## Ponce Health Sciences University

## ANNUAL SAFETY AND SECURITY REPORT

For Years 2020, 2021, 2022

Submitted on: September 2023 By: Rossane E. West-Muñoz Security and Facilities Director (General Services)







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#### Introduction

This Annual Safety and Security Report was prepared for the specific use of the Academic Community of Ponce Health Sciences University and is intended to promote, create and maintain a safe and secure environment. The report will be available to the students, employees and general public on the Web Page: <a href="www.psm.edu">www.psm.edu</a>

Also, the Campus Safety and Security Survey is accessible online at <a href="http://ope.ed.gov/campussafety">http://ope.ed.gov/campussafety</a>, following this steps:

- Get Data for One School
- Name: Ponce Health Sciences University
- City: Ponce (for Main and East) or Santurce (for Centro Universitario de San Juan)
- Select

As a postsecondary education institution that participates in the Federal Student Financial Assistance Program, Ponce Health Sciences University has been required to disclose crime statistics that happen on campus or adjacent to campus, and to keep a daily **crime log**.

In compliance with the **Jeanne Cleary Act**, Ponce Health Sciences University discloses in this Annual Safety and Security Report campus crime data.

Ponce Health Sciences University has as one of its main objectives to monitor and provide a safe and secure environment to students, personnel and visitors at all times.

The institution promotes an environment of study and work with respect. The organization has also established its institutional policy on the use of controlled substances and alcohol abuse.

If we all work together, students and employees might efficiently handle emergency situations if they arise.

Anyone who violates any state or federal statute shall be subject to disciplinary measures imposed by institutional regulations and/or be prosecuted civilly or criminally under state or federal law.

#### **Clery Act**

The Clery Act requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses, as well as security policies.

The law is named after Jeanne Clery, a 19-year-old Lehigh University student who was raped and murdered in her campus residence hall in 1986. Her murder triggered a backlash against unreported crime on campuses across the country.



Under the Clery Act, a school must report to the Department of Education and disclose in its Annual Security Report statistics for the three most recently completed calendar years. Institutions also must submit their crime statistics to the Department of Education as part of the annual data collection and survey and that are reported to local police agencies or to another official (as determined by the institution) campus security authority (CSA).

#### Information from the Federal Student Aid Handbook (United States Department of Education)

In 1990, Congress passed the Crime Awareness and Campus Security Act (CACSA) amendments to the Higher Education Act of 1965 (HEA). Amendments to CACSA in 1998 renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act) in memory of a student who was murdered in her dorm room. In 2013, Congress passed the Violence Against Women Reauthorization Act (VAWA), which included additional amendments to the Clery Act.

The Clery Act requires that all postsecondary institutions participating in Title IV student financial assistance programs disclose campus crime statistics and other security information to students and the public. The **VAWA** amendments added requirements that institutions disclose statistics, policies and programs related to dating violence, domestic violence, sexual assault, and stalking, among other changes.

Consistent with the statutory and regulatory framework, and interpretive principles, the Department will continue to apply the plain meaning of terms contained within each Clery requirement. The Department will accept an institution's reasonable interpretation of terms as long as those terms are defined clearly to individuals who review the campus' Clery Act reports. In the event that the Department believes that more specific definitions are required, it will engage in future negotiated rulemaking to ensure that institutions and the public have an opportunity to comment on those definitions.

The Clery Act requires institutions to develop and implement specific campus safety and crime prevention policies and procedures. Previous versions of the Department's Clery guidance created additional requirements or expanded the scope beyond what is strictly required by statute or regulation. Despite the fact that guidance does not have the force of law or regulations, institutions felt pressured to satisfy requirements found in the guidance or risk serious financial and reputational consequences. This Appendix provides simple, plain-language explanations of Clery Act requirements found in, and adherent to, relevant statutory and regulatory authority.

Every year, PHSU provides, as requested, to the United States Department of Education with campus crime statistics and other security information to students and the public, This is known as the **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act** (**Jeanne Clery Act**). Also, the institution discloses **VAWA offenses** (Violence Against Women Reauthorization Act).

The institution's data is available online at <a href="http://ope.ed.gov/campussafety">http://ope.ed.gov/campussafety</a>.



The Security Guards are an entity of safety and security and are not to judge any of the parties involved. For any questions or doubts, do not hesitate in contact them.

The organization will monitor incidents of this nature and a <u>Daily Crime Log</u> will be completed by the Security Department every day and kept in the security booth/station in the Academic Area until the end of the year. By then, it will be sent to the General Service Department.

<u>Drugs and alcohol</u> - Ponce Health Sciences University prohibits the abuse of alcohol within the PHSU community. The possession, distribution or use of illegal drugs is ground for immediate sanction. Smoking is prohibited on school grounds. Violence will not be tolerated within academic community or on the institution or affiliated facilities.

The Security Guards are an entity of safety and security and are not to judge any of the parties involved.

The organization will monitor incidents of this nature and a Daily Crime Log will completed by the Security Department every day and kept in the security booth/station in the Academic Area until the end of the year. By then, it will be sent to the General Office Department for filing.

#### Clery Act Requirements – The Basics

- Collect, classify, and count crime reports and statistics
- Issue campus alerts and warning notices
- Publish an Annual Security Report (Due date: October 1)
- Disclose missing student notification procedures, when applicable
- Submit crime and fire statistics to the Department, when applicable
- Disclose procedures for institutional disciplinary actions
- Provide educational programs and campaigns
- Keep a daily crime log, when applicable
- Disclose fire safety information, when applicable

The Department is committed to ensuring institutional compliance with the Clery Act and providing guidance to institutions that will enable them to maintain a safe and secure campus environment.

#### **Crimes and Reporting**

Under the Clery Act, a school must report to the Department and disclose in its Annual Security Report statistics for the three most recently completed calendar years. Institutions also must submit their crime statistics to the Department as part of the annual data collection and survey that occurred on or within its Clery Geography and that are reported to local police agencies or to another official (as determined by the institution) campus security authority (CSA).

As outlined in 34 CFR 668.46(c)(2), Clery Act reporting does not require the institution to initiate an investigation or disclose personally identifiable information (PII) about the victim.



#### **Security Services**

Ponce Health Sciences University has a team of unarmed Security Guards which will cover all facilities to ensure the safety of everyone in the institution. Concerned with the safety and welfare of its employees and students, the institution has two security stations: one in the Academic Area and another one in the Administration Area.

For safety and security reasons, everyone's effort is required. Safety begins with each of us. In order to provide this important service, students and employees must follow some basic safety and security rules:

- Use your ID card while you are within the facilities.
- All cars must have their parking permits in a visible place.
- Report suspected problems immediately to school officials, without compromising your own safety.

For information or assistance we must turn to the Security Guards (ext.2249 or 2250) and/ or the Office of General Services (ext.2118 or 2265).

The Security Department of the institution has a group of Security Guards compromised with the responsibility of ensuring the safety of staff, students and visitors, and protect the property of the institution 24 hours a day, 7 days a week.

Remember, the Security Guards are here to serve you. Do not hesitate to notify them immediately any suspicious or unusual situation.

#### **Personal Protection**

#### **Recommendations for personal protection:**

- 1. Always be alert and watch carefully what happens around you.
- 2. Do not take unnecessary risks.
- 3. Do not walk in dark areas. If you need escort to your car or classroom, ask the Security Guard to do so.
- 4. Avoid walking less traveled places, desolate areas, vacant buildings, alleys or parking lots.
- 5. Avoid taking shortcuts through dark places and desolate buildings.
- 6. Report suspected problems immediately to school officials, without compromising your own safety.



#### **Report Criminal Acts**

Should there be any criminal action within the facilities of the institution, the first thing to do is inform the Security Guard on duty, whose primary mission is to ensure order and security.

The booths/stations of the Security Guards are located in the Academic area and in the area of administration.

#### In case of a criminal act:

The Security Guard shall immediately investigate cases to determine the variety of acts or facts and call immediately the appropriate authorities and submit its report to the appropriate school authorities and local police.

If the act constitutes a **crime under the laws of the Commonwealth of Puerto Rico**, it will be referred directly to the State Police Department.

If a <u>student is involved</u> in the criminal act, the Security Guard shall immediately notify the Dean of Students or designee.

If <u>an employee is involved</u> in the situation, the Security Guard shall notify/involve immediately the Office of Human Resources for appropriate action.

In case of a <u>missing person</u> notification, the first thing to do is to inform the Security Guard immediately, who will call immediately the local police and all corresponding authorities.

In case of an <u>active shooter</u> situation, here are the answers/recommendations from FEMA (Federal Emergency Management Agency).

The following information was extracted from fema.gov.

#### **Active Shooter Answer Key**

1. U.S. government agencies—including the White House, U.S. Department of Justice/Federal Bureau of Investigation, U.S. Department of Education, and U.S. Department of Homeland Security/Federal Emergency Management Agency—define an active shooter as "an individual actively engaged in killing or attempting to kill people in a confined and populated area."

In an active shooter situation, the U.S. Department of Homeland Security recommends the following:

- Be aware of your surroundings and any possible dangers.
- Take note of the two nearest exits in any facility you visit.
- If you are in an office, stay there and secure the door.
- If you are in a hallway, get into a room and secure the door.
- As a last resort, attempt to take the active shooter down. When the shooter is at close range



and you cannot flee, your chance of survival is much greater if you try to incapacitate him/her.

- Call 911 when it is safe to do so.
- 2. "Run," "Hide," and "Fight" are the actions that both the Federal Bureau of Investigation and U.S. Department of Homeland Security recommend in an active shooter situation. Each action is explained in further detail below: Run If possible, attempt to evacuate the premises.

#### Be sure to:

- Have an escape route and plan in mind.
- Evacuate regardless of whether others agree to follow.
- Leave your belongings behind.
- Help others escape, if possible.
- Prevent individuals from entering an area where the active shooter may be.
- Keep your hands visible when engaging with law enforcement.
- Follow the instructions of any police officers.
- Do not attempt to move wounded people.
- Call 911 when you are safe. Hide If evacuation is not possible, find a place to hide where the active shooter is less likely to find you.

#### Your hiding place should:

- Be out of view.
- Provide protection if shots are fired in your direction (i.e., an office with a closed and locked door).
- Not trap you or restrict your options for movement.
- Can prevent an active shooter from entering. (i.e. you should be able to lock the door).
- Blockade the door with heavy furniture.

#### *If the active shooter is nearby:*

- Lock the door. Silence your cell phone and/or pager.
- Turn off any source of noise (radios, televisions).
- Hide behind large items (cabinets, desks).
- Remain quiet.
- If evacuation and hiding are not possible, remain calm.
- Dial 911, if possible, to alert police to the active shooter's location. o If you cannot speak, leave the line open and allow the dispatcher to listen.

## Active Shooter Answer Key Fight As a last resort, attempt to disrupt and/or incapacitate the active shooter by:

- Acting as aggressively as possible against him/her.
- Throwing items and improvising weapons.
- Yelling.
- Committing to your actions.

If there is more than one Active Shooter and/or if the Active Shooter has other weapons in addition to a gun, the Run, Hide, and Fight method still applies. Apply the most appropriate method for the situation.



More information about Active Shooter Preparedness may be found at: https://www.dhs.gov/active-shooter-preparedness

- 3. Remaining silent in an active shooter situation is of critical importance. One way to accomplish this is to shut off your cell phone or put it on mute. As turning off or muting your cell phone varies slightly by manufacturer, you should take a moment to familiarize yourself with this process and then practice so that it can be done quickly.
- 4. Try to memorize at least one or two phone numbers of family members or loved ones in case your cell phone is lost or damaged. In addition, establish a family communications plan.
- 5. The phrase, "If you see something, say something," is used throughout the nation. The U.S. Department of Homeland Security defines suspicious behavior as any observed behavior that could indicate terrorism or terrorism-related crime. This includes, but is not limited to: Unusual items or situations: A vehicle is parked in an odd location, luggage or a package is left unattended, a window/door that is usually closed is open, or some other out-of-the-ordinary situation occurs. Eliciting Information: A person questions individuals at a level beyond idle curiosity about a building's purpose, operations, security procedures and/or personnel, shift changes, etc. Observation/Surveillance: Someone pays unusual attention to facilities or buildings, beyond a casual or professional interest. This includes extended loitering without explanation (particularly in concealed locations); unusual, repeated, and/or prolonged observation of a building (e.g., with binoculars or video camera); taking notes or measurements; counting paces; sketching floor plans, etc.
- 6. When visiting a new place, make sure to take note of at least two emergency exits nearby in case of an Active Shooter. It is extremely important to try and run from the shooter if possible, before hiding or fighting. If you are forced to hide, make sure you draw all the blinds, turn off the lights, and remain extremely quiet.
- 7. After an Active Shooter incident, it is important to interact appropriately with law enforcement. A few recommendations include:
  - Keep your hands visible and empty as you interact with them.
  - Allow law enforcement to end the incident, which might entail their walking past wounded people along the way. Active Shooter Answer Key
  - Follow law enforcement instructions and evacuate in the direction they come from, unless otherwise instructed.
  - Take care of yourself before helping any wounded individuals.
  - While waiting for Emergency Medical Services, provide first aid apply direct pressure to bleeding areas and use tourniquets if you have been trained to do so.
  - Turn wounded people onto their sides if they are unconscious and make sure they are warm.
  - Consider seeking a mental health provider to help yourself and your loved ones process the trauma of this event.

To learn more about suspicious behavior, please visit: <a href="https://www.dhs.gov/see-something-saysomething/what-suspicious-activity">https://www.dhs.gov/see-something-saysomething/what-suspicious-activity</a>.



#### Security within the physical facilities

Ponce Health Sciences University take measures toward the protection of the physical facilities, parking areas and premises as well. Among the components of the facilities security are:

- A work plan for trees and leafy bushes pruned
- A preventive lighting system maintenance of the physical facilities
- Communication equipment like radios and telephones
- Security camera system
- Control access system to control the entry by unauthorized persons
- Continuous preventive rounds by the Security Guards

#### **Parking Areas**

- There are designated parking areas for faculty, for students, administrative staff and visitors.
- All cars must have their parking permit visible.
- Cars parked outside the school property are not under institutional control. Municipal and state authorities/police are responsible for safety on the streets and roads of Puerto Rico.

#### Law Enforcement on Campus

#### **Command Line (Authority)**

- 1. The President is the final authority and sometimes may speak directly with security guards in relation to the safety and security of staff and students of the institution.
- 2. Security Department reports directly to the Office of the Director of Facilities and Security and coordinates the activities and guidelines governing that office.
- 3. The Security Guards of the institution and the Municipal Police work together to lower criminal acts around premises.
- 4. The VP of Students and/or the Personnel Director will be involved/notified immediately if a crime/situation arises, depending on the people involved.



#### **Staff and Students Responsibility**

Ponce Health Sciences University has a team of unarmed Security Guards to ensure the safety of everyone in the institution, but it is important to remember that everyone is responsible for their own safety.

We encourage all to report any act or offense immediately to the Security Guards or the local police, and to follow the basic security rules.

#### **Public Policy Regarding Visitors in Ponce Health Sciences University**

It is established as a policy of this institution that:

- 1. No personal visits will be received during working hours.
- 2. Sometimes there are specific situations that require immediate attention. For this, the Security Guard will call the receptionist or the involved employee, and will allow the visitor to park in the waiting area for a maximum of 10 minutes, where the employee will go and meet with his/her visitor. If the employee cannot go out to meet the visitor, then the employee will authorize the visitors entry to his/her office.
- 3. For safety reasons, avoid bringing children to the facilities.

#### **Rules and Measures for Safety and Security**

- Have your ID visible at all times.
- If you observe any irregularities (theft, damage to cars, vandalism, assault, etc.), you should inform the Security Guard immediately (787-840-2575 ext. 2250 or 2249).
- All vehicles, regardless of person, must be identified with a parking permit. Vehicle that is not properly identified, cannot enter the institution's parking lots.
- Park in reverse and in the designated areas.
- Top speed limit is 5mph.
- If at some point you need to leave your vehicle within the facilities for more than a day, it must be approved by the Security and Facilities Director.
- If another person comes to pick up the vehicle from a student or employee, it must be previously informed to the Security Department.



- No smoking inside the premises; there are signs that indicate so.
- The Student Lounge schedule: Monday to Friday 7:00am-11:00pm, Saturday 7:00am-5:00pm. Sunday and holidays Closed. This schedule might change.
- If there is any activity where people from outside the institution will participate, it must be notified and authorized in advance (and/or prior notice).
- Visitors have to register with the security staff.
- Under no circumstances should access be given to another person through the access control System card. The access control card is for the sole use of the owner. Under any circumstances, the access system card should not be given to another person other than the assigned user.
- Do not leave personal belongings unattended.
- In case of an emergency, you must identify the emergency exits.
- Park your vehicle in a safe place and in reverse.
- Do not leave items visible in the car or envelopes with names and addresses.
- When walking to your car, have the keys in hand and look around very carefully.
  - Do not walk through dark and lonely places, and if necessary ask the Security Guard for escort.
- Report if there is a particular situation such as harassment or domestic/violence protection, etc.

#### If you have any questions, please contact:

#### **Ponce Health Sciences University**

Security Supervisor: 787-840-2575 #2250 787-375-1778

Emergency number: 787-840-6610

Facilities Supervisor: 787-381-6488

Safety Officer: 787-447-0697

General Services Director: 787-381-5595



#### **Sexual Assault**

Sexual Assault, On–campus, Off campus and/or in official activities

Call Campus Security at 787-840-6610 (Emergency Number at PHSU), and they will contact:

- Emergency medical response personnel (911);
- VP of Student Affairs, if victim is a student; Department of Human Resources if an employee;
- PHSU Counseling staff.
- Compliance Officer
- Safety Officer

The VP of Student Affairs or Department of Human Resources will contact the President, Chancellor, and family members if requested by the victim.

#### Suicide

Suicide and Other Incidents Resulting in Death, On-Campus and Off- Campus

Call Campus security at 787-840-6610 and they will contact: Emergency Medical Personnel (911)

- Ponce Police Department;
- VP of Student Affairs, if students involved;
- Department of Human Resources, if employees involved;
- Safety Officer and clean-up crew, where blood or other dangerous situations exist (on-campus);
- Compliance/Legal officer

After the situation is stabilized, the above staff will determine the need for counseling services, and will contact counselors if the need is indicated. The VP of Student Affairs or the Director of Human Resources will contact the appropriate dean, and the Chancellor. The Chancellor contacts the President and asks instructions on who will contact the victim's family.

#### **Severe Emotional Crisis**

Severe Emotional Crisis/Attempted Suicide, On–Campus, Off campus and/or in official activities

Call Campus security at **787-840-6610** and they will contact:

- Emergency medical personnel;
- VP of Student Affairs, if a student; Department of Human Resources, if an employee;
- PHSU Counseling Center;



- Compliance/Legal Officer
- Safety Officer, where either blood or another dangerous condition is present;
- Ponce Police Department if necessary

VP of Student Affairs, or the Department of Human Resources will contact the appropriate Dean, Chancellor, and the President. The VP of Student Affairs, the Department of Human Resources, the counselor, or the emergency room physician will contact the student's or employee's family.

#### **Medical Emergencies**

In case of a medical emergency, the affected person might receive first medical evaluation at **Ponce Health Sciences University Wellness Center** during regular hours. If necessary, 911 (Emergency) should be contacted or **787-840-6610** (Campus Security).

#### **Active Assailant Emergency**

#### Current Progression of an Active Assailant Emergency

In case of an active assailant emergency, please contact **787-840-6610** (Campus Security) or dial 911 (Emergency) f. Campus Security will contact:

- Ponce Police Department
- Campus Security will call the Ponce Health Sciences University Response Team.
- The PHSU Safety Officer will confer to gain a full understanding of what is occurring in order to draft an initial emergency alert message to be delivered to the campus community.
- The Safety Officer will contact the CFO, the Chancellor, and/or the President for authorization to deliver an initial emergency alert message and approval of the draft message. Once approved, the Safety Officer will initiate delivery of the message.
- ReGroup Alert Message, PHSU key emergency broadcast tool, requires an internet connection and a computing device.
- Once initiated, the text message will then be sent to the subscribed cell phone numbers and Ponce Health Sciences University affiliated email addresses.
- It is at the discretion of the University President or designee to convene the Emergency Response Team to determine follow up actions.
- The Crisis Communication and Media Alert Team (see team composition below) will take responsibility over Ponce Health Sciences University website communications and will send more detailed information about the incident via email and text message. They will also lead communications via text message and email to family and community members who are subscribed to "Family Alerts". The Crisis Communication and Media Alert Team handles all media inquiries.



**Follow-up** After the initial emergency message is sent, it will be the responsibility of the Crisis Communication and Media Alert Team to determine follow-up messaging as well as the frequency of that messaging. Follow-up messages might be sent as frequently as possible, even if the messages indicate that "there are no updates at this time"—the Crisis Communication and Media Alert Team is responsible for determining the frequency of the messaging.

#### Crisis Communication an Media Alert Team:

- President
- Chief Academic Officer
- Ponce Research Institute (PRI) President
- Marketing and Enrollment VP
- Student Affairs VP
- Compliance Officer/Legal
- Environmental Health and Safety Officer

#### **Fire Prevention Plan**

- 1. Prevention measures, actions, and escape routes in case of evacuation of buildings according to the type of disaster are important to know. Follow the escape routes and reach the nearest assembly or meeting point. To prevent a fire incident, you must do the following:
- ✓ No smoking on the premises of the institution.
- ✓ Due to the risk of fire or injury to property and employees, the use of space heaters and/or electrical heating accessories is not allowed in the facilities.
- ✓ At all times, the doors, corridors, and stairs are to be kept free of obstacles.
- ✓ All the emergency exits are identified and illuminated.
- ✓ The electrical installations are inspected frequently and if any risk is identified, it should be corrected by a certified electrician.
- ✓ Fire extinguishers and fire hoses are to be kept identified, always inspected and accessible.
- ✓ The sprinkler systems and fire alarms are inspected a minimum of once a year.
- ✓ The inspection of the Fire Department is renewed annually by the Department of Health and Safety of Puerto Rico.
- ✓ The staff will receive training on the handling of fire extinguishers.
- ✓ Large quantities of flammable materials will not be stored in. The inventory will be stored in cabinets suitable for that purpose. The flammable liquids must be kept in their original containers.
- ✓ As practice for the prevention of fires, drills and lectures will be held, planned, and executed under the supervision of the Fire Department.
- ✓ It is not allowed to light candles or incense in any part of the Institution.



#### A. Fire Emergency Plan

The magnitude of a fire varies from a simple outbreak that can easily be controlled to large fires that can cause the loss of life and properties. This plan has been designated for employees and students to be familiar with the same and be able to for any emergency that arises.

#### **During a fire emergency**

- 1. If a person detects a fire in the premises of Ponce Health Sciences University may give the notice to the security guard and call the Fire Department (9-1-1).
- 2. Initiate a building evacuation using the nearest alarm pull station.
- 3. Use the nearest safe exit route to exit the building. Close all doors on the way out to prevent the spread of smoke and fire.
- 4. After exiting, immediately proceed to the assembly point and wait for further instructions.
- 5. Do not re-enter the building and/or remove any vehicle from parking spaces until the all-clear is given by the Fire Department.
- 6. If the fire is incipient, it can be controlled with the fire extinguishers; but if it is a major fire, it should only be handled by the Fire Department.

#### After a fire emergency

Designated personnel will investigate the fire causes with the help of the Fire Department and prepare a report.

The EHS Manager and the Director of Facilities and Security will determine whether they will continue with daily activities.

## This Report is available at: www.psm.edu

Emergency Number 7/24: 787-840-6610

During the Orientation Period, students are informed of safety and security highlights to be always considered.



#### Appendix I

#### **TIMELY WARNING NOTIFICATION**

**Environmental, Health and Safety Office** 



## **Environmental, Occupational Health and Safety Timely Warning and Emergency Notification**

The EHS Manager access <u>www.regroup.com</u> to send the message. Academic Community (students, faculty, and personnel) will receive the message by:

- Voice
- Text Messages
- Email

#### **Data Collection**

The Human Resources Department is responsible for sending to the EHS Manager the new employee's information (phone numbers and email) to be included in Regroup.

For student's data collection:

- a. Once the student is enrolled, his/her information goes to a Data Base (Student Information System)
- b. Student information (name, telephones, and emails) is pulled and registered into Regroup System directly from IT Data Base.
- c. Enable to update information, it is the student responsibility to inform any changes to the Register and to the Safety Office at 787-840-2575 ext. 4802 or by email to <a href="mailto:betrodriguez@psm.edu">betrodriguez@psm.edu</a>. In case of the employees, they must inform the Human Resource Department and to the EHS Manager.

In case of an emergency or warning notification, the EHS Manager will send a message using Regroup System, and the Academic Community will receive it directly to the telephone and emails, previously given, by voice and text.

If an emergency arises, special instructions (if any) will be given to the Security Guard immediately by the EHS Manager, the Facilities and Security Director and/or the Personnel Director.

#### BETSY RODRIGUEZ CARABALLO, PhD., MBA

Environmental Occupational Health and Safety Manager



## Appendix II

#### CRISIS COORDINATION COMMITEE MEMBERS

CRI	ISIS COORDINATION COMMITEE M	IEMBERS					
NAME	POSITION	CONTACT NFORMATION					
Dr. David Lenihan	CEO	(314) 614-5005 <u>dlenihan@psm.edu</u>					
Dr. Gino Natalicchio	President	(310) 871-9854 gnatalicchio@psm.edu					
Alejandro Ramírez	CFO	(787) 298-3519 <u>alramirez@psm.edu</u>					
Elisandra Rodríguez	VP Student Affairs	(939) 579-8529 (787) 245-9980 elirodriguez@psm.edu					
Dra. Elizabeth Rivera	Chief Academic Officer	(787) 601-3938 erivera@psm.edu					
Dra. Kenira Thompson	President of Ponce Institute and VP of Research at PHSU	(787) 414-8551 kthompson@psm.edu					
Emsley Vázquez	VP Strategic Marketing and Communication	(787) 664-4607 (Corporativo) (787) 409-8374 (Personal) evazquez@psm.edu emsleyvc81@gmail.com					
Mariela González	San Juan University Center Administrator	(939) 438-2399 margonzalez@psm.edu					
Michael Vega	IT Director	(787) 307-0509 mvega@psm.edu					
Dra. Stefani Schuette	St Louis Campus Director	(636) 399-3908 sschuette@psm.edu					
Rossane West	General Services Director	(787) 381-5595 rwest@psm.edu					
Waleska Murphy	Compliance	wmurphy@psm.edu					
Dra. Betsy Rodríguez	EHS Manager (Safety)	(787) 447-0697 betrodriguez@psm.edu					
Dra. Juliette Rivera	Wellness Center Director	(787) 601-7485 julirivera@psm.edu					



### **Appendix III**

#### **EMERGENCY DIRECTORY**

EMERGENCY DIRECT	ORY						
	9-1-1						
<b>Emergency Services</b>	7						
Sex Crimes	787-765-2285, 787-474-2028 1-800-981-5721						
Manejo de Emergencia Municipal (Ponce)	(787)-840-5353						
Manejo de Emergencia Municipal (Fonce)	(787)-840-5315						
Alcaldía de Ponce	(787)-284-8181						
Bomberos de Puerto Rico (Ponce)	(787)-843-2330						
Manejo de Emergencia Estatal	(787)-844-8272						
Policía Estatal (Ponce)	(787)-284-4040						
Policía Municipal (Ponce)	(787)-848-7090						
Emergencias Médicas Estatal	(787)-843-2550						
Obras Públicas Municipal	(787)-844-7090						
Departamento de Transportación y Obras Públicas (Ponce)	(787)-812-1525						
LUMA Energy	1-844-888-5862						
Autoridad Acueductos y Alcantarillados	(787)-290-2482						
Departamento de Recursos Naturales	(787)-844-4660						
Cruz Roja (Ponce)	(787)-848-3448						

PHSU Emergency Number: 787-840-6610



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Done	0	0	0	
Rape	0	0	0	
Fondling	0	0	0	
Incest	0	0	0	
Statutory rape	0	0	0	
Robbery	0	0	0	
Aggravated assault	0	0	0	
Burglary	0	0	0	
Motor vehicle theft	0	0	0	
Arson	0	0	0	
VAWA Offenses – On Campus	2020	2021	2022	
Domestic Violence	0	0	0	
Dating Violence	0	0	0	
Stalking	0	0	0	
•				
VAWA Offenses – Public Property	2020	2021	2022	
Domestic Violence	0	0	0	
Dating Violence	0	0	0	
Stalking	0	0	0	
Arrests – On Campus	2020	2021	2022	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	
Arrests – Public Property	2020	2021	2022	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	
Elquor law violations	O	U	O	
Disciplinary Actions – On Campus	2020	2021	2022	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	
Disciplinary Actions – Public Property	2020	2021	2022	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	
Unfounded Crimes	2020	2021	2022	
Unfounded Crimes			2022	
Total unfounded crimes	0	0	0	

Submitted by:

Mr. Elbert Matos-Caraballo

Security Supervisor (787) 375-1778

Revised by:

Betsy Rodríguez-Caraballo, Ph.D. Environmental Health and Safety (787) 447-0697

September 2023

Criminal Offenses – On Campus	2020	2021	2022	
Murder/Non-negligent manslaughter	0	0	0	
Manslaughter by Negligence	0	0	0	
Rape	0	0	0	
Fondling	0	0	0	
Incest	0	0	0	
Statutory rape	0	0	0	
Robbery	0	0	0	
Aggravated assault	0	0	0	
Burglary	0	0	0	
Motor vehicle theft	0	0	0	
Arson	0	0	0	
Criminal Offenses – Public Property	2020	2021	2022	
Murder/Non-negligent manslaughter	0	0	0	
Manslaughter by Negligence	0	0	0	
Rape	0	0	0	
Fondling	0	0	0	
Incest	0	0	0	
Statutory rape	0	0	0	
Robbery	0	0	0	
Aggravated assault	0	0	0	
Burglary	0	0	0	
Motor vehicle theft	0	0	0	
Arson	0	0	0	
Hate – On Campus	2020	2021	2022	
Murder/Non-negligent manslaughter	0	0	0	
Manslaughter by Negligence	0	0	0	
Rape	0	0	0	
Fondling	0	0	0	
Incest	0	0	0	
Statutory rape	0	0	0	
Robbery	0	0	0	
Aggravated assault	0	0	0	
Burglary	0	0	0	
Motor vehicle theft	0	0	0	
Arson	0	0	0	
Hate – Public Property	2020	2021	2022	
Murder/Non-negligent manslaughter	0	0	0	
Manslaughter by Negligence	0	0	0	
	J	-	J	

Rape	0	0	0	
Fondling	0	0	0	
Incest	0	0	0	
Statutory rape	0	0	0	
Robbery	0	0	0	
Aggravated assault	0	0	0	
Burglary	0	0	0	
Motor vehicle theft	0	0	0	
Arson	0	0	0	
VAWA Offenses – On Campus	2020	2021	2022	
Domestic Violence	0	0	0	
Dating Violence	0	0	0	
Stalking	0	0	0	
VAWA Offenses – Public Property	2020	2021	2022	
Domestic Violence	0	0	0	
Dating Violence	0	0	0	
Stalking	0	0	0	
	2020	2021	2022	
Arrests – On Campus	2020	2021	2022	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	
Liquoi iaw violations	U	U	O	
Arrests – Public Property	2020	2021	2022	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	
Disciplinary Actions – On Campus	2020	2021	2022	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	
Disciplinary Actions – Public Property	2020	2021	2022	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	
Unfounded Crimes	2020	2021	2022	
Total unfounded crimes	0	0	0	

Submitted by:

Mr. Elbert Matos-Caraballo

Security Supervisor (787) 375-1778

Revised by:

Betsy Rodríguez-Caraballo, Ph.D.

Environmental Health and Safety (787) 447-0697

September 2023

Criminal Offenses – On Campus	2020	2021	2022	
Murder/Non-negligent manslaughter	0	0	0	
	0	0	_	
Manslaughter by Negligence	0	0	0 0	
Rape Fondling	0	0	0	
Incest	0	_	_	
	_	0	0 0	
Statutory rape Robbery	0	0	0	
•	0	•	_	
Aggravated assault	0	0	0	
Burglary	0	0	0	
Motor vehicle theft	0	0	0	
Arson	0	0	0	
Criminal Offenses – Public Property	2020	2021	2022	
Murder/Non-negligent manslaughter	0	0	0	
Manslaughter by Negligence	0	0	0	
Rape	0	0	0	
Fondling	0	0	0	
Incest	0	0	0	
Statutory rape	0	0	0	
Robbery	0	0	0	
Aggravated assault	0	0	0	
Burglary	0	0	0	
Motor vehicle theft	0	0	0	
Arson	0	0	0	
Hate – On Campus	2020	2021	2022	
Murder/Non-negligent manslaughter	0	0	0	
Manslaughter by Negligence	0	0	0	
Rape	0	0	0	
Fondling	0	0	0	
Incest	0	0	0	
Statutory rape	0	0	0	
Robbery	0	0	0	
Aggravated assault	0	0	0	
Burglary	0	0	0	
Motor vehicle theft	0	0	0	
Arson	0	0	0	
Hate – Public Property	2020	2021	2022	
-				
Murder/Non-negligent manslaughter	0	0	0	
Manslaughter by Negligence	0	0	0	

Rape	0	0	0	
Fondling	0	0	0	
Incest	0	0	0	
Statutory rape	0	0	0	
Robbery	0	0	0	
Aggravated assault	0	0	0	
Burglary	0	0	0	
Motor vehicle theft	0	0	0	
Arson	0	0	0	
Alson	U	U	U	
VAWA Offenses – On Campus	2020	2021	2022	
Domestic Violence	0	0	0	
Dating Violence	0	0	0	
Stalking	0	0	0	
-				
VAWA Offenses – Public Property	2020	2021	2022	
Domestic Violence	0	0	0	
Dating Violence	0	0	0	
Stalking	0	0	0	
Arrests – On Campus	2020	2021	2022	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	
Arrests – Public Property	2020	2021	2022	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	
Disciplinary Actions – On Campus	2020	2021	2022	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	
Disciplinary Actions – Public Property	2020	2021	2022	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	
Unfounded Crimes	2020	2021	2022	
Total unfounded crimes	0	0	0	

Submitted by:

Mr. Elbert Matos-Caraballo

Security Supervisor (787) 375-1778

Revised by:

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Environmental Health and Safety (787) 447-0697

September 2023

APENDIX
DIALY CRIME LOG

## Appendix V



2020	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Total
January	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
March	Ο	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
April	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Ο
May	Ο	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
July	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
August	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
September	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Ο
October	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
November	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
December	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Ο

2020	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
January	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0	0	0	0	0	0	/	/	/	Ο
March	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Ο
April	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	/	0
May	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	/	0
July	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
August	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
September	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	/	0
October	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
November	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	/	0
December	0	0	0	0	0	0	0	0	0	0	0 -	0	0	0	0	0	0



# **Daily Crime Log**2021

2021	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15 97	Total
January	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
March	Ο	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
April	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
May	Ο	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
July	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
August	Ο	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
September	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Ο
October	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Ο
November	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
December	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2021	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
January	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0	0	0	0	0	0	/	/	/	Ο
March	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	О
April	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	/	0
May	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Ο
June	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	/	Ο
July	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
August	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Ο
September	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	/	_
October	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
November	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	/	_ O _
December	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Ο



## **Daily Crime Log**2022

2022	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Total
January	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
March	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
April	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
July	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
August	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
September	Ο	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
October	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
November	Ο	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
December	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2022	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
January	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0	0	0	0	0	0	/	/	/	0
March	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
April	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	/	0
May	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	/	0
July	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
August	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Ο
September	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	/	0
October	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
November	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	_/	0
December	0	0	0	0	0	0	0	0	0	0	0 -	0	0	0	0	0	0

CRIME DESCRIPTION: August 15, 2023 - Burglary: Cable Robbery inside the construction project for the New Academic Tower.

