

# 2022 ANNUAL SECURITY AND FIRE SAFETY REPORT



This report was issued on October 1, 2023, with information and statistics regarding calendar year 2022, by the SUNY Geneseo University Police Department, a department in the Division of Student and Campus Life.

Published in compliance with United States Code §1092(f), the Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act and the Code of Federal Regulations (CFR).

This report is accessible online at [geneseo.edu/police](https://geneseo.edu/police). Printed copies are available at the University Police Department in Schrader Hall, Room 19 and the Office of Admissions in Doty Hall, Room 200.



**GENESEO**  
THE STATE UNIVERSITY OF NEW YORK

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## THE JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS STATISTICS ACT

The 'Student Right-to-Know and Campus Security Act' was signed into law in 1990 and was amended and renamed in 1998 to "[The Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act](#)" (hereinafter referred to as "Clery Act").

Further amendments were made in 2013 to add additional reportable crimes regarding the Violence Against Women Reauthorization Act (VAWA).

This law mandates that institutions receiving Title IV federal funds disseminate crime statistics for certain serious offenses that occur on-campus and in campus adjacent areas for the current and two previous calendar years. The purpose of this report is to provide current and prospective faculty, staff and students with campus safety information, including crime statistics and procedures to follow to report a crime.

The following information was compiled by the Chief of [University Police](#) after consultation with the [Dean of Students](#), the [Title IX Coordinator](#) and the Director of [Environmental Health and Safety](#), in addition to the Geneseo Police Department, Livingston County Sheriff's Office, New York State Police and New York State Park Police.

## SAFETY AND SECURITY RESPONSIBILITY

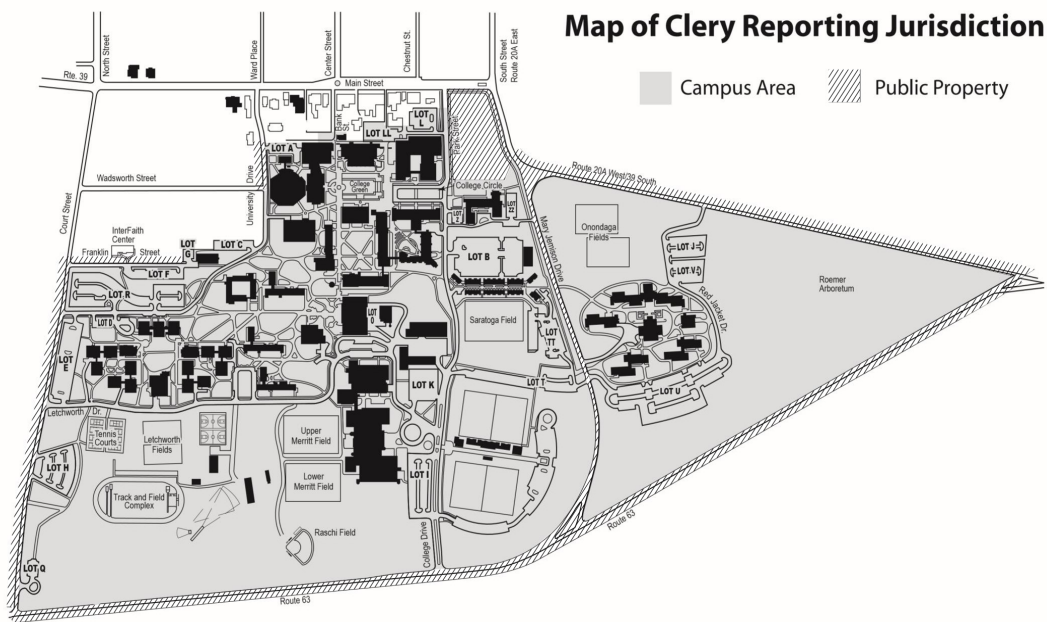
### REPORTING LOCATIONS

The Clery Act requires that the College report specific criminal activities that occur in specific areas. Please note that crimes occur in the community beyond what is required to be reported in this document. All members of the College community are advised to exercise caution in ALL locations.

**On-campus** locations include the main campus property and buildings.

**Non-campus** locations include property owned by student organizations officially recognized by the College and those owned by the College outside of campus boundaries.

**Public property** locations include thoroughfares, streets, sidewalks, parking facilities and public park settings immediately adjacent to and accessible from campus.



This map does not include all non-campus properties.

## UNIVERSITY POLICE JURISDICTION

The University Police Department is responsible for coordinating campus safety and all law enforcement activities at SUNY Geneseo. University Police is a fully staffed, equipped and accredited law enforcement agency. University Police Officers are sworn police officers whose authority is specifically listed in the New York State Criminal Procedure Law §1.2, subsection 34(s) and the New York Education Law §355, subsection 2.

All University Police Officers must meet the highest standards in New York State for law enforcement. Officers have successfully completed the basic course for police training program administered local regional academies. Once hired Officers undergo continuous training to upgrade their skills, advance their professional development and form additional specialized areas of expertise.

University Police Officers respond to all emergency calls for service. Officers have been trained in emergency medical procedures and first aid including CPR/AED and Naloxone administration. They conduct foot, bike and vehicular patrols on the campus and residence hall areas 24-hours a day, 365 days a year. The objective of the University Police Department is to provide a safe environment for teaching, research, learning, social endeavors and to protect the lives and property of the students, employees and visitors of the college. This objective is pursued within the framework of the State University rules and regulations and all local, state, and federal laws.

The investigation of crimes committed on campus falls under the jurisdiction of University Police. A log of crimes that occur within University Police jurisdiction is available for the public to view on the University Police website or you can request a hardcopy by contacting University Police. The log includes the date, time, incident type, general location and disposition of the case. Information may be withheld from the log only if there is clear and convincing evidence that the release of information would jeopardize an on-going investigation or the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence.

University Police works closely with the Geneseo Police Department, the Livingston County Sheriff's Office and the New York State Police who assist with incidents that may occur off-campus but involve campus students or employees. The Clery Act requires all public, private, community colleges and universities in New York to have a formal plan that provides for the investigation of missing students and violent felony offenses on campus. This involves written agreements between university and college authorities and the municipal law enforcement agencies having concurrent jurisdiction that could be called upon to assist in a complete investigation should such a report be received. University Police has signed Memorandum's of Understanding (MOU) with both the Geneseo Police Department and the Livingston County Sheriff's Office, which are routinely utilized.

## CAMPUS SECURITY AUTHORITIES (CSA)

Campus Security Authorities (CSA) are individuals or organizations that have significant responsibility for student and campus activities. CSA's assist victims with the reporting process and provide appropriate support and/or support resources. CSA's are also responsible for reporting any Clery Act reportable crime information they receive to University Police as soon as possible without delay for data collection purposes. Names or other identifying features do not need to be disclosed when reporting the incident.

The offices below will accept reports of criminal behavior in a voluntary, respectful manner.

Vice President for Student and Campus Life  
Doty Hall, Room 314  
Phone: (585) 245-5618  
Email: sclife@geneseo.edu

Coordinator of Health Promotion  
Lauderdale Health Center, Room 208A  
Phone: (585) 245-5747

Dean of Students  
MacVittie College Union, Room 354  
Phone: (585) 245-5706  
Email: deanstu@geneseo.edu

Fraternal Life and Off-Campus Living  
MacVittie College Union, Room 353B  
Phone: (585) 245-5968

Intercollegiate Athletics and Recreation  
Merritt Athletic Center, Room 213  
Phone: (585) 245-5343

Residence Life  
MacVittie College Union, Room 321  
Phone: (585) 245-5726  
Email: reslife@geneseo.edu

Student Conduct and Community Standards  
MacVittie College Union, Room 354  
Phone: (585) 245-5714  
Email: conduct@geneseo.edu

Student Life  
MacVittie College Union, Room 305  
Phone: (585) 245-5851  
Email: life@geneseo.edu

Title IX  
Doty Hall, Room 303  
Office Phone: (585) 245-5023  
Cell Phone: (585) 502-4581  
Email: titleix@geneseo.edu

University Police  
Schrader Hall, Room 19  
Emergency Phone: (585) 245-5222 or 911  
Administrative Phone: (585) 245-5651  
Email: police@geneseo.edu

**Note: All club advisors are also CSA's that will accept reports.**

## SILENT WITNESS

The Silent Witness program is a way to anonymously provide University Police with information regarding suspicious or criminal activity that has occurred either on-campus or off-campus. DO NOT use Silent Witness to report emergencies or crimes in-progress – those should be reported by calling University Police at (585) 245-5222 or 911.

[geneseo.edu/police/silent\\_witness](https://geneseo.edu/police/silent_witness)

## GOOD SAMARITAN

The health, safety and wellbeing of every member of the College community is the highest priority of the College. The College aims to provide assistance and support to members of its community and our students are expected to “stand up” for each other and take action by seeking assistance in the event of a medical emergency or when they perceive that a member of the community may be in danger. Contacting College authorities or emergency medical responders for others in good faith will exempt the reporting student from student conduct sanctions for the possession and/or use of alcohol and/or drugs.

[https://www.geneseo.edu/handbook/policies\\_procedures](https://www.geneseo.edu/handbook/policies_procedures)

## BYSTANDER INTERVENTION

A bystander is someone other than the victim who is present when an act of dating violence, domestic violence, stalking or sexual assault is occurring or when a situation is occurring in which a reasonable person feels as though some protective action is required to prevent sexual assault, dating violence, domestic violence or stalking. Bystanders, if active, can prevent harm or intervene with safe and positive options before a situation gets worse. Examples of active bystander intervention include not leaving an overly intoxicated person in a bar or party alone, walking a classmate to their car after class, calling police when a potentially violent situation is unfolding or not leaving an unconscious person alone (alerting an RA or calling for medical help).

<https://www.geneseo.edu/titleix/bystander-intervention>

## CARE(S) TEAM

The purpose of the CARE(S) Team, which stands for Campus Assessment Response and Evaluation, is to have a multi-behavioral assessment committee related to the identification of and services provided to students who are at-risk or distressed in any area – mental or physical health, behavioral or academic. These are students whose behavior does not rise to the level sufficient to initiate a Code of Conduct review, yet whose behavior is worrisome to one or more members of the College community.

The Team consists of College employees identified as key to the effective sharing of information about at-risk students and positioned in roles that can contribute to the clarification and evaluation of relevant situations. They provide advocacy and offer guidance and consultation to help students navigate challenges and connect to appropriate resources both on- and off-campus. The Team meets weekly during the academic year.

Referrals can be made online by students or employees who notice unusual changes in a student's behavior or have

concerns about a student's well-being. Student may also self-refer or contact the Dean of Students directly.

[geneseo.edu/dean\\_students/geneseo-cares](https://geneseo.edu/dean_students/geneseo-cares)

## ADVISORY COMMITTEE ON CAMPUS SAFETY

The Advisory Committee on Campus Safety is a required of each state university campus by the State University of New York Board of Trustees with the purpose of reviewing policies and procedures pertaining to the maintenance of a safe and secure campus environment and to make recommendations for improvement.

The committee is co-chaired by the Vice President for Student and Campus Life and the Chief of University Police. They submit an annual report and recommendations to the College President. One of the yearly charges is for the Office of the President and the committee to host a Campus Safety Review, which is open to everyone within the College community. The group meets near dusk and walks campus to assess factors related to campus safety such as lighting, landscaping, pavement conditions, construction sites and recent physical improvements.

## PERSONAL RISK REDUCTION

SUNY Geneseo is committed to raising awareness and knowledge about personal safety and responsibility on campus. Awareness programs are offered to enhance the understanding of related topics. Prevention programs are aimed at helping avert personal physical injury or property damage before it occurs and risk reduction efforts to help identify and reduce at-risk behavior that put one in harm's way.

Programs are offered through annual student awareness programming and regular hall meetings. Students are informed of safety programs and risk reduction behaviors such as the blue light emergency phone system, the campus shuttle bus, Operation ID, emergency notification procedures, fire safety, Rape Aggression Defense (RAD) training, securing personal items, the “buddy system,” protecting your drink, sexual assault awareness, locking vehicles and parking in well-lit areas.

Students and employees should notify University Police or their RD/AC/RA on duty immediately of any person who does not appear to have legitimate business in a building or on campus grounds.

In 2015, the SUNY Geneseo University Police Department became the 9th NYSUPD to achieve accreditation from the NYS Department of Criminal Justice Services; and recertified in 2020.

Law enforcement accreditation is a method, and ongoing process, that recognizes police departments in compliance with national best practices in policing, covering all aspects of law enforcement policies, procedures and operations.

Accreditation ensures that the SUNY Geneseo University Police Department meets the highest standards of professionalism.

## CAMPUS FACILITIES

### STANDARD BUILDING ACCESS

Apart from residence halls, most campus facilities are open to the public during the day and evening hours when classes are in session. The public is welcome to attend cultural and recreational events on campus. During non-operational hours, campus facilities are locked and only students and employees with proper authorization are admitted by utilizing campus ID cards to electronically enter buildings. Employees with assigned offices are issued brass keys, which they are responsible for reporting missing or stolen.

Residence halls are locked 24-hours a day and require a campus ID card to use a card access system to gain entry to exterior doors. From 7:30 a.m. to 7:30 p.m., residential students can access any residence hall, but from 7:30 p.m. to 7:30 a.m. they can only access their own residence hall. Individual student room locks may be electronic, mechanical or brass key. No matter which types of locking devices are utilized, it is essential that students lock their rooms and suites routinely. When necessary, this system allows University Police to track an individuals access to buildings. All guests to residence halls, which is any person who is not a resident of a particular hall, must be accompanied by a host, who is a resident of that hall, at all times.

### FACILITIES SERVICES

Facilities Services maintains the campus buildings and grounds with a priority on safety and security. Campus facilities are inspected regularly, and any needed repairs are made promptly. They also respond immediately to reports of potential safety and security hazards such as broken windows, locks or doors. Issues can be reported to Facilities Monday – Friday 7:00 a.m. to 3:00 p.m. at (585) 245-5661. Outside of regular business hours, issues can be reported to Facilities at (585) 245-5656 or University Police at (585) 245-5651.

Safety and security systems are monitored and maintained by a combination of Facilities Services and outside vendors (i.e. elevator inspectors). Documentation regarding maintenance and in-progress issues is tracked and randomly audited by Environmental Health and Safety and Facilities Services Management.

[https://www.geneseo.edu/facilities\\_services](https://www.geneseo.edu/facilities_services)

### RESIDENCE LIFE

Residence Life staff are committed to providing a safe environment for students within residence halls. Students are made aware of safety concerns, as well as prevention tactics and personal responsibility through a variety of in-hall mediums. In addition, each residence hall is paired with a University Police Officer each year to collaborate with in areas of community policing, hall programming, resources and ongoing issues.

Full time, live-in residence directors (RD) and area coordinators (AC) supervise students and facilities in each residence hall and are responsible for the well-being of their residents. In addition, undergraduate resident advisors (RA), who are also trained in emergency preparedness and fire safety, watch over residence halls through nightly rounds and frequent interactions with residents. During emergencies, RA's contact University Police and the RD or AC on duty. For all serious events, such as the hospitalization of a student, appropriate notifications will be made that may ultimately reach the Dean of Students.

<https://www.geneseo.edu/residence-life>



# EMERGENCY RESPONSE

The College’s leadership is trained in assessing and responding to emergencies, as well as initiating necessary communication with those immediately impacted by the event and the greater College community.

The Chief of University Police, in consultation with the Vice President for Student and Campus Life, is responsible for determining the level of an incident. In the absence of the Chief, the appropriate determinations will be made by the Assistant Chief, Inspector, Lieutenants or Officer-in-Charge.

SUNY Geneseo tests its entire emergency notification system on a regular basis throughout the year. Testing may be announced or unannounced. Fire alarm drills are done on a regular basis and are not announced. Blue light emergency phones are tested monthly. For more information on the emergency notification system visit [geneseo.edu/emergencies](http://geneseo.edu/emergencies).

Regardless of drills and preparations, emergency situations will always have an element of chaos. Your cooperation with anyone who is organizing an emergency response will help keep everyone safe. While it is important that we all watch out for each other, you should never jeopardize your own safety in an attempt to assist others. Make sure you are safe and ask what you can do to help.

## TIMELY WARNING VS. EMERGENCY NOTIFICATION

**Timely warnings** will be issued whenever a Clery Act reportable crime that is considered to represent a serious or continuing threat to students and employees is reported to University Police, or a local law enforcement agency, and has occurred within the campus. Timely warnings are sent to ALL students and employees. They are sent via campus e-mail, postings on building main entrances or displayed on the SUNY Geneseo or University Police websites.

**Emergency notifications** will be issued when a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurs on the campus. Emergency response protocols appropriate to the situation will be enacted without delay unless doing so would compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. As appropriate, emergency notifications may be targeted to only a segment(s) of the College community that is at risk.

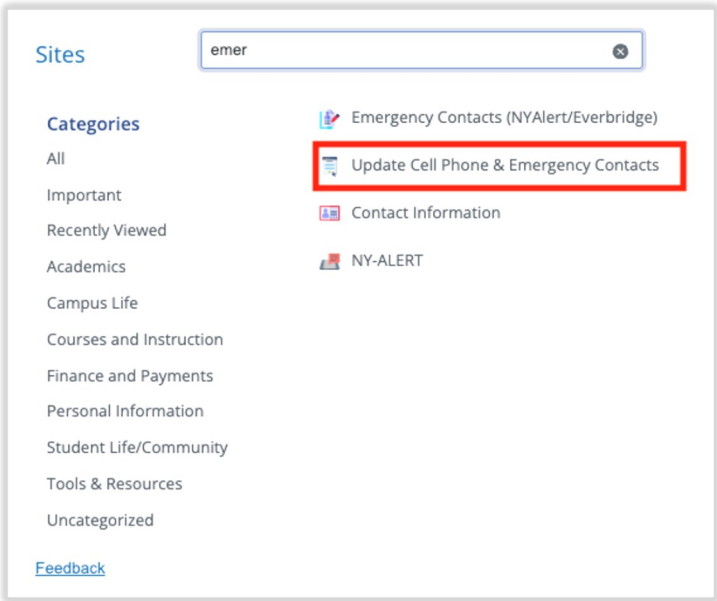
This can include community notification through activation of the campus-wide PA system (Big Voice), NY-Alert, large screen messaging on closed-circuit displays or the SUNY Geneseo website homepage. Notification to the greater College community is coordinated between University Police and College Communications pursuant to policies and agreements with local law enforcement agencies and media outlets.

## MISSING COLLEGE STUDENT

If you have reason to believe a student is missing, notify University Police immediately at (585) 245-5222. DO NOT WAIT.

A missing college student is defined, pursuant to the New York State Campus Safety Act (1999), as any person who is “a student of an institution (college or university)...who resides in a facility owned or operated by such institution and who is reported missing from his or her residence.” There is no age limit specified in these laws.

In addition to registering a general emergency contact, students have the option to identify an individual to be contacted in the event that the student is determined to be missing. This can be done by launching [my.geneseo.edu](http://my.geneseo.edu) and navigating to the service titled “Update Cell Phone & Emergency Contacts” by scrolling the list or entering a search. A student’s confidential “Missing Student” contact information will be accessible only by authorized campus officials and law enforcement during the course of a missing person investigation.



For a missing **on-campus student**, University Police will conduct an initial investigation. If the student has not be located within a reasonable period of time (no more than 24 hours), University Police will proceed with sending the required notifications to: 1) local law enforcement agencies pursuant to Memorandums of Understanding, 2) the student’s designated missing person emergency contact, if listed and 3) the student’s parent/guardian if the student is under 18 years of age AND not considered emancipated.

For a missing **off-campus student**, University Police will assist the proper local law enforcement agency investigating.

## SHELTER-IN-PLACE

Shelter-in-place events occur when it is unsafe for people to be exposed to the elements or atmosphere, such as during a tornado warning or chemical spill. **Shelter-in-place means to take shelter wherever you are.** In a residence hall, you should seek a secure interior space away from windows. If windows are in the area, lock them if possible. If other people arrive seeking shelter, you should let them in.

## LOCKDOWN

On a college campus, lockdown means something different than it might mean for a K-12 school where a building and rooms can literally be completely locked. **During a lockdown on campus, students and employees should go to rooms that lock securely – preferably with few windows and some means of communication.** Make sure all windows and doors are locked and stay away from windows. Most Residence Hall lounges do not lock; therefore, residents will not be able to gather in one place. Lockdowns are distinguished from shelter-in-place events in that – once locked in, you should not unlock the door for anyone until word is received from University Police that the event has concluded. For this reason, it is essential that keys and ID cards are carried with you at all times.

University Police will call for a lockdown during emergencies when people need to secure themselves from a threatening situation such as a person wielding a gun, bomb, explosives or other weapon.

It is important to note that if a fire alarm sounds during a lockdown, occupants should not exit the secure room they are in unless they clearly perceive threatening smoke or fire. Pulling a fire alarm during a lockdown could be a ruse by an active shooter to gain access to a building or to lure people out of safe spaces.



## EVACUATION

All students and employees are expected to familiarize themselves with the evacuation plan for the buildings which they occupy, including the designated areas to assemble after evacuating a building. It is essential that all students and employees are prepared in case of an extraordinary event such as a fire, wide-spread power outage, extreme weather event, toxic spill or violent person on campus. Evacuation signs are posted in the hallway at the entrances of every building. The College trains personnel in emergency preparedness, but it is essential that students also know what to do in case of an extraordinary event.

If you observe a fire, pull the nearest fire alarm and head to the nearest safe exit. All fires must be reported to University Police by calling (585) 245-5222 or 911.

If you hear a fire alarm sounding or observe a fire alarm strobing, leave the building immediately using the nearest safe exit, regardless of if you believe the alarm is a drill or false alarm. While you should not hesitate to exit the building, in most cases it is reasonable to stop and grab your shoes and coat. Wait for University Police to declare that it is safe to return to the building. During inclement weather, move to a sheltered area or building and wait for further directions.

If a fire has made it unsafe to return to your building, Residence Life staff will immediately begin working to find alternate housing for students. In such a case we want to make sure everyone is accounted for, so if you wish to leave the area make sure you check-in with staff that is set up for emergency response prior to leaving.

# ALCOHOL AND OTHER DRUGS

The campus strictly enforces its policies with regard to alcohol and other drug violations. Policy violations will be addressed through the College's conduct system and/or University Police. Examples of misconduct that may lead to conduct action are illegal use, sale or possession of stimulants, intoxicants or other illicit drugs and accidents or injuries related to the use of such items. Examples of sanctions include loss of privileges, specified conduct requirements or separation from the College. Please note, the behavior of a visitor may result in sanctions placed on both the visitor and the student host.

Article IV §B8 of the Student Code of Conduct (<https://www.geneseo.edu/handbook/student-code-conduct>) lists the "illegal use, sale, distribution, manufacturing, or possession of alcohol, intoxicants or drugs (including but not limited to controlled substances and prescription medication)" as an example of a type of conduct that may result in disciplinary action.

Members of the College community in need of assistance with a question or personal problem related to alcohol or other drugs should contact the Addiction Counseling and Prevention Program for a variety of resources. Available services include evidence-based practice in the treatment of addictive disorders, education on trauma and addiction psychopathology, enhancing understanding of addictive family systems, education using the harm reduction model, personalized addiction plans, prevention programming and support services for persons impacted by a friend or loved one's addiction.

[geneseo.edu/health/ACP](https://www.geneseo.edu/health/ACP)

## ALCOHOL

SUNY Geneseo permits the use of alcoholic beverages on campus by persons 21 years of age or older who comply with state law and adhere to the guidelines established by the College. The guidelines can be found online in the Student Handbook (<https://www.geneseo.edu/handbook>). Students are expected to accept responsibility for the welfare of themselves and to avoid infringing upon the rights of other members of the College community. Possession and consumption of alcoholic beverages is prohibited for persons under the age of 21.

## DRUGS

Illegal possession and/or use of marijuana, barbiturates, amphetamines, hallucinogenic compounds, narcotics and other controlled substances are violations of College policy, in addition to state and federal law. In 2021, New York State revised its marijuana laws, but it is important to note that even though state law allows for marijuana to be consumed in New York – **federal law prevents ALL consumption of cannabis (including medicinal use) on college campuses.**

## PREVENTION

SUNY Geneseo's commitment to student welfare extends to its concern for how you and your friends socialize. The Safe Party Initiative ([geneseo.edu/safeparty](https://www.geneseo.edu/safeparty)) will make sure you're well informed about the effects of alcohol with tips for the party goer and the party thrower including what to do in an emergency, after party transportation and legal information. Training can be requested to cover these topics through the Addiction and Counseling Prevention Program office.

## SUPPORT RESOURCES

L.O.T.U.S. (Living Optimally Through Understanding and Support) is a walk-in support group for students impacted by someone else's (family member, friend, etc.) substance abuse. This is a safe space for students to connect, relate over shared experiences and begin to heal. Meetings are on Tuesdays from 11:00am – 12:00pm in Onondaga South Room 203, with a virtual attendance option available.

S.M.A.R.T. (Self-Management and Recovery Training) is a walk-in group designed to provide support and assistance to students who have struggled with their substance use – currently or in the past. Meetings are on Fridays from 2:30pm – 3:30pm in Onondaga South Room 203, with a virtual attendance option available.

H.A.M.S. (<https://hams.cc/>) is a peer-led support and informational group for anyone who want to change their drinking habits for the better.

Alternative to Addiction (<https://alternativeaddiction.com/Blog>) is a blog from a well-known treatment program that provides information and support.

Individual consultations are available for students to discuss any addiction concerns or other mental health needs by using the My Health student portal and using the "Request a Counseling Services Appointment" option.

Referrals can be provided to Office of Addiction Services and Support (OASAS) approved off-campus treatment providers.

For a full list of addiction counseling and prevention resources, please visit: [geneseo.edu/health/acp-resources](https://www.geneseo.edu/health/acp-resources).

## WEAPONS POLICY

Firearms and dangerous weapons of any type are not permitted on campus. Intentional use, possession or sale of firearms or other dangerous weapons by anyone is a violation of state law and college policy.

[geneseo.edu/policy/firearms-weapons-and-explosives-policy](http://geneseo.edu/policy/firearms-weapons-and-explosives-policy)

## REPORTING CRIMES

All members of the campus community are urged to report criminal incidents, emergencies and suspicious activity. All crimes in-progress, medical and fire emergencies should be reported promptly using one of the methods listed below and officers will be dispatched to the scene immediately:

- Calling (585) 245-5222 or 911 for on-campus emergencies,
- Calling 911 for off-campus emergencies,
- Using the campus emergency blue light phones,
- Using the residence hall door phones (red University Police emergency button), or
- In-person in the University Police Department located in Schrader Hall Room 19.

All other incidents can be reported using the same methods listed above, in addition to reporting to a Campus Security Authority (CSA) or via a Silent Witness report as described in the Safety and Security Responsibilities Section. All reports are classified, logged and responded to thoroughly. Reported crimes handled by University Police are forwarded to the Student Conduct and Community Standards office for potential judicial action. Completed incident reports are kept on file according to retention schedules from both New York State and the Division of Criminal Justice.

## UNFOUNDED CRIMES

The College will not retaliate or allow any retaliation toward a person(s) who reports alleged violations. A crime can only be unfounded if the report is found to be false or baseless. A crime is not considered unfounded if someone is found not guilty, not arrested or not charged. Unfounding is an extreme and rare measure to be used when, using a reasonable investigative standard, sworn law enforcement determine that the reported crime did not happen. Only sworn/commissioned law enforcement can "unfound" a crime. This does not include a district attorney.

## CRIME DEFINITIONS

The Clery Act delineates which violations need to be reported annually. The offense definitions are excerpted from the National Incident-Based Reporting System (NIBRS) edition of the FBI Uniform Crime Reporting (UCR) Handbook. Please note that the New York State Penal Law definitions for criminal offenses may differ slightly from those required for this report. The following are the current reportable offense definitions:

**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. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

**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.

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Criminal Homicide – Manslaughter by Negligence:** The killing of another person through gross negligence.

**Criminal Homicide—Murder and Nonnegligent Manslaughter:** The willful (nonnegligent) killing of one human being by another.

**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.

**Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned—including joyriding.)

**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.

**Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

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

## ARRESTS AND REFERRALS

**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.

**Weapons: Carrying, Possessing, Etc.:** 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.

## HATE CRIMES

**Hate crime:** A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of this section, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

**Destruction/Damage/Vandalism of Property:** 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.

**Intimidation:** 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.

**Larceny-Theft (Except Motor Vehicle Theft):** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

**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.

## VIOLENCE AGAINST WOMEN ACT (VAWA) CRIMES

**Affirmative Consent:** New York State has clarified what "affirmative consent" by all parties involved in sexual activity requires. Affirmative consent is a knowing, voluntary and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity or gender expression. Consent to one sexual act, or prior consensual act, does not necessarily constitute consent to any other sexual act. Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol. Consent may be initially given but withdrawn at any time. Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity (i.e. asleep, intoxication, involuntarily restrained). Consent cannot be given when it is the result of any coercion, intimidation, force or threat of harm. When consent is withdrawn or can no longer be given, sexual activity must stop.

**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. (i) 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. (ii) For the purposes of this definition (A) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. (B) Dating violence does not include acts covered under the definition of domestic violence. (iii) 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 from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. 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.

**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. For the purposes of this definition (A) 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. (B) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim. (C) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. 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.

CAMPUS CRIME STATISTICS												
REPORTING LOCATION	ON-CAMPUS			RESIDENCE HALLS			NON-CAMPUS			PUBLIC PROPERTY		
CRIMES REPORTED	2020	2021	2023	2020	2021	2023	2020	2021	2023	2020	2021	2023
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0	0	0	0
ARSON	0	0	1	0	0	1	0	0	0	0	0	0
BURGLARY	0	0	4	0	0	3	0	1	0	0	0	0
CRIMINAL HOMICIDE - MANSLAUGHTER BY NEGLIGENCE	0	0	0	0	0	0	0	0	0	0	0	0
CRIMINAL HOMICIDE - MURDER AND NONNEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0	0	0	0
FONDLING	1	2	4	1	2	3	0	1	4	0	0	0
INCEST	0	0	0	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0	0	0	0	0
RAPE	1	1	3	1	1	3	0	0	0	0	0	0
STATUTORY RAPE	0	0	0	0	0	0	0	0	0	0	0	0
VIOLATIONS REPORTED	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
LIQUOR LAW—ARREST	0	0	0	0	0	0	1	0	0	0	0	1
LIQUOR LAW—CONDUCT	76	94	91	70	94	91	0	0	0	4	0	0
DRUG LAW—ARREST	1	0	0	1	0	0	0	0	0	0	0	0
DRUG LAW—CONDUCT	1	14	3	1	12	3	0	0	0	0	0	0
WEAPONS—ARREST	1	0	0	0	0	0	0	0	0	0	0	0
WEAPONS—CONDUCT	1	1	0	1	1	0	0	0	0	0	0	0
HATE CRIMES REPORTED	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
DESTRUCTION/VANDALISM	0	0	0	0	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	0	0	0	0	0	0	0	0	0
LARCENY	0	0	0	0	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0	0	0	0	0
VAWA CRIMES REPORTED	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
DATING VIOLENCE	0	1	6	0	1	6	0	0	0	0	0	0
DOMESTIC VIOLENCE	1	0	1	1	0	1	1	0	0	0	0	0
STALKING	0	1	2	0	0	2	0	0	0	0	0	0

# VIOLENCE AGAINST WOMEN ACT (VAWA) PROCEEDINGS

Victims of sexual assault or other assault should be treated by medical personnel as soon as possible. It is recommended NOT to shower, wash, change clothes, comb hair, drink or eat or do anything to alter physical appearance until after a physical examination has been completed. It is also recommended NOT to disturb the area where the crime occurred until a police investigation can take place. Preserve all physical evidence. If clothing has already been changed, save all of what was worn during the assault and do not wash items. Place each item in a separate paper bag, if possible. It is not recommended to use plastic bag. Victims should bring a full change of clothes if visiting a medical facility as those worn during the incident may be kept as evidence.

## VICTIM OPTIONS

If you are a SUNY Geneseo student or employee, and you believe that you are the victim of interpersonal violence, you may choose one or more of the below actions:

1. **Report the incident to and pursue criminal charges through a law enforcement agency.** Upon reviewing the facts of your case, a law enforcement agency may arrest the accused. Thereafter, the District Attorney may decide to prosecute the matter. If so, you may be required to testify. Once criminal charges are initiated, you cannot withdraw charges without the consent of the District Attorney's Office. How to report: call (585) 245-5222 or 911 or in-person in Schrader Hall Room 19.
2. **Report the incident to Student Conduct & Community Standards.** If the accused is a student of the college community, and you want the matter handled internally through the College's conduct system, you may choose to report the incident to Student Conduct and Community Standards. If the accused is found accountable, the College will take action in accordance with its Student Code of Conduct policies and procedures. How to report: Complete the Title IX Incident Form online (<https://www.geneseo.edu/conduct/conduct-forms>) or in-person in Doty Hall Room 303. Title IX will forward the completed investigation of the incident to Student Conduct when it's completed.
3. **Report the incident to Title IX.** Sexual assault and acts of interpersonal violence are considered to be a severe form of sexual harassment, you may wish to file a sexual harassment grievance with the College's Title IX Coordinator. This person is responsible for ensuring a non-discriminatory campus environment that is free from harassment. The Title IX Coordinator will undertake an investigation that may involve taking statements from you, the accused and any pertinent witnesses. They will provide support services and referrals. How to report: complete the Title IX Incident Form online (<https://www.geneseo.edu/titleix>) or in-person in Doty Hall Room 303.
4. **Report the incident but not pursue any further actions.** You may choose to report the incident to one, or more, of the above entities and also choose not to proceed further. However, an anonymous report about the incident (date, time, location) will be shared with Student Conduct and Community Standards, Title IX and University Police to ensure accurate sexual assault records are maintained. In an effort to prevent similar incidents from occurring, the College may take all reasonable steps to investigate and respond to the complaint consistent with your request. Please be aware that a request to remain anonymous may limit the College's ability to take action on your report.

## STUDENT CODE OF CONDUCT PROCEEDINGS

The institutional code of conduct will provide a fair, prompt and impartial process from investigation to final result. The investigation and any hearing will be conducted by those who receive annual training on issues related to VAWA crimes, how to conduct an investigation and a hearing process that protects the reporting individuals safety and promotes accountability.

Parties are entitled to the same opportunities to have an advisor of their choice present at any hearing and related meetings. There is no limit to the choice of an advisor; however, the parties are responsible for presenting evidence on their own behalf. Advisors may speak privately to their advisee during the proceeding, and cannot present evidence or cross-question witnesses.

Parties will be informed simultaneously in writing of the outcome of the process, the availability of any appeal procedures and when the results become final after any appeals; this does not constitute a violation of the Family Educational Rights and Privacy Act (FERPA). If the alleged victim is deceased as a result of such crime or offense, the next of kin may obtain these results.

**The outcome of a conduct proceeding is the College's final determination with respect to the alleged sex offense.**

A full outline of Student Conduct process can be found at: [geneseo.edu/titleix/sexual-violence-response-policy](https://www.geneseo.edu/titleix/sexual-violence-response-policy).

## STUDENT CODE OF CONDUCT SANCTIONS

Following a final determination of an institutional disciplinary procedure for cases of dating violence, domestic violence or stalking, the following sanctions or protective measures may be imposed: Written Warning, Conduct Probation, Deferred Suspension, College Suspension, Loss of Privileges, Restitution, Discretionary Sanctions, Deferred Removal from College Residence Halls, Residence Hall Suspension, Residence Hall Dismissal, Withholding a degree, Revocation of admission or degree, Conditional Discharge or College Dismissal (expulsion).

For students who are found responsible for sexual assault, rape or acquaintance rape, the only sanctions are as follows: College Suspension or College Dismissal (expulsion).

## CONFIDENTIALITY

Personally identifiable information about victims will not be included in any publicly available record-keeping, including the reporting and disclosure of crime statistics. Personally identifiable information about victims contained in records is only available to staff directly involved with the incident reporting, investigation and proceedings. When a formal investigation is requested through Title IX, parties are sent a non-disclosure agreement to sign which outlines confidentiality. SUNY Geneseo will maintain as confidential any accommodations or protective measures provided to the victims, so long as it does not impair the ability to provide such services.

## EMPLOYEE RESOURCES

The College has implemented measures to address and prevent sexual harassment and is taking additional affirmative steps to increase awareness of, and sensitivity to, all forms of sexual harassment in order to maintain a workplace and learning environment free of its harmful effects. SUNY Geneseo will provide annual mandatory training to all employees, in order to provide pertaining to definitions, reporting options, grievance procedures, and strategies for prevention. New employees are required to complete video training, which also provides information on the Title IX Grievance Policy and Sexual Violence Response Policy.

The SUNY Geneseo Employee Assistance Program (EAP) is a peer assistance program jointly sponsored by labor and management. EAP provides confidential information, assistance, support and referral services to New York State employees and their family members. The Hotline can be reach at (800) 822-0244 for immediate assistance. The on-campus phone number is (585) 245-5740 and campus coordinators will respond within 24 hours.

[geneseo.edu/eap](http://geneseo.edu/eap)

## SEX OFFENDER REGISTRATION ACT

This act requires the NYS Division of Criminal Justice Services (DCJS) to maintain a Sex Offender Registry. The registry contains information on sex offenders classified according to their risk of re-offending, which are: Level 1 (low risk), Level 2 (moderate risk) and Level 3 (high risk).

In New York State, registered sex offenders are required to notify DCJS of any institution of higher education at which he or she is, or expects to be, whether for compensation or not, enrolled, attending or employed, and whether such sex offender resides or expects to reside in a facility operated by the institution. Changes in status at the institution of higher education must also be reported to DCJS no later than ten (10) days after such change. Once notified by DCJS that a Level 2 or Level 3 sex offender is enrolled or employed at the College, University Police will follow procedures to notify the College community.

The NYS Sex Offender Registry can be found at: [criminaljustice.ny.gov/nsor](http://criminaljustice.ny.gov/nsor).



## PREVENTION

Title IX provides weekly education programs in the residence halls called Title IX Tuesdays covering topics including healthy relationships, healthy sex practices, healing from trauma, white supremacy, sexual assault and behaviors of grooming. They also present weekly events in October (Domestic Violence Awareness Month) and April (Sexual Assault Awareness Month), including the Love Shouldn't Hurt campaign. This campaign focuses on healthy relationships and sexual assault awareness. Educational programs include workshops such as A Walk in Their Shoes, which is an interactive event where participants can experience issues and barriers occurring in an abusive relationship. Title IX also partners with Addiction Counseling and Prevention and Fraternal Life in offering self-defense classes to students to learn how to protect themselves from a potential attack.

New student orientation training includes an overview of the supportive measures and processes available to students who disclose incidents of sexual harassment. This training also covers bystander intervention and the different ways to be an active bystander if they witness something happening. New student also complete the SUNY SPARC online course which talks about how to identify the crimes of sexual assault, domestic and dating violence and stalking, what it means to be in a healthy relationship, as well as local resources on-campus. This online course also includes bystander intervention and how to take a proactive role.

## SUPPORT RESOURCES

Title IX will provide information to students and employees about existing and available resources and to victims regarding their rights and options including: counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services available in the community and on campus to victims of dating violence, domestic violence, sexual assault, and stalking. This information will be provided by Title IX during the initial intake of incident information and can be found in brochures and on the Title IX website. Whether or not you choose to file a formal complaint, students and faculty are entitled to supportive measures. These include:

- **Academic accommodations:** Modifications to class schedule for either party, granting extensions for coursework or granting a leave of absence. Title IX works with the Dean of Students to secure these accommodations without revealing specific details regarding the student's situation.
- **Housing accommodations:** Relocation of either party. The reporter may choose to move, but in certain circumstances, the responder may be required to move.
- **Police escort services**
- **No-Contact Orders:** Prohibits all contact between reporter and responder, including in person, over the phone, through social media and/or through others. If the No-Contact Order is violated, the student(s) will be subject to the Student Code of Conduct.
- **Counseling services:** Through our community partner, RESTORE, students have access to free, confidential counseling services. Students may also be connected to counseling services through Lauderdale Health and Counseling or to off-campus therapists in Livingston County.
- **Work schedule modifications:** In the case that both parties work together on campus, alternate work schedules may be arranged.
- **Emergency removal:** In the case that an accused party poses an immediate threat to the physical health or safety of an individual on campus, SUNY Geneseo may justify their immediate removal.
- **Other: Each case is unique and may require different accommodations** to ensure that all parties feel safe and comfortable on campus. The Title IX Coordinator may make accommodations on a case-by-case basis.

### Related Support Services Websites

RESTORE ~ <https://restoresas.org/>

SUNY SAVR ~ <https://www.suny.edu/violence-response/>

Chances & Changes ~ <https://chancesandchanges.org/>

Out Alliance ~ <https://rochesterrainbowunion.com/>

Mocha Center ~ <https://www.trilliumhealth.org/patient-and-community-services/mocha-center>

The safety of everyone who resides in campus residence halls is of paramount importance. Ensuring fire safety is a shared responsibility borne to those who either live within or visit residence halls. The following will highlight important policies which have been established to reduce the opportunity for fire to occur.

## RESIDENCE HALL FIRE SAFETY SYSTEMS

All residence halls have fire alarm monitoring by University Police, a full sprinkler system in both common areas and individual areas, smoke detection, fire extinguishing devices and plans for emergency evacuation. Four (4) unannounced fire drills are held per year in each residence hall. During the 2022 calendar year there were 132 fire drills across campus, 65 of which were in residence halls.

## APPLIANCES IN RESIDENCE HALLS

Residential housing is subject to mandated life safety codes by New York State and the NYS Office of Fire Preventing and Control (OFPC). The College is required to support these expectations to protect our students and community and thus have developed policies and procedures to comply with State expectations. Guidelines are, for the most part, decided on by the New York State Fire Inspector and SUNY Geneseo's Environmental Health and Safety office.

Prohibited actions include tampering with the fire alarm system, hanging items from the alarm or sprinkler system, not leaving the building during a fire alarm, egress (items blocking paths or exits in hallways or rooms), cooking in any bedroom (each hall has at least one community kitchen) and hanging cords from ceilings, affixed to walls or crossing hallways. Note: smoking is prohibited in all campus buildings.

Prohibited items include candles or incense (even unburnt), wax warmers, cooking appliances with induction cook tops (i.e. George Foreman grills), toasters, hot plates, crock pots, cut trees or plants, curtains, decorations larger than 20% of the wall or 50% of the door or touching the ceiling or fire equipment, personal items closer than 18" from any sprinkler head, tapestries, flammable materials (i.e. lighter fluid, propane), items powered by combustible fuels (i.e. motorcycles), fireworks, explosives, corrosive or poisonous chemicals, halogen bulbs or lights, non-UL approved electronics, space heaters, air conditioners, multi-plug adaptors and extension cords. Note: UL-approved power strips with an on/off switch and ability to be reset are permitted but cannot be plugged into each other. Some items are permitted but have restrictions including heating pads and blankets, humidifiers, personal furniture, pets, refrigerator, microwave, string lights.



[geneseo.edu/residence-life/fire-safety-and-prohibited-items](https://geneseo.edu/residence-life/fire-safety-and-prohibited-items)

## OPEN FLAME POLICY

To reduce the risk of injury to people or destruction of property, the use of fire is prohibited in all campus buildings except for: commercial cooking in areas operated by Campus Auxiliary Service (CAS), votive decorations used by CAS during catering events, for religious purposes in residence hall lounge areas, in theatrical performances, Physics metal working shop, Heating Plant tool room, Facilities garage and welding shop, CIT audio-visual shop and ISC zone shop. NYS Fire Code requirements must be met for these exceptions, and in some cases, prior approval is required.

[geneseo.edu/policy/open-flame-policy](https://geneseo.edu/policy/open-flame-policy)

## FIRE PROCEDURES

Staff and students are instructed to pull the nearest fire alarm as they are leaving the building, if they can do so without risking their safety. Any and all fires need to be reported to University Police to maintain accurate records for reporting purposes. University Police will notify all other relevant College departments.

## FIRE SAFETY TRAINING AND PREVENTION

Fire safety education programs are held at the beginning of each semester for all students living in on-campus residence halls and all employees that have any association with on-campus student housing. These programs are designed to familiarize everyone with the fire safety system in each housing facility, train everyone on the procedures to follow in case there is a fire and communicate information on the College's fire safety policies. During these programs, trainers emphasize that participating in fire drills is mandatory. Students with disabilities who self-disclose are given the opportunity to discuss evacuation options with Residence Life or Accessibility Services staff members.

Fire safety education programs for students are taught by Residence Life staff. Fire safety programs for Residence Life and other staff members are taught by the Environmental Health and Safety Office, local fire authorities or the New York State Office of Fire Prevention and Control. Residence Life staff receive hands-on fire extinguisher training each year but are not expected to fight fires.

## FIRE LOG

SUNY Geneseo's fire log is maintained and available by contacting University Police. The following charts represent a compilation of fires that occurred in campus residence halls during the period noted and relevant details related to the fires reported. Note, cases of arson would also appear in the Reporting Crimes section of this report in the Campus Crime Statistics chart.

FIRES BY RESIDENCE HALL																	
	ALLEGANY	ERIE	GENESEE	JONES	LIVINGSTON	MONROE	NASSAU	NIAGARA	ONONDAGA	ONTARIO	PUTNAM	SARATOGA	SENECA	STEBEN	SUFFOLK	WAYNE	WYOMING
2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
2022	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	1	0

REPORTED FIRE DETAILS					
YEAR	LOCATION	CAUSE	RELATED INJURIES	RELATED DEATHS	PROPERTY DAMAGE
2021	WYOMING	EL	NONE	NONE	NONE
2022	GENESEE	OF	NONE	NONE	\$0—\$99
2022	PUTNAM	C	NONE	NONE	\$100—\$999
2022	WAYNE	C	NONE	NONE	\$100—\$999

CAUSE KEY:      AR = ARSON      HE = HEATING EQUIPMENT      HM = HAZARDOUS MATERIAL      N = NATURAL      OF = OPEN FLAME  
                     C = COOKING      EL = ELECTRICAL      MACH = MACHINERY      O = OTHER      SM = SMOKING MATERIAL