2025 10:35pm	2/26/2025 10:00am	3/6/2025 6:40pm	4/28/2025 4:00pm	5/2/2025 6:15pm			8/8/2025 11:16am	9/6/2025 6:40pm	10/23/2025 12:35am	11/20/2025 2:00pm	12/4/2025 12:00pm
Univ. Apt. #400	1/24/2025 10:35pm	2/26/2025 10:00am	3/6/2025 6:40pm	4/28/2025 4:00pm	5/2/2025 6:15pm			8/8/2025 11:16am	9/6/2025 6:40pm	10/23/2025 12:35am	11/20/2025 2:00pm	12/4/2025 12:00pm

Yellow = Closed Building

FIRE/EMERGENCY EVACUATION CHECKLIST

In Addition, the following information is included regarding on – campus student housing facility fire safety systems:

- Fires reported in 2025

    1. No fires reported for Calendar Year 2025

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- Fire alarm monitoring is done by an outside company.
- Fire Watch monitoring done on-site in each facility by the staff.
- Full water sprinkler system in each facility.
- Smoke Detector in each facility.
- Fire Extinguisher devices in each facility.
- Evacuation Plans posted in each facility.

Fire Safety Systems in Residential Facilities-2025

Facility	Fire Alarm Monitoring Done Off-site	Full Sprinkler System	Smoke Detector	Fire Extinguish Devices	Evacuation Plan & Placards	Number of Evacuation (Fire) Drills Each Calendar Year
Bethune Hall	X	X	X	X	X	10
Boley Hall	X	X	X	X	X	12
Bradford Hall	X	X	X	X	X	10
Grandison Hall	X	X	X	X	X	10
Reed Hall	X	X	X	X	X	10
Shade Hall	X	X	X	X	X	10
Totty Hall	X	X	X	X	X	10
U.S. Jones Hall	X	X	X	X	X	10
White Hall	X	X	X	X	X	10
Bldg. 100	X	X	X	X	X	10
Bldg. 200	X	X	X	X	X	10
Bldg. 300	X	X	X	X	X	10
Bldg. 400	X	X	X	X	X	10

Statistics and Related Information Regarding Fires in Residential Facilities for 2025

Facility	Total Fires in Each Bldg	Fire Number	Cause Of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Bethune Hall	2	1/2	0	0	0	0
Boley Hall	1	3	0	0	0	0
Bradford Hall	0	0	0	0	0	0
Grandison Hall	0	0	0	0	0	0
Reed Hall	0	0	0	0	0	0
Shade Hall	0	0	0	0	0	0
Totty Hall	0	0	0	0	0	0
U.S. Jones Hall	0	0	0	0	0	0
White Hall	0	0	0	0	0	0
Bldg. 100	0	0	0	0	0	0
Bldg. 200	0	0	0	0	0	0
Bldg. 300	0	0	0	0	0	0
Bldg. 400	1	4	0	0	0	0

RESIDENT'S EVACUATION INSTRUCTIONS

a. **Turn on light and open draperies.** This allows the Fire Department to check the rooms from the outside for smoke. Also, no lights in an area may indicate trouble in that area.

b. **Close windows.** By reducing drafts in the building, the spread of smoke and fire will be slowed.

c. **Touch inside of your door to test for heat. If warm, do not open.** If the air in the hall is hot enough to heat through the door, one breath of this air could kill you.

d. **If you are trapped in your room by fire**, keep the door and windows closed tightly and stand in full view in the window until help arrives.

e. **Open door only if not warm.** Brace yourself against the door and crack it slightly open to check the incoming air at the top of the door with your hand. The pressure from superheated air is usually strong enough to force open the door. The door may not have had time to become heated.

f. **Exit immediately.** Lock the door and walk away from the building by your assigned route. Do not talk. Listen for directions. Dress properly for the weather. **Do not use elevators as an emergency exit.**

1) Persons confined to a wheelchair, or crutches should not attempt to evacuate the building using the wheelchair or crutches, unless they are located on the first floor and have ramped or level access to the designated assembly area. Otherwise, proceed to the nearest fire exit and wait for assistance from emergency personnel.

2) Communicate with others during evacuation that additional assistance is required for evacuation. Direct communication with the fire department may be achieved by calling 911. Be sure to identify each person, the building name, and the floor location of the emergency exit where you are waiting.

3) Visually impaired residents should take the hand of a fellow resident and exit the building to the designated assembly area.

g. **Carry a towel with you.** If dense heat is encountered, the towel can be used to protect your face, hair, and back of your neck.

h. **When you leave the building, move to your assigned meeting area,**

which will be at least 100 feet away from the building. This will allow fire-fighting equipment to move freely in this area.

i. **Do not return to your room or re-enter the building.** Wait for instructions. You may re-enter the building when the "all clear" is sounded.

EVACUATION LOCATIONS

The following locations will be used in the case of an evacuation, such as a fire alarm. Please find the nearest exit and stand at your community's assigned meeting area and wait for further instructions. Outside evacuation locations are also listed. If weather or other circumstances are not favorable for assembly outside, residents and staff will go to the indoor location listed. When a fire alarm or evacuation alarm is activated, you are required to immediately evacuate the building.

RESIDENTIAL HOUSING ASSEMBLY AREAS/PICK-UP POINTS		
NUMBER	**BUILDING**	**LOCATION**
158 C	Boley Hall	Field north of dormitory
43	Bradford Hall	J.S. Clark Administration parking lot
048	Grandison Hall	Parking lot in rear of Seymour Hall
100	Reed Hall	Parking lot on west side of Mumford Stadium
124	Bethune Hall	Open grassy area west of dormitory
143	Totty Hall	Parking lot east of dormitory
144	Shade Hall	Parking lot east of dormitory
099	White Hall	Parking lot on west side of Mumford Stadium
188	U.S. Jones Hall	Open grassy area west of dormitory
100	University Apartments	Parking lot east of building
200	University Apartments	Parking lot rear of building
300	University Apartments	Parking lot rear of building
400	University Apartments	Parking lot west of building