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<td>Assumption of Risk, Release and Indemnity Agreement</td>
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Phone Numbers
Due to the language barrier, it is advised that a Security Officer or Administrator contact Israel Emergency Agencies. *(When using landlines in Jerusalem, drop the “02” prefix.)*

**Jerusalem Center Security Office**
- From any Center Issued Cell Phone ................................................................. Speed Dial 2
- From any Center Phone ....................................................................................... Dial 0
- From any Off-Campus Phone ............................................................................... (02) 626-5666

**Police**
- Police .................................................................................................................. 100
- City Center Police Station—East Jerusalem ....................................................... (02) 626-0020
- City Center Police Station—West Jerusalem ...................................................... (02) 539-1111
- Old City Police Station ....................................................................................... (02) 622-6222
- Tourist Police .................................................................................................... (02) 539-1263

**Fire**
- Fire ....................................................................................................................... 102
- East Jerusalem Station ....................................................................................... (02) 628-2222
- West Jerusalem Station ..................................................................................... (02) 678-9401

**Alcohol and Drug Abuse Counseling**
- Alcoholism Treatment Center ........................................................................... 1800-205077
- Jerusalem Anti-Drug Union ................................................................................ (02) 623-6485

**Counseling & Victim Assistance**
- Rape Crisis Center for Men ................................................................................ 1203
- Rape Crisis Center for Women .......................................................................... 1202

**Domestic Violence and Sexual Assault**
- Child Abuse Hotline ......................................................................................... 1800-220000
- Child Abuse Reporting ....................................................................................... 118
- Domestic Violence Hotline ................................................................................ 1800-220000
- Women’s Shelter ............................................................................................... (02) 671-2446

**Health Care**
- Ambulance ......................................................................................................... 101
- Hadassah Hospital Ein Kerem ............................................................................ (02) 677-7111
- Hadassah Hospital Mt Scopus ........................................................................... (02) 584-4111
- Terem Medical Center ....................................................................................... (02) 509-3334
- Wolfson Medical Center ................................................................................... (02) 561-0297

**Reporting Hazards**
- BYU Jerusalem Center Housing EXT ............................................................... 2307
- BYU Jerusalem Center Security Office ............................................................ (02) 626-5666
Introduction

The Clery Act
The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act—known as the Clery Act—is named for Jeanne Clery, a nineteen-year-old Lehigh University student who was raped and killed in her dorm room in 1986. The law was originally enacted in 1990 as the Crime Awareness and Campus Security Act (Title II of Public Law 101–542), which amended the Higher Education Act of 1965 (HEA). The Clery Act requires all postsecondary educational institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. Specifically, higher education institutions subject to the law must do the following:

- Collect, report, and disseminate crime data.
- Develop policy statements regarding campus safety.
- Prepare and distribute an annual security report.
- Issue timely warnings and emergency notifications to the campus community.
- Submit crime statistics to the Department of Education.

The Clery Act has been amended many times to include additional requirements. Amendments in 2013 require institutions to report incidents of domestic violence, dating violence, and stalking. The Act is intended to provide students and their families, as higher education consumers, with accurate, complete, and timely information about safety on campus so that they can make informed decisions about where to attend school.

Preparing the Annual Security Report
This document is designed to provide students and employees with information concerning personal safety and university policies, and to comply with federal law. The report is prepared on an annual basis by University Police. The university’s Office of Compliance and Audit provides statutory and regulatory compliance oversight of the report’s contents. For additional information or to submit changes and corrections, please contact the following:

Terry Fox, University Police, 801-422-7337 or terry_fox@byu.edu

Tarek Safadi, Jerusalem Center Security, 972-2-626-2717 or tareks@jc.byu.ac.il
Crime Statistics

Collecting Crime Reports and Statistics Procedures
The Clery Act requires universities to disclose statistics for reported crimes based on (1) where the crimes occurred, (2) to whom the crimes were reported, (3) the types of crimes that were reported, (4) the year in which the crimes were reported, and (5) the geographic location where the reported crimes occurred. Geographic locations include campus, public property within or immediately adjacent to campus, and certain noncampus buildings or property that are owned or controlled by the reporting university.

Statistics are collected from the following sources:

- Jerusalem Center Security Office and Israel Police,
- University Police,
- Jerusalem Center Campus Security Authorities, and
- EthicsPoint compliance hotline.

Data was obtained from the Israel Police’s Department of Statistics, based on the new Investigation File System (Pele).

Statistics Table
The following Crime Statistics table fully complies with the Clery Act’s crime disclosure requirements.

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**REPORTED INCIDENTS**

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State of Israel Crime Statistics Table

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<th>TYPE OF OFFENSE</th>
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<th>2012 I-XII</th>
<th>2011 I-XII</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td>364,852</td>
<td>359,503</td>
<td>364,730</td>
</tr>
<tr>
<td><strong>SECURITY OF THE STATE - TOTAL</strong></td>
<td>13,139</td>
<td>9,524</td>
<td>8,619</td>
</tr>
<tr>
<td>Thereof: Violation Of Emergency Laws</td>
<td>779</td>
<td>996</td>
<td>1,045</td>
</tr>
<tr>
<td><strong>PUBLIC ORDER - TOTAL</strong></td>
<td>92,791</td>
<td>89,580</td>
<td>102,966</td>
</tr>
<tr>
<td>Brawls and Disturbing the Peace</td>
<td>808</td>
<td>833</td>
<td>804</td>
</tr>
<tr>
<td>Nuisance, Noise Blocking of Public Roads</td>
<td>930</td>
<td>933</td>
<td>551</td>
</tr>
<tr>
<td>Trespass</td>
<td>3,867</td>
<td>3,727</td>
<td>8,285</td>
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<tr>
<td>Threats</td>
<td>34,933</td>
<td>33,679</td>
<td>40,705</td>
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<tr>
<td>Offenses Against Judicial Authority</td>
<td>14,798</td>
<td>14,206</td>
<td>15,115</td>
</tr>
<tr>
<td>Assault on or Foiling of Police Officer</td>
<td>5,131</td>
<td>5,044</td>
<td>6,795</td>
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<tr>
<td>Violation of the Law of Entry to Israel</td>
<td>11,265</td>
<td>11,643</td>
<td>10,948</td>
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<tr>
<td>Other Offenses</td>
<td>21,059</td>
<td>19,515</td>
<td>19,763</td>
</tr>
<tr>
<td><strong>AGAINST PERSON'S LIFE - TOTAL</strong></td>
<td>2,784</td>
<td>2,507</td>
<td>2,684</td>
</tr>
<tr>
<td>Murder</td>
<td>128</td>
<td>134</td>
<td>159</td>
</tr>
<tr>
<td>Attempted Murder</td>
<td>210</td>
<td>191</td>
<td>210</td>
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<tr>
<td>Other Offenses</td>
<td>2,446</td>
<td>2,182</td>
<td>2,315</td>
</tr>
<tr>
<td><strong>BODILY HARM - TOTAL</strong></td>
<td>43,184</td>
<td>41,403</td>
<td>38,515</td>
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<tr>
<td><strong>SEXUAL OFFENSES - TOTAL</strong></td>
<td>5,169</td>
<td>5,905</td>
<td>4,550</td>
</tr>
<tr>
<td>Offenses Relating to Prostitution</td>
<td>245</td>
<td>182</td>
<td>377</td>
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<tr>
<td>Drug Use</td>
<td>19,731</td>
<td>19,352</td>
<td>20,342</td>
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<tr>
<td>Drug Trafficking, Import and Export</td>
<td>4,718</td>
<td>4,448</td>
<td>5,031</td>
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<tr>
<td>Possession of Drugs Not for Personal Use</td>
<td>2,705</td>
<td>2,972</td>
<td>3,278</td>
</tr>
<tr>
<td>Other Offenses</td>
<td>652</td>
<td>519</td>
<td>525</td>
</tr>
<tr>
<td><strong>PROPERTY - TOTAL</strong></td>
<td>164,577</td>
<td>169,200</td>
<td>161,880</td>
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<tr>
<td>Robbery</td>
<td>2,331</td>
<td>2,459</td>
<td>2,065</td>
</tr>
<tr>
<td>Breaking into Business or Institution</td>
<td>7,187</td>
<td>8,064</td>
<td>8,077</td>
</tr>
<tr>
<td>Breaking into Dwelling</td>
<td>25,834</td>
<td>27,513</td>
<td>26,026</td>
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<tr>
<td>Thefts</td>
<td>95,897</td>
<td>96,371</td>
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<tr>
<td>Thereof: Unlawful Use of Vehicle</td>
<td>18,939</td>
<td>20,478</td>
<td>21,274</td>
</tr>
<tr>
<td>Receiving or Possessing Stolen Property</td>
<td>2,421</td>
<td>2,768</td>
<td>4,274</td>
</tr>
<tr>
<td>Arson</td>
<td>2,445</td>
<td>2,459</td>
<td>2,585</td>
</tr>
<tr>
<td>Willful Damage to Property</td>
<td>26,251</td>
<td>27,189</td>
<td>22,720</td>
</tr>
<tr>
<td>Other Offenses</td>
<td>2,211</td>
<td>2,377</td>
<td>2,678</td>
</tr>
<tr>
<td><strong>FRAUD - TOTAL</strong></td>
<td>11,500</td>
<td>11,549</td>
<td>12,405</td>
</tr>
<tr>
<td>Forgery (Currency, Stamps, Documents)</td>
<td>2,940</td>
<td>2,921</td>
<td>4,939</td>
</tr>
<tr>
<td>Fraud, Extortion</td>
<td>7,334</td>
<td>7,417</td>
<td>6,059</td>
</tr>
<tr>
<td>Other Offenses</td>
<td>1,226</td>
<td>1,211</td>
<td>1,407</td>
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<tr>
<td><strong>OTHER OFFENSES</strong></td>
<td>3,657</td>
<td>3,172</td>
<td>3,558</td>
</tr>
<tr>
<td>Thereof: Unlawful Possession of Firearms</td>
<td>62</td>
<td>44</td>
<td>49</td>
</tr>
</tbody>
</table>
Crime Definitions

The Crime Statistics Report table reflects specific crimes and arrests reported to the sources identified in the Collecting Crime Reports and Statistics Procedures Section. Per the Clery Act, these crimes are classified based on the Federal Bureau of Investigation’s (FBI’s) Uniform Crime Reporting Handbook (UCR). For sex offenses only, the definitions are from the FBI’s National Incident-Based Reporting System (NIBRS) edition of the UCR. Hate crimes are defined according to the FBI’s Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection. Although the law states that institutions must use the UCR for defining and classifying crimes, it does not require Clery Act crime reporting to meet all UCR standards. This Crime Statistics Report may or may not reflect the actual number of crimes committed on campus; however, it does accurately represent the number of the following defined crimes reported to the aforementioned entities.

**Murder and Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.

**Negligent Manslaughter:** The killing of another person through gross negligence.

**Sex Offenses, Forcible:** Any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly against the person’s will where the victim is incapable of giving consent.

- **Forcible Rape:** The carnal knowledge of a person, forcibly and/or against that person’s will; or not forcibly against the person’s will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

- **Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

- **Sexual Assault with an Object:** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

- **Forcible fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

**Sex Offenses, Non-forcible:** Unlawful, non-forcible sexual intercourse. Only two types of offenses are included in this definition:

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

- **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.
**Robbery:** The taking or attempting to take anything of value from the care, custody, or control, of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

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

**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.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. For reporting purposes, this definition includes all cases where automobiles are taken by persons not having lawful access—even if the vehicles are later abandoned (including joyriding).

**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, the personal property of another, etc.

**Hate Crimes:** A criminal offense committed against a person or property, which is motivated, in whole or in part, by the offender’s bias. Bias is a preformed negative opinion or attitude toward a group of persons based on one or more of the following actual or perceived characteristics: race, gender, sexual orientation, ethnicity / national origin, and disability. For reporting purposes, hate crimes include any of the following offenses that are motivated by bias: murder and non-negligent manslaughter, forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, theft, simple assault, intimidation, destruction / damage / vandalism of property.

**Illegal Weapons Possession:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Included in this classification are the following: the manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.

**Drug Law 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. This includes the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance, as well as any arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. Included in this classification are the following: all drugs, without exception, that are illegal under local or state law; and all illegally obtained prescription 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. The following are included in this classification: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places;
bootlegging; operating a still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; and drinking on a public conveyance.

**Attempted Crimes:** This report does not differentiate between attempted and completed crimes. For example, an incident involving an attempted forcible rape is counted as a forcible sex offense. The only exception to this rule applies to attempts or assaults to murder when the victim does not die. These incidents are classified as aggravated assaults rather than murders.

**Other Definitions**

**Domestic Violence:** Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim, or anyone else protected under domestic or family violence law.

**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. The existence of such a relationship is determined by length and type of relationship and the frequency of interaction.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his/her safety or the safety of others, or to suffer substantial emotional distress.
Reporting Crimes and Emergencies
The Jerusalem Center encourages accurate and prompt reporting of all crimes and emergency situations. When crimes are reported at the Jerusalem Center, the center’s director and supervisors will work with the campus community to provide appropriate and timely warnings, promote safety, and prevent reoccurrence of the crime. Any crimes reported will also be reflected in the center’s annual security report.

People to Receive Reports
Any of the following are prepared to receive reports.

Jerusalem Center Security Office (JCSO): The JCSO is the preferred contact for reporting on-campus crimes. All reported crimes against persons occurring on the Center’s premises are immediately reported to the Israel Police.

Israel Police: Students may also report crimes to the Israel Police, which is the civilian police force of Israel. As with most other police forces in the world, its duties include crime fighting, traffic control, maintaining public safety, and countering terrorism. It is under the jurisdiction of Israel’s Minister of Public Security. In an emergency, the police can be reached by dialing 100 from any telephone in Israel.

University Police Department
Students may report crimes to the University Police Department. The University Police Department is available at the following location:

University Police Department
2120 JKB
Provo, UT 84602
801-422-2222
police@byu.edu

EthicsPoint Confidential Reporting
The university provides an anonymous compliance hotline—EthicsPoint—for reporting non-emergency incidents on a voluntary and confidential basis, either by phone or online. Reporters should explain the issue in detail, and they should return to the report, either by internet or phone, to answer questions posed by a BYU representative. Reporters can also return to the report to receive updates.

**Telephone**
Submit anonymous reports through a third party administrator:
- Call EthicsPoint’s toll-free hotline, available twenty-four hours a day: 1-888-238-1062.

**Online**
Submit anonymous reports through a third party administrator:
- Visit BYU’s Office of Compliance website and click on the hotline button: [http://compliance.byu.edu](http://compliance.byu.edu), or
Emergency Telephones
All Jerusalem Center emergency phones are located in accessible areas on every floor. Dialing 0 from any of these phones connects you directly to the Jerusalem Center Security Office (JCSO), 24 hours a day; furthermore, students are issued cell phones from which they may speed dial 2 to contact the JCSO. When using a Center phone, dial 0 and stay on or near the phone; a JCSO officer will be immediately sent to the scene.

Campus Security Authorities (CSAs)
The Jerusalem Center Security Office is the preferred contact for reporting campus crimes. However, individuals may also report criminal incidents to Campus Security Authorities, who include individuals responsible for campus security and others who have been designated due to their significant responsibility for student and campus activities. Specifically, the following persons and organizations may receive reports of criminal offenses:

- Executive Director Eran Hayet, ext. 2706, eran@jc.byu.ac.il;
- Associate Director Tawfic Alawi, ext. 2705, tawfic@jc.byu.ac.il;
- Associate Director David Whitchurch, ext. 2708, davidw@jc.byu.ac.il; and
- Security Coordinator Tarek Safadi, ext. 2717, tareks@jc.byu.ac.il.

Local Law Enforcement Authorities
BYU encourages the campus community to report crimes to local law enforcement authorities.

Pastoral and Professional Counselors
University professional counselors and ecclesiastical counselors are encouraged to make individuals aware of the EthicsPoint Compliance Hotline as an alternative means of confidentially and anonymously reporting crime.

A pastoral counselor is a person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor. A professional counselor is a person whose official responsibilities include providing mental health counseling to members of the campus community and who is functioning within the scope of his or her license or certification. This definition applies even to professional counselors who are not employees of the university but are under contract to provide counseling to the campus community.

The pastoral or professional counselor exemption is intended to ensure that these individuals can provide appropriate counseling services without an obligation to report crimes they may have learned about. This is similar to the privilege provided under certain circumstances to doctors and attorneys when they may learn of crimes from patients or clients. This exemption is intended to protect the counselor-client role. However, even these legally recognized privileges acknowledge some exemptions, such as certain situations in which counselors are in fact under a legal obligation to report a crime.

To be exempt from disclosing reported offenses, pastoral or professional counselors must be acting in the role of pastoral or professional counselors. An individual who is not yet licensed or certified as a counselor, but is acting in that role under the supervision of an individual who meets the definition of a pastoral or professional counselor, is considered to be one for the purposes of the Clery Act. An example is a BYU Ph.D. counselor-trainee acting under the supervision of a professional counselor. However, a dean of students who has a professional counselor’s license, but who is employed by the university only as a dean and not as a counselor, is not exempt from reporting. If that same dean is employed by BYU as both a professional counselor and an academic counselor, and he or she learns of a criminal incident while he or she is engaged in academic counseling, he or she is not exempt from reporting that incident.
If an individual has dual roles, one as a professional or pastoral counselor and the other as an official who qualifies as a campus security authority, and the roles cannot be separated, that individual is considered a campus security authority and is obligated to report Clery crimes of which they are aware.

An individual who is counseling students and/or employees, but who does not meet the Clery definition of a pastoral or professional counselor, is not exempt from being a campus security authority if they otherwise have significant responsibility for student and campus activities. This includes positions such as the director of the Student Health Center, the director of the Counseling Center, or the director of Women’s Services and Resources, etc.

**Timely Warning Policy**

The following methods may be used to disseminate information to the campus community about crimes that have already occurred but represent a serious or continuing threat to the campus community:

- Email,
- Notices on bulletin boards (located on floors 1 through 6 of the Jerusalem Center),
- Cell phones (voicemail or text messaging),
- SMS,
- Public addressing system, and
- Announcement sessions / student meetings.

Anyone with information warranting a timely warning should report the circumstances to the Associate Director, ext. 2705, or to the Control Room on Level Eight, ext. 0 or speed dial 2 from cell phones.

**Timely Warning Notification Committee**

This committee meets to discuss information on crimes or other events in the community that pose a continuing threat to the center and its participants. The committee evaluates the possible threat, and, if warranted, prepares and disseminates appropriate notifications to the campus community. The committee will also determine if the notification would endanger a victim, harm efforts to contain the emergency, or unduly impede a governmental investigation. The committee includes the following members:

- Executive Director,
- Associate Directors,
- Security Coordinator, or
- Their designees.

The Center’s procedures for disseminating emergency information to the larger community, concerning an incident or condition occurring within or adjacent to the Center’s grounds or building is to call the appropriate local public safety officials:

- Israel Police, if criminal emergency,
- Israel Defense Forces (IDF) – military, or
- Fire Department, if a fire or earthquake emergency.
Security of Campus Facilities
The following is a summary of campus facilities at the Jerusalem Center.

Jerusalem Center Facility Security and Access
The MOR Company maintains university buildings, grounds, and housing facilities with a focus on safety and security. They regularly inspect these facilities, promptly make repairs, and respond 24-hours-a-day to reports from the public or police of potential safety and security hazards. Representatives from JCSO and the MOR Company periodically inspect the entire campus to review lighting and environmental safety concerns.

The Jerusalem Center is open to the public three times a week for tours between 10:00am-11:30am, 2:00pm-3:30pm, and for concerts on some evenings between 7:00pm-9:30pm. During these hours, guests are not allowed access to dormitory and student activity areas. Center hosts remain with guests at all times.

The Jerusalem Center is officially closed at all other times and only students and authorized personnel have access to the building.

The residences for single students, faculty members and their families, and volunteer couples are all located on the bottom four levels of the Jerusalem Center. JCSO officers regularly patrol this area and work closely with the Housing Couple to promote safety and security. Residence halls are restricted to persons who live and work at the Center. All building entrances remain locked 24-hours a day and can only be accessed with proximity cards or through security clearance. JCSO officers patrol the premises twenty-four hours a day, monitor the entry and exit of every individual, and accompany guests through the Center.

Reporting a Hazard
Individuals are encouraged to report hazardous conditions or safety concerns to:

Eran Hayet, Executive Director, ext. 2706, eran@jc.byu.ac.il
Campus Law Enforcement

Police
Law enforcement-related services are provided by the Israel Police. For an in-depth view of the Israel Police, go to the following web site: www.police.gov.il.

Students are also encouraged to report crimes to the Jerusalem Center Security Office.

Authority: Jerusalem Center Security Office
The Jerusalem Center Security Office (JSCO) is staffed with professional and highly trained security officers. These officers, some with military experience, and some with a law enforcement background, work closely with the Israel Police. JCSO officers do not have the authority to make arrests.

Local Police: Israel Police
The Israel Police is the civilian police force of Israel. As with most other police forces in the world, its duties include crime fighting, traffic control, maintaining public safety, and counter-terrorism. It is under the jurisdiction of Israel’s Minister of Public Security. The National Headquarters of the Israel Police is located in the Government offices named after Begin in Jerusalem. For more information visit: http://mops.gov.il/ENGLISH/POLICINGENG/POLICE/Pages/default.aspx.

Training
Jerusalem Center Security Officers receive regular training in firefighting, building safety, first aid, CPR, self-defense and crime prevention. The training focuses more on preventative measures rather than investigative, considering legal restraints and local police precedence in investigative matters.

Reporting Crimes
Immediately report all crimes, suspicious activity and circumstances, and medical emergencies to Jerusalem Center Security Office. Officers are available twenty-four hours a day. Similar incidents or activities may also be reported to campus security authorities, University Police, and via EthicsPoint.

Off-Campus Student Organizations
BYU does not recognize off-campus student organizations. Local law enforcement agencies are responsible for policing off-campus student residences.
Crime Prevention and Campus Security Programs

Jerusalem Center is a remarkable place to live, work, and study. Historically, the campus has experienced lower crime rates than many other educational institutions. However, the campus is not immune to the criminal acts of others. BYU’s crime prevention programs and measures—preventing and reducing crime also require a campus community effort.

International Study Abroad Programs

Safety and security training is provided to all students traveling abroad through the study program in which they are enrolled. Additional information may be obtained from the Kennedy Center:

Kennedy Center for International Studies
237 HRCB BYU
801-422-3377
kennedycenter@byu.edu

Individuals traveling abroad should also visit the U.S. Department of State website (http://www.state.gov/) for further information pertaining to travel tips, warnings and other pertinent information.

Shots Fired

An online video program—titled “Shots Fired”—teaches people how to survive an active gunman incident. The viewer is taught the concepts of “survival mindset” and “course of action.” To view the video, go to https://police.byu.edu and then click on the Shots Fired icon.

General Personal Safety

Personal safety is everyone’s responsibility. The following information will help you deal with or avoid certain criminal events:

- Be aware of your surroundings;
- Know where you are going and the safest way to get there;
- Walk in well-traveled, well-lit areas
- Walk with confidence;
- Know where the nearest police or fire station is located;
- Carry a whistle, a small keychain-type flashlight, and a cell phone;
- Unless you are properly trained, pepper spray or mace is not recommended;
- Take special care when jogging or biking. Take a friend and vary your route;
- Avoid isolated areas and do not wear headphones;
- Do not stand too close to a driver when asking for directions;
- If you are being followed, show that you are suspicious. Turn your head and look; and
- If someone is following you on foot, change directions.
Security and Cultural Guidelines
The Jerusalem Center practices community policing which is to serve, educate, and protect campus community members. The Jerusalem Center utilizes several means intended to encourage members to be responsible for their own security as well as the security of others.

Security Update
The main Jerusalem Center website, located at http://ce.byu.edu/jc/ contains an icon which, when selected, gives the reader an update on the most current happenings at the Center. This is particularly helpful for the parents of the students, as Jerusalem is mentioned in the news quite often. Parents can check the Security Update to get the latest information directly from the Jerusalem Center on anything that may be happening.

Student Application Materials, Part 6
Students are required to study and sign the Assumption of Risk, Release and Indemnity Agreement at the time of application. Please see the Appendix of this report.

Important Notice on Dress, Modesty, and Cultural Sensitivity for Jerusalem Center Students and Parents
Admission materials include the following information sheet outlining the dress code for the program, and the safety concerns that necessitate the code:

Although clothing standards vary from region to region in the Middle East, some contemporary clothing styles, particularly for young women in the U.S. and Europe, are inconsistent with standards of modesty for many residents of the region and, in particular, of Jerusalem who generally belong to orthodox—and hence conservative—Christian, Muslim, or Jewish faiths. Even commonly accepted clothing styles worn by students at BYU would be considered by many in Jerusalem and elsewhere in the Middle East to be immodest. Hence, Jerusalem Center students need to adopt a modest look that will both set them apart and show respect. You will be expected to dress consistent with at least minimal standards of modesty in Jerusalem, as outlined below. Please bring with you only clothing that meets the following standards:

General
The Center’s dress standard is conservative – what might be termed “business casual.” It is very important that clothing be loose fitting and modest in terms of body coverage. Hence, in addition to the specifics detailed below, no tight, torn, grubby, stained, or patched clothing is to be worn.

Tops
- T-shirts or other clothing with slogans, political statements, U.S. flags or other U.S. insignia are not allowed. (Most brand names and school logos are okay.)
- All blouses, shirts, and tops must be loose fitting. Cotton or cotton-blend blouses, shirts, and tops are strongly recommended.
- Tank tops, sleeveless, cap-sleeved, or very short-sleeved blouses, shirts, or dresses are not allowed. All blouses, shirts, and dress tops must have sleeves that cover the upper arm.
- Blouses, shirts, and dress tops must cover in front to at least the collarbone.
- See-through or semi-transparent tops are not allowed.
- No short-waisted tops. It is expected that clothing will cover a person all of the time and not just you are standing still and have everything adjusted.

Pants, Skirts, and Dresses
- Pants, for both men and women, must come to the ankle. Pants cuffed above the ankle, capris and shorts are not permitted except knee-length shorts can be worn only in the Center and then only in the evenings after
dinner, in the Center’s gymnasium, or as a swimming suit cover-up on the beach. Cargo-type pants and cotton or cotton-blends are strongly recommended.

- Skirts and dresses are to reach at least mid-calf and are not to be semi-transparent (bring a slip!).
- Leggings and tights are considered panty hose and must be covered to mid-calf by a skirt.
- No hip-hugger or low-cut jeans, pants, or skirts.
- No low-crotch or excessively baggy jeans or pants.

**Footwear and Swimwear**

- No bare feet at any time in the Center. Good walking shoes with closed toes are strongly recommended for field trips.
- For women, no two-piece swimming suits are allowed or, for men, speedo-type suits. Swimwear must be modest in fabric, fit, and style. Swimming suits may be worn in swimming areas only. Sunbathing is not allowed at the Center.

**Headwear**

- No skinhead, mullets, or similar haircuts.
- Head covers (e.g., caps and hats) are not permitted in classrooms, the dining area (the Oasis), or in the Upper Auditorium.
- Hooded sweatshirts (“hoodies”) – zip up or pull over – are not permitted.
- Wearing a kipa is permitted only during the simulated Passover meal and visits to synagogues. Wearing a kaffiyah is permitted only for the Arab Cultural activity.

**The Rough Guide**

We understand that dressing this way will not make you stylish by U.S. standards and that you may need to acquire a few new things that fit within these standards; if so, please purchase them before you come to the final pre-departure orientation in Provo—there will not be opportunities to shop for clothing after you arrive in Jerusalem.

If perchance you think that what is outlined above is specific to BYU or BYU’s Jerusalem Center, you might be interested in a non-BYU view of appropriate dress and conduct when traveling in the Arab and Muslim parts of the Middle East from “THE ROUGH GUIDE:”

“Dress Codes: Outward appearance is the one facet of interaction between locals and Western tourists most open to misunderstandings on both sides. A lot of tourists, male and female consistently flout simple dress codes, unaware of just how much it demeans them in the eyes of local people: clothes that are respectable at home can come across as being embarrassing, disrespectful, or offensive.

“Modesty: Muslim men and women expose as little skin as possible. Sleeves are long and necklines high for both sexes. Men always wear long trousers, women either voluminous neck-to-ankle robes or ankle-length skirts and loose tops. If you want to come across as being someone worth talking to, you will have to go some distance towards conforming to local ways, or run the risk of being dismissed as either a joke or an annoyance. Walking around in shorts and a T-shirt will cause offence, and reinforces the sex-object stereotypes that underpin many locals’ attitudes to Western women. Unless dressed modestly and accompanied by a husband, women tourists might be seen as being both morally loose and overtly contemptuous of Arab and Islamic values. The large numbers of tourists who ignore dress codes and local norms of social contact unfortunately reinforce these perceptions. Even more unfortunately, local men, thus often see foreign women as fair game for harassment.

“Sexual Harassment: The single most effective way to stop sexual harassment is to dress modestly; the harsh truth is that, the onus is on you. Although men freely look at women – and, indeed, staring long and
hard carries none of the implications of threat that it does in the West – local women tend to scrupulously avoid eye contact with men on the street. A women looking a man in the eyes will be interpreted as inviting him to approach her. Overt friendliness or gregariousness shown to men on the street (such as smiling, chatting, joking, or gesturing) may also be misinterpreted either as sexual looseness or as romantic interest. Public displays of affection between men and women are not acceptable behavior. Even if you’re married, walking arm-around-waist or arm-over-shoulder, touching each other’s face or body or giving a fond peck on the lips are all seen as immoral and deeply distasteful.”

Student Handbook
At the time of admission to the Jerusalem Center program, students are given a Student Handbook, which includes the following information concerning safety:

Cell Phones: Each student will be issued a cell phone. The principle purpose for the cell phone is security – so that you can, with one touch, call the Center in an emergency and so that the Center can get in touch with any student immediately. You must carry the Center-issued cell phone with you whenever you leave the building – no exceptions and no substitutions.

Curfew: The Center has a security system and the gates are locked at midnight. Everyone must be in the building before that time. Curfew times may change and vary depending on the day of the week, security, and political sensitivity. No overnight trips outside the Center are allowed.

Dating: Dating or pairing off between members of the program is strongly discouraged. Dating or pairing off with anyone outside of the program is not allowed.

Discotheques and Pubs: Discotheques, bars, pubs, etc., are strictly off limits.

Dress Code is a Matter of Security: Contemporary clothing styles, particularly for young women in the U.S. and Europe, are inconsistent with standards of modesty for many of the residents of Jerusalem, who generally belong to orthodox—and hence very conservative—Christian, Muslim or Jewish faiths. Even commonly accepted clothing styles worn by students at BYU would be considered in some areas of Jerusalem and elsewhere in the Middle East, to be immodest. Consequently, dress standards for students at the Center, men and women alike, are somewhat different from dress standards at BYU. You will be expected to dress consistent with at least minimal standards of modesty in Jerusalem, as outlined below. You will not be permitted to participate in program activities if you choose to dress otherwise.

General Behavior: You are expected to behave and choose activities consistent with high standards of taste and decency. You should be aware that any kind of public display of physical affection (arms around opposite sex or "touching," i.e. massaging or back rubbing or just holding hands) is considered inappropriate and offensive among certain cultures in the Near East. You should also refrain from flirting with the staff of the Jerusalem Center, bus drivers, guides, local merchants, military personnel, etc. Flirting is often misinterpreted, and in the past, many individuals have been hurt because of the misunderstandings created.

Infractions: Infractions of Jerusalem Center policies may result in loss of privileges, probation, or dismissal from the program. If you are dismissed from the program, BYU is not responsible for additional costs incurred to return you to your home, nor will monies be refunded for services not rendered. Furthermore, in the event you are dismissed from the program, academic credit may be withheld, and you may not be admitted to enroll in any courses offered by Brigham Young University.
Jogging/Walking: Jogging is permitted on authorized routes and in daytime only (see map on level 5 bulletin board). Attire must be modest by the local standards – loose fitting, no shorts, or sleeveless tops.

Luggage: For security reasons, you will not be allowed to carry luggage for other students. Do not ask another student to bring your luggage to or from Jerusalem. This is an FAA regulation; there are no exceptions to this rule.

Public Displays of Affection: PDA is strictly forbidden inside or outside the Center; for many, it is embarrassing or otherwise disconcerting to observe pairs engaging in behavior or physical expressions that, by their nature, should be private and personal, not public exhibitions. Outside the Center, devout Jews, Christians, and Muslims will be offended by PDA, including holding hands in public, hugging, or embracing. One of the most important goals of the Center is to help students learn to be more respectful of other’s sensitivities, standards, and cultural traditions.

Sports: Scuba diving, paragliding, rappelling, and other extreme activities are not allowed for students on any Jerusalem Center program.

Security: It is important that everyone be very conscious of security. Please immediately report to the Center’s security personnel any bags or packages that appear to be unattended, and do not leave backpacks or other items unattended in the building or anywhere in the country. If you do, they will be confiscated by Security officers and destroyed. When ordered to leave a bus or a building by authorized personnel, do so immediately.

Security Cards: Each person affiliated with the Center will be issued a micro-encoded card that will permit entrance to the building during authorized hours. All students are required to carry their cards at all times and each student must pass it by the proximity reader when leaving and returning to the Center. When the Center’s entrances have been locked, a guard must be called to unlock the gate. If the card is lost, it should be reported immediately to Security and a new card will be issued to you at a cost of $5.

Taxi and Sherut Service: A number of taxi companies operate in Jerusalem throughout the day and night, including the Sabbath. Taxis may be ordered by phone through the Jerusalem Center control room. Fares should be agreed to in advance. Sherut taxi service, in which the passenger pays a flat rate for an individual seat in a seven-seat taxi, operates regularly between Jerusalem and other cities. Always be certain that they are licensed and official. Do not enter a vehicle that does not display proper documents.

Travel on the Program:

- You may never be out of the Center without at least two other people. If you are going out in the evening or if you will be returning to the Center after dark, at least one member of the group must be male. After dark, students should neither visit East Jerusalem, including the Old City and isolated sites, nor use those areas as part of their return route to the Center.

- Visiting the Orson Hide Garden is allowed in daytime only, in groups of at least five and including a male member. Visiting the Old city is allowed in daytime only and on Fridays after 3:00 pm. To go to the Old City, leave the bottom exit of the Center, proceed on the main street, walk on the pavement only, be alert to traffic, and use main routes with no bypasses through neighborhoods. Enter the Old city through Lion’s Gate, Dung Gate, or Damascus Gate.

- Pay special attention to your safety in the shopping areas around Damascus Gate. Students are allowed to travel by foot or by taxis. Travel by bus is strictly forbidden. No motor vehicle is to be borrowed, purchased, acquired, rented, or operated without the express approval of the executive director.
Mandatory Student Orientation

All students attending the Jerusalem Center Program are required to attend a three-hour orientation the day before departure. The following are sections of the orientation discussion concerning security:

Minimizing Risks

We minimize risks for you, your fellow students, future students, and the Center, with travel policies, behavior policies, and dress and grooming policies; but you must help by choosing to live well within the boundaries of these policies, by being aware of what is going on around you, by looking out for one another, and by using common sense and good judgment.

Travel policies

- Remember the rule of three – always travel with two other students.
- If returning after dark, one of the group must be male.
- No after-dark travel to East Jerusalem or the Old city.
- No overnight out-of-Center stays.
- No travel in areas that are off limits.
- You must be in the Center by curfew.
- You must carry your Center-issued cell phone.
- You must check in and out with your proximity security card.
- Take simple precautions to minimize theft.
- Do not share travel plans with strangers.
- Never leave bags unattended.
- Do not send bags with anyone else, and do not carry them for someone else.
- No deliveries to the Center or hotels.
- Immediately report suspicious behavior.
- Do not call attention to yourself as Americans.
- Avoid demonstrations.
- Do not take photos without permission.
- Concerning sanitation, drink more safe water, eat only fully cooked, hot food when away from the Center, and wash hands or use sanitizer often and before eating.
- Get more sleep.

Behavior policies

- No proselytizing – no exceptions.
- No flirting with locals.
- No PDA.
- Do behave modestly in public.
- Show cultural sensitivity and respect.
- Learn to reverence that which is holy to others, respecting their beliefs, customs, and sacred sites.
- Remember that you are a guest in their country.
- Media – accessing pornography or engaging in sexually oriented “chat” will result in dismissal.
- Harassment via email or other media will result in dismissal.
- Blog or other postings that are culturally or religiously insensitive, demeaning, or provocative will lead to dismissal.
New Employee Orientation
An orientation for new employees normally lasts two to three weeks. Meetings are held every few months where various security topics are covered. Orientations are held before any event or field trip requiring security.

New Faculty / Service Couple Orientation
An orientation for new faculty members and service couples is held before each departure to familiarize them with the same security and safety information that is given to the students.
Alcohol, Tobacco, and Drugs

Brigham Young University encourages and sustains an academic environment that promotes the health, safety, and welfare of all university members. Thus, it is the long-standing policy of the university that employees and students completely abstain, whether on or off campus, from the use of tobacco and from the possession, use, or distribution of any illegal drug or alcohol and also abstain from the use of any controlled legal substance without specific medical authorization. In addition, possession or consumption of illegal drugs, alcoholic beverages, or tobacco on campus by anyone is contrary to university policy. Personnel or students known to be possessing, using, or distributing illegal drugs or possessing and using alcohol or tobacco are subject to university disciplinary action and, if appropriate, to legal sanctions pursuant to local, state, and federal law.

Through the annual Clery Act Campus Security Report, all personnel and students are provided annually with a copy of the University Drug-Free Policy in which university and legal sanctions are detailed for inappropriate drug use. The Provo Clery Act Campus Security Report also details the known health risks associated with drug use.

Drug and Alcohol Abuse Education Programs

Because students at the Jerusalem Center are part of the student body and workforce of BYU, they have access to the Drug and Alcohol Abuse Education programs available at the Provo campus.

The university supports personnel and student participation in programs to prevent the abuse of drugs, controlled substances, tobacco, and alcohol. The Substance Abuse Prevention Office can provide confidential assistance with drug and alcohol abuse problems. Educational training programs, health information, preliminary evaluations, and counseling for possible referral for outside medical assistance are likewise available. Contact any of the offices listed on the right for drug or alcohol assistance. Counselors in these offices are experienced professionals. They offer support for students in an atmosphere of understanding and confidentiality. All programs offer individual assessment and referral to both on and off-campus resources. Several independent off-campus entities also offer counseling services that are not affiliated with the university or its sponsor, The Church of Jesus Christ of Latter-day Saints.

Persons aware of those with substance abuse problems enrolled at or employed by BYU are encouraged to act responsibly by consulting the campus or program director or a campus security authority. Remaining silent or waiting until a situation has escalated is not wise and is often dangerous. The university supports the premise that personnel and students should cooperatively help one another to solve alcohol and substance abuse problems.
**Drug-Free School Policy**

6 January 2014

Brigham Young University encourages an academic environment that promotes the health, safety, and welfare of all university members. As a condition of enrollment or employment, the university requires that all students and personnel abide by a personal commitment to the Church Educational System Honor Code (“Honor Code”), which includes abstaining from the possession, use, or distribution of illegal drugs or alcohol, and abstaining from the intentional misuse or distribution of any prescription or legal drugs without specific medical authorization. These prohibitions apply both on and off campus.

The Drug-Free Schools and Communities Act Amendments of 1989 provides that, as a condition of receiving federal funds under any federal program, a higher education institution must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of drugs and alcohol by students and personnel. To comply with this law and further its commitment to support society’s effort to eliminate drug and alcohol abuse, the university has adopted this Drug-Free School Policy to supplement the Honor Code. If there is a conflict between this policy and the Honor Code, the Honor Code will be the controlling document.

This Drug-Free School Policy should not be confused with the university’s Drug-Free Workplace Policy, which is designed to comply with the Drug-Free Workplace Act of 1988 and which governs the workplace environment of university personnel engaged in research sponsored by the Federal government.

**Drug Prevention Program**

The university has adopted and implemented a drug prevention program for its students and university personnel. This program includes annual distribution in writing to each student—regardless of the length of the student’s program of study—and to all personnel the following information: (1) the standard of conduct expected of students and personnel in relation to the possession, use, or distribution of drugs and alcohol; (2) the standard of conduct related to the misuse of prescription drugs, alcohol, and tobacco; (3) a description of the applicable legal sanctions under state and Federal law that may arise from the unlawful possession or distribution of drugs; (4) a description of the health risks associated with the use of illegal drugs; (5) a description of the university’s substance abuse counseling and treatment resources available to students and personnel; and (6) a clear statement of the disciplinary sanctions that may be imposed upon students and personnel for violations of the university’s Drug-Free School Policy.

**Disciplinary Sanctions for Drug Violations**

Personnel or students found to be knowingly possessing, using, or distributing illegal drugs, alcohol, or tobacco are subject to university disciplinary action and, if applicable, to legal sanctions pursuant to Federal, state, or local law. A student or employee who violates this policy or the related prohibitions on drug, alcohol, and tobacco use in the Honor Code will be subject to applicable disciplinary sanctions up to and including dismissal from the university or termination of employment.

The university will determine the appropriate sanction(s) on a case-by-case basis and may consider all of the circumstances involved, including, but not limited to, the following factors: (1) whether the violation constitutes a first offense; (2) the scope and duration of the individual’s drug, alcohol, or tobacco use; (3) whether the individual has requested assistance to obtain substance abuse treatment; and (4) any other efforts the individual has undertaken to correct the misconduct, such as counseling with an ecclesiastical leader about the drug, alcohol, or tobacco use. In applicable cases, discipline may involve referral to local law enforcement for criminal prosecution.

Individuals involved in the unintentional misuse of prescription drugs are not subject to the sanctions stated in this policy, but rather are encouraged to seek assistance from the university’s Substance Abuse Prevention Office.
Available Drug Counseling and Treatment

The university supports student and personnel participation in programs to prevent the abuse of illegal drugs, prescription drugs, alcohol, and tobacco. The Substance Abuse Prevention Office, located at 2500 WSC (801-422-1942), has been established to provide students with confidential assistance for drug and alcohol abuse problems. Educational training programs, health information, preliminary evaluations, and counseling for possible referral to an outside medical provider are available. The Honor Code Office (801-422-2847) and Counseling and Psychological Services (801-422-3035) also provide consultations. Counselors in these offices are experienced professionals who offer support for students in an atmosphere of understanding and confidentiality. All programs offer individual assessment and referral to both on- and off-campus resources. Several independent off-campus entities also offer counseling services that are not affiliated with the university or its sponsor, The Church of Jesus Christ of Latter-day Saints.

The general university prevention program of information dissemination, consultation, and referral is available as follows:

- The university will educate students and personnel about the detrimental effects of illegal drugs, misuse of prescription drugs, alcohol, and tobacco through the university’s annual Clery Act Campus Security Report (“Security Report”) publication and distribution. Additional educational training for those who request the service may consist of university sponsored workshops, seminars, and lectures as determined appropriate by the director of the Substance Abuse Prevention Office and approved by university administration.

- A description of the health risks associated with any particular drug (i.e., physical and psychological addiction; physical, psychological, and spiritual deterioration; disease; and death) may be obtained from the university’s annual Security Report, which is available online at police.byu.edu or can be requested in hard-copy form from University Police.

- The university recognizes that potential legal sanctions may accompany an individual’s use of drugs. The applicable legal sanctions under Federal, state, or local law may include significant fines and imprisonment. A summary of applicable legal sanctions from the unlawful use of drugs may be obtained from the university’s annual Security Report, which is available online at police.byu.edu or can be requested in hard-copy form from University Police.

- Students and personnel involved in the intentional use of drugs, alcohol, or tobacco may seek a consultative interview through the Substance Abuse Prevention Office for possible referral to an outside medical provider. All discussions will be handled in a confidential manner to the extent permitted by law.

The university supports the premise that personnel and students should cooperatively help one another to solve alcohol and substance abuse problems. Persons aware of those with substance abuse problems enrolled at or employed by the university are encouraged to act responsibly by consulting with the Substance Abuse Prevention Office, Faculty Relations Office, Employee Relations Office, the Honor Code Office, or University Police. Remaining silent or waiting until a situation has escalated is unwise and often dangerous.

Biennial Drug-Free School Program Review

The university has appointed a standing Drug-Free Compliance Committee which meets at least once every two years or more often as needed. The committee reviews the university’s substance abuse prevention program to determine its effectiveness, implement changes to the program as needed, and confirm that appropriate disciplinary sanctions are consistently enforced against students and personnel who violate this policy.
Drum-Free Workplace Policy
January 9, 2012

POLICY

The university absolutely prohibits the unlawful manufacture, use, dispensing, possession, or distribution of controlled substances by any employee, student, volunteer, or other individual participating in the university workplace (collectively referred to in this policy as “workforce participant(s)”).

As a condition of employment or participation in the university workplace, BYU requires all workforce participants, to abide by this BYU Drug-Free Workplace Policy. The Honor Code also addresses workforce participants’ use of controlled substances or abuse of medically prescribed substances. In addition to the requirement to abide by this policy, all workforce participants are also required to adhere to the more restrictive prohibitions outlined in the Honor Code.

PROCEDURES

All workforce participants at the university will receive a copy of the Drug-Free Workplace Policy at least annually.

Any workforce participant at the university convicted of violating a criminal drug statute inside OR outside of the workplace must notify his or her immediate supervisor or the principal investigator (in the case of federal research grant or contract) of the conviction, in writing, no later than five calendar days after the conviction. The immediate supervisor or principal investigator is responsible to immediately notify either Employee Relations or Faculty Relations, as appropriate.

If a workforce participant who violates this policy is engaged in a federally funded contract or award, the supervisor or principal investigator must also inform the Director of the Office of Research and Creative Activities. The Director of the Office of Research and Creative Activities will then notify all affected federal agencies within ten days of receiving notice of the conviction in compliance with 34 C.F.R. § 84.225(a).

If any workforce participant violates this policy, Employee Relations or Faculty Relations, as appropriate and in consultation with the appropriate unit management, will take appropriate personnel action against the individual, up to and including termination of employment, consistent with the requirements of the Rehabilitation Act of 1973 (29 U.S.C. § 794), as amended.

In the event the individual was engaged in the performance of a federal award or contract, these actions must be taken within thirty calendar days of learning about an individual’s conviction. The affected individual may be subject to criminal penalties under applicable federal and state law.

The principal investigator specifically, and not the university, is responsible for ensuring compliance with all terms of a federal grant or contract.

Other disclosures associated with the university’s drug-free workplace responsibilities are available in the annual campus security report available at https://police.byu.edu/ and click on the Annual Security Report tab.

DRUG PREVENTION ASSISTANCE

In an effort to deter drug abuse, the university has established the Substance-Abuse Prevention Office. For individual assistance, please contact this office at 801-422-1942.
Sexual Assault Prevention

The Brigham Young University Honor Code requires all university members to respect the personal rights of others and to obey the law. Any violation of another individual’s right to be free from forcible and non-forcible sex offenses constitutes a serious violation of the Honor Code that may result in termination of employment, suspension, or dismissal from the university. The following crimes, according to the definitions listed in the definitions section, are serious crimes and punishable by imprisonment: forcible sex offenses, including sexual assault, rape, forcible sodomy, sexual assault with an object, and forcible fondling; and non-forcible sex offenses, include incest and statutory rape.

Procedures to Follow if a Sex Offense Occurs

Incidents of on-campus assault should be reported to Jerusalem Center Security Office. Off-campus incidents should be reported to appropriate local law enforcement officials. If the victim desires, the Jerusalem Center Security Office will assist him or her in notifying the appropriate law enforcement authorities. Moreover, a victim of sexual assault has the option to decline to notify law enforcement. Prompt reporting facilitates the victim receiving medical assistance, counseling, or other support services and allows for the collection and preservation of crucial evidence. Victims of sexual assault should do the following:

- Escape and go to a safe place as soon as possible,
- Preserve all physical evidence (do not bathe, douche, brush teeth, wash hands, or change clothing),
- Use a clean jar to collect any urine,
- Notify the police as soon as possible,
- Ask the police to assist in getting medical attention,
- Find a trusted individual to provide moral support and company, and
- Use the campus and community resources listed in this publication to aid in recovery.

Sexual Misconduct Policy

April 7, 2014

I. GENERAL POLICY STATEMENT

Brigham Young University is committed to promoting and maintaining a safe and respectful environment for the campus community. The university will not tolerate sexual harassment, sexual violence, domestic violence, dating violence, or stalking (collectively “Sexual Misconduct”) perpetrated by or against any university students, university employees, participants in university programs, or visitors to its campus. This policy prohibits Sexual Misconduct by university employees (which include all faculty, staff, and administrative employees) and students, whether the behavior occurs on or off campus. This policy also prohibits Sexual Misconduct by or against visitors to the university (such as independent contractors, vendors, visiting lecturers, and visiting student-athletes).

The university will take immediate and appropriate steps to stop Sexual Misconduct, prevent its recurrence, and address its effects. Any person who violates this policy may be subject to discipline up to and including termination of employment, suspension, dismissal, and a ban from campus, depending on the circumstances and the severity of the violation and the violator’s status as an employee, student, or visitor.

The university will work to prevent Sexual Misconduct and address reports of Sexual Misconduct by

- educating members of the campus community about this policy and applicable laws;
- promptly addressing and resolving reports of Sexual Misconduct in accordance with this policy;
Individuals should seek to resolve incidents of Sexual Misconduct by following the procedures set forth in Section IV of this policy.

II. PROHIBITED CONDUCT

As required by Title IX of the Education Amendments of 1972 and Title VII of the Civil Rights Act of 1964, the university prohibits sex discrimination in its educational programs or activities, admission, and employment. See Nondiscrimination and Equal Opportunity Policy. Under certain circumstances, Sexual Misconduct may constitute sex discrimination.

Sexual Misconduct prohibited under this policy includes a range of unwelcome sexual conduct, including verbal and physical sexual harassment, sexual assault, and other forms of sexual violence, each of which is a form of prohibited sex discrimination. Other criminal behavior, such as domestic violence, dating violence, and stalking, that is generally (though not exclusively) gender-based is also considered Sexual Misconduct under this policy. This policy does not address consensual sexual misconduct, which may be prohibited under the Church Educational System Honor Code, or other kinds of sex discrimination of a non-sexual or non-criminal nature, which may be prohibited under the Nondiscrimination and Equal Opportunity Policy.

A. SEXUAL HARASSMENT

Sexual harassment is unwelcome conduct of a sexual nature and can include unwelcome sexual advances, requests for sexual favors, and other conduct of a sexual nature whether verbal, nonverbal, or physical. Conduct is unwelcome if the individual toward whom it is directed did not request or invite it and regarded the conduct as undesirable or offensive. A wide variety of sexual conduct may constitute sexual harassment. Examples of sexual harassment include, but are not limited to, the following:

- Sexually suggestive or offensive joking, flirting, or comments
- Unwelcome and intentional touching
- Sexually oriented verbal abuse
- Sexually oriented comments about an individual's body
- Displaying objects or pictures that are sexual in nature
- Sending sexually explicit or offensive text messages or other communications

Sexual harassment of any kind is contrary to the teachings of The Church of Jesus Christ of Latter-day Saints and the Church Educational System Honor Code, and is considered to be Sexual Misconduct prohibited under this policy.

Sexual harassment directed at employees or students of the university is also a form of sex discrimination which may be prohibited by Title VII of the Civil Rights Act of 1964 (prohibiting unlawful discrimination, including sex discrimination, in employment) and Title IX of the Educational Amendments of 1972 (prohibiting sex discrimination in federally-funded education programs and activities). Sexual harassment prohibited by these laws generally falls within one of two categories:

1. Quid pro quo sexual harassment— when submission to or rejection of the unwelcome sexual conduct is used as a basis for employment decisions affecting an employee, or when a teacher or other employee conditions an educational decision or benefit on a student’s submission to unwelcome sexual conduct.
2. Hostile environment sexual harassment—when the unwelcome sexual conduct is so severe or pervasive that it alters the conditions of an employee’s employment and creates a hostile, intimidating, or abusive working environment or it denies or limits a student’s or employee’s ability to participate in or benefit from the university’s programs or activities.

To avoid the possibility or appearance of quid pro quo sexual harassment, employees and students should avoid dating, romantic, or amorous relationships where a power differential exists. Examples of such relationships include, but are not limited to, a professor or teaching assistant involved in a relationship with his or her student, or a supervisor involved in a relationship with a subordinate employee. If such a relationship exists, it must be approved by both parties with the appropriate supervisor(s), who should document the disclosure of the relationship and confirm with the parties that the relationship is voluntary and not unwelcome to either party. As a general rule, dating, romantic, or amorous relationships should not be entered into or continued while one individual in the relationship has the power to either reward or penalize the other in work or in school.

Sexual harassment that creates a hostile environment is more common than quid pro quo harassment, but it is more difficult to identify. In order for harassment to be sufficiently severe or pervasive to create a hostile environment, the employee or student must subjectively consider the environment to be hostile or abusive and the conduct would also have to be objectively offensive, that is, reasonable people in the employee or student’s position would also find the conduct to be offensive, considering all the circumstances.

The fact that someone did not intend to sexually harass an individual is generally not a defense to a complaint of sexual harassment. In most cases, determining whether the behavior has created a hostile environment depends on the effect the behavior has on the victim (including its effect on an employee’s job performance or a student’s education) and the surrounding circumstances (such as the type, frequency, and duration of the conduct; the relationship between the alleged perpetrator and victim; the number of people involved in the conduct; and the location and context of the incidents). Unwelcome sexual conduct that is mildly offensive and isolated, incidental, or sporadic does not rise to the level of unlawful sexual harassment under Title IX or Title VII, even though it may still be disrespectful behavior in violation of this policy and the Church Educational System Honor Code.

B. SEXUAL VIOLENCE, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING

Sexual violence is a form of sexual harassment and refers to physical sexual acts perpetrated against a person’s will or against a person who is incapable of giving consent because of the victim’s age, disability, or use of drugs or alcohol. Examples of sexual violence include, but are not limited to, rape, sexual assault, sexual battery, and sexual abuse. Such acts of sexual violence, in addition to being criminal offenses prohibited under the Utah Criminal Code, also constitute Sexual Misconduct prohibited under this policy. A single act of sexual violence (e.g., rape) may be sufficiently severe to create a hostile environment.

Domestic violence, dating violence, and stalking are likewise criminal offenses under the Utah Criminal Code and are also considered Sexual Misconduct prohibited under this policy, even when the criminal behavior is not specifically sexual in nature.

III. REPORTING INCIDENTS

A. DUTY TO REPORT

University employees, including faculty, staff, and administrative employees, who become aware of or reasonably suspect any incidents of Sexual Misconduct must report the information to the Title IX Coordinator or the Equal Opportunity Manager. A dean, department chair, manager, supervisor, professor, or any other university employee who receives a report of Sexual Misconduct, including sexual harassment or sexual violence, must promptly refer the reporting individual to the Title IX Coordinator or the Equal Opportunity Manager. If a report of Sexual
Misconduct involves potentially criminal acts (i.e., rape, acquaintance rape, domestic violence, dating violence, sexual assault, or stalking), the alleged victim should be informed that he or she also has the option of reporting the incident to the University Police at 801-422-2222 and local police, and the option to be assisted by campus personnel in notifying such authorities. The University Police will notify the Title IX Coordinator of all such reports received. Persons who have reason to believe that a child (anyone under 18 years old) has been subjected to sexual violence or other forms of abuse or neglect, or who observe a child being subjected to conditions or circumstances which would reasonably result in such abuse or neglect, must report the situation to the nearest peace officer, law enforcement agency, or applicable office of the state Division of Child and Family Services, as required by state law and the university’s Child Protection Policy.

A university employee who receives a report of Sexual Misconduct should inform the reporting individual that the employee must report the incident, and the employee should then promptly make the report to the Title IX Coordinator or the Equal Opportunity Manager, as provided below. University employees with information regarding an incident of Sexual Misconduct who fail to report relevant information or to cooperate in an investigation may be subject to disciplinary action.

The only exceptions to this employee reporting obligation are those situations in which the university employee received the information as part of a confidential communication from another person in the context of a professional or otherwise privileged relationship (i.e., the university employee was the reporting person’s doctor, therapist, lawyer, ecclesiastical leader, or spouse).

In order to protect their own and others’ safety, individuals who believe they have been subjected to Sexual Misconduct should make a report even if they have simultaneously been involved in other violations of university policy, such as use of alcohol or drugs. Violations of university policy or the Church Educational System Honor Code do not make a victim at fault for sexual violence or other forms of Sexual Misconduct and will be addressed separately from the Sexual Misconduct allegation.

Individuals who believe they have been victims of sexual harassment may seek to resolve the issue privately under the informal resolution provisions of this policy or may report the issue under the formal resolution provisions provided herein. Individuals who believe they have been victims of sexual violence, or those who have suffered severe or pervasive sexual harassment creating a hostile environment, should always come forward and make a report under the formal resolution provisions.

B. WHERE TO REPORT

Any person may report Sexual Misconduct to the Title IX Coordinator, 3500 WSC, 801-422-2130, t9coordinator@byu.edu, or to the Equal Opportunity Manager, D-282 ASB, 801-422-5895, eo_manager@byu.edu. The names, office addresses, and telephone numbers of the Title IX Coordinator and the Equal Opportunity Manager are also posted on the university’s Title IX website at titleix.byu.edu/contact-us. In addition, individuals may submit reports, including anonymous reports, through EthicsPoint, the university’s 24-hour hotline provider, by telephone at 888-238-1062, or by submitting information online at https://secure.ethicspoint.com/domain/en/default_reporter.asp. A report of Sexual Misconduct (“Report”) can be made verbally or in writing.

Inquiries concerning Title IX and unlawful sex discrimination may be referred to the university’s Title IX Coordinator or the Equal Opportunity Manager. The Office for Civil Rights within the U.S. Department of Education (OCR) investigates claims of unlawful sex discrimination, including sexual harassment and sexual violence, in the university’s educational programs and activities. The OCR may be contacted by email.
C. COMPLAINT AND ACTIVITY LOG

The university’s Title IX Coordinator, in cooperation with the Equal Opportunity Manager, will maintain a confidential log of Title IX complaints and activity. To the extent that other campus departments receive complaints of Sexual Misconduct, are involved with complaint investigations, or conduct any part of the resolution proceedings, they should promptly report this activity to the Title IX Coordinator or the Equal Opportunity Manager for entry into the confidential log, even if the complaints are resolved without the involvement of the Title IX Coordinator or the Equal Opportunity Manager.

D. RETALIATION

Retaliation against an individual who has made a Report or provided information in connection with an investigation of Sexual Misconduct is strictly prohibited. Individuals who participate in a Sexual Misconduct investigation should be advised that university policy and federal law prohibit retaliation against them or against individuals closely associated with them and should be assured that the university will take steps to prevent retaliation and will take strong responsive action to any act of retaliation of which it becomes aware. See Nondiscrimination and Equal Opportunity Policy. An individual who feels that he or she has been subjected to retaliation should report the incident to the Title IX Coordinator or the Equal Opportunity Manager.

IV. COMPLAINT RESOLUTION PROCEDURES

The following procedures are designed to provide for the prompt and equitable resolution of reports of Sexual Misconduct perpetrated by or against university employees, students, or campus visitors.

A. INFORMAL RESOLUTION

Whenever it is reasonably possible and safe to do so, an individual who believes he or she has been subjected to Sexual Misconduct (“Complainant”) may attempt to resolve the issue privately and constructively with the person responsible for the alleged misconduct (“Respondent”). However, an attempt at informal resolution is not required and is not appropriate, even on a voluntary basis, in instances of sexual violence or other criminal behavior, or when sexual harassment is severe or has become pervasive.

The goal of informal resolution is to conclude the matter to the satisfaction of both parties quickly and confidentially. Either party may enlist the assistance of the Title IX Coordinator or the Equal Opportunity Manager in this effort. If satisfactory resolution is not reached after such informal efforts, or if the Complainant believes informal resolution is not possible or may be unsafe, he or she may forego the informal resolution process or discontinue it at any time and address the concern using the formal resolution process described below.

B. FORMAL RESOLUTION

The formal resolution process may be initiated by submitting a Report to the Title IX Coordinator or the Equal Opportunity Manager. Anyone can submit a Report under this policy; however, the submission of such a Report does not prevent the Complainant from subsequently pursuing informal resolution with the Respondent in appropriate circumstances.
1. Selection of the Investigator

Upon receiving a Report, the Title IX Coordinator will select a qualified employee to promptly investigate the allegations in the Report (“Investigator”). Generally, the Assistant to the Associate Deans of Students will serve as the Investigator for allegations against a student or against a campus visitor if the alleged victim is a student. The Equal Opportunity Manager will generally serve as the Investigator for allegations against university employees, including student employees unless the alleged misconduct occurred outside the student employment context. The Equal Opportunity Manager will also generally serve as the Investigator for allegations against visitors to campus if the alleged victim is a university employee or another visitor to campus. The Title IX Coordinator will consider any conflicts of interest, time constraints, or other relevant factors in selecting an Investigator.

2. Confidentiality

Given the sensitive nature of Sexual Misconduct allegations and the potential for damage to the parties’ personal reputations, all reports will be investigated as confidentially as reasonably possible. All participants in the investigation—including the Complainant, the Respondent, the Investigator, and individuals interviewed by the Investigator—should keep the allegations and proceedings confidential, and should provide information only to those university and governmental employees who are authorized to investigate the Report or who otherwise have a legitimate need to know. Records kept by the university relating to Sexual Misconduct allegations are not publicly available, but in the event that the university is required to make any such records publicly available, any identifying information about the Complainant will be excluded, to the extent permissible by law, to protect the Complainant’s confidentiality.

Notwithstanding the foregoing confidentiality provisions, Complainants and any witnesses who participate in an investigation of Sexual Misconduct should be advised that their confidentiality will be preserved only to the extent it does not interfere with the university’s ability to investigate the Report and take corrective action, and that if the investigation results in litigation, the university may be legally required to disclose any information it has received.

If a Complainant requests that his or her identity be kept confidential or asks the university not to pursue an investigation, the Complainant should be notified that (1) the university’s ability to investigate and respond to the Report may be limited by such a request, and (2) under some circumstances the university may not be able to honor such a request. The university will take all reasonable steps to investigate and respond to a Report consistent with the Complainant’s request for confidentiality. However, without conducting a full investigation or disclosing the full nature of the Report (including its source) to the Respondent, the university may be unable to impose any discipline, and its corrective actions might be limited to informing the Respondent that allegations of discriminatory behavior have been made against him or her, preserving a record of the discrimination allegation in the Respondent’s employment or student disciplinary file, and pursuing other steps to limit the effects of the alleged harassment and prevent its recurrence, such as training or surveys in the affected area or department. Complainants who require complete confidentiality may be advised that they can address their confidential concerns to ecclesiastical leaders, mental or physical health providers, or their own legal counsel.

The Complainant should also be advised that the university may not be able to honor a request for confidentiality or to forego an investigation if the university determines such a request would prevent the university from meeting its responsibility to provide students and employees with a safe and nondiscriminatory environment and its corresponding obligations to provide a thorough and impartial investigation and a prompt and equitable resolution of the Report.

The university will consider the following factors in determining whether to disclose the identity of a Complainant or pursue an investigation contrary to the Complainant’s request:
• the seriousness of the alleged Sexual Misconduct
• the age or maturity of the Complainant
• the existence of any previous accusations against the alleged violator
• the existence of independent evidence to substantiate the allegations
• in the case of accusations against a student, the rights of the student under the Access to Student Records Policy and Procedures and corresponding federal and state privacy laws or laws mandating disclosure

If the university determines it cannot honor a Complainant’s request for confidentiality or a Complainant’s request to forego an investigation, it will inform the Complainant prior to commencing its investigation.

3. Preliminary Assessment

Upon receiving a Report of Sexual Misconduct, the Title IX Coordinator and the Investigator will promptly perform a preliminary assessment based on the facts reported to determine whether they provide reasonable cause to believe a violation of this policy may have occurred. If there is no reasonable cause to believe a violation occurred, no further action will be taken and the Complainant will be informed that his or her Report has been considered and will not be investigated. If reasonable cause is found, an investigation will proceed as provided below.

4. Interim Measures

Based on any information acquired in the course of the preliminary assessment or investigation, the Title IX Coordinator or Investigator may recommend that interim measures be taken to protect the Complainant or others from further acts of Sexual Misconduct or retaliation while the investigation is still pending. This recommendation should be submitted to the office or individual within the university administration authorized to implement the recommendation. The Complainant and Respondent should be informed of the availability of interim measures such as separating the Respondent and the Complainant by changing academic or living situations as appropriate and the availability of academic support, on and off-campus counseling, health, and mental health services. In situations deemed to be extreme or dangerous, the office or individual within the university administration authorized to impose discipline on the Respondent (the “Responsible Administrator”) may take interim disciplinary action against the Respondent, up to and including a temporary suspension and ban from campus. Other remedial interim measures may also be appropriate, such as special training in the affected department or area, or the dissemination of information about how to report Sexual Misconduct.

5. The Complainant’s Written Complaint, Supporting Documentation, and Evidence

If a Complainant has not already submitted a sufficient written statement in connection with the initial Report, the Investigator will ask the Complainant to prepare and sign a written statement of the facts involved (“Complaint”). The Complaint should clearly and concisely describe the incident(s), including when and where the alleged Sexual Misconduct occurred. The Complaint may also include an explanation as to why the Complainant believes the Respondent’s behavior was unlawful or in violation of university policy, corroborating facts and evidence, the names of other individuals who may have information relevant to the Complaint, other materials or evidence in support of the Complaint, and a proposal for an appropriate resolution. The Complaint may not exceed ten pages in length, exclusive of attached documents and supporting materials, and must be submitted within two weeks of the Investigator’s request.

If the Complainant refuses or fails to submit a timely Complaint, the Investigator, in consultation with the Title IX Coordinator, may terminate the investigation. However, if the Investigator determines it is necessary to continue the investigation without a Complaint to determine what occurred and take appropriate remedial steps, the Investigator may prepare a summary of the facts reported and ask the Complainant to review the summary, make any necessary corrections, and affirm it with a signature. If the Complainant refuses to sign the Investigator’s summary of the
Report, the Investigator may either (a) note that the allegations have been withdrawn and terminate the investigation, or (b) note that the Complainant has refused to sign the summary of the allegations, but that the investigation will nevertheless proceed to determine what occurred and to protect the university’s interest in maintaining an environment free from sex discrimination. In such a case, the Investigator’s summary of the allegations will be treated as the Complaint under these procedures, and a copy of the Investigator’s summary with its notation will be delivered to the Complainant. A copy of the Complaint will be provided to the Respondent at a point in the investigation when the Investigator deems it advisable. The Investigator, in consultation with the Title IX Coordinator, may redact the Complaint copy before providing it to the Respondent to protect the identity or safety of the Complainant or any witnesses or for any other reason as the Investigator deems advisable.

6. The Respondent’s Written Response, Supporting Documentation, and Evidence

The Respondent may prepare and submit a signed written statement in response to the Complaint (“Response”). The Response should indicate whether the Respondent admits or denies the allegations in the Complaint and should provide any exculpatory facts or evidence, including the names of other individuals who may have information relevant to the allegations and other materials in response to the Complaint. The Response may also include an explanation as to why the Respondent believes any admitted conduct was lawful or was not in violation of university policy and whether any resolution proposed by the Complainant is or is not appropriate. The Response may not exceed ten pages in length, exclusive of attached documents and supporting materials, and must be submitted within two weeks of the Respondent receiving the Complaint. A copy of the Response will be provided to the Complainant at a point in the investigation when the Investigator deems it advisable. The Investigator may redact the Response copy before providing it to the Complainant to protect the identity or safety of any witnesses or for any other reason as the Investigator deems advisable.

7. Concurrent Investigations or Processes

An investigation conducted under these procedures will be conducted independent of any associated criminal investigation or any other university investigation or procedures. If the university determines the issues raised in this investigation may be relevant to its determination in another non-criminal investigation or another process that is simultaneously pending at the university, it may direct that the other investigation or process be suspended until this investigation and any appeals or administrative reviews are concluded. However, an investigation under these procedures will not be suspended pending the conclusion of a criminal investigation or any other investigation, though the fact-finding portion of the investigation may be delayed temporarily while the police are gathering evidence. While the findings and conclusions of one investigation will not determine the outcome of any other, any evidence or findings developed in any university or non-university investigation may be shared with and considered in any other university investigation.

8. Cooperation with University Investigations

Employees or students who fail to cooperate in the investigation, including those who knowingly or recklessly misrepresent any facts or who withhold pertinent information, may be subject to disciplinary action up to and including suspension or dismissal from the university or termination of university employment. The knowing or reckless reporting of false charges of Sexual Misconduct will be treated as a material breach of the Church Educational System Honor Code, subjecting the individual making the false accusations to similar disciplinary action.
9. The Investigation

The investigation should be thorough, prompt, adequate, reliable, and impartial. The Investigator will, in good faith, attempt to conclude the investigation within sixty days of receiving the Complaint. If, as a result of the complexity of the case or other extenuating facts and circumstances, the investigation cannot reasonably be concluded within the sixty-day period, the Complainant and the Respondent will be provided periodic updates at reasonable intervals regarding the status of the investigation.

During the investigation, the Investigator will consider the Complaint and Response, conduct interviews, and review any other documents or evidence submitted by the parties or discovered during the investigation. An investigation under these procedures is an internal university employment or student disciplinary matter. While any party is free to engage legal counsel or seek legal advice, attorneys for the parties will not be permitted to attend or otherwise participate in any employee or student interview, meeting, or other proceeding that may take place under these procedures.

At any time during the investigation, either of the parties or the Investigator may propose a resolution of the matter. If both the Complainant and the Respondent are satisfied with this proposed resolution, and if the Investigator, the Title IX Coordinator, and the Responsible Administrator are also satisfied that the university’s interests are protected, the matter may be resolved as proposed.

At the conclusion of the investigation, the Investigator will determine, based on the preponderance of the evidence (i.e., whether it is more likely than not), whether the Respondent has in fact engaged in Sexual Misconduct or other behavior in violation of university policy. The Investigator will promptly communicate this outcome simultaneously and in writing to the Complainant and the Respondent. The Investigator will also report the outcome to the Responsible Administrator, and may provide the Responsible Administrator with a report of findings describing the evidence and reasoning supporting the Investigator’s findings and the outcome. Upon request, the Investigator will provide a redacted copy of any report of findings to the Complainant or the Respondent.

10. Title IX Coordinator Review

A party who remains unsatisfied with the outcome of the investigation may ask for a review before the Title IX Coordinator (“Coordinator Review”). A Coordinator Review may be initiated by submitting a written request for review to the Title IX Coordinator within fourteen days after receiving notice of the outcome of the investigation from the Investigator. The party requesting a Coordinator Review must identify at least one of the following grounds for review in the request for review:

- The outcome of the investigation is clearly contrary to the preponderance of the evidence.
- A procedural error significantly impacted the outcome of the investigation (e.g., a substantiated bias or material deviation from these procedures).
- New evidence, unavailable to the party during the original investigation, has been discovered that could substantially impact the original outcome. This new evidence and an explanation of its potential impact must be included in the request for review.

In any Coordinator Review, the Title IX Coordinator will presume the outcome of the investigation was reasonable and appropriate, and the party submitting a request for review bears the burden of establishing, by clear and convincing evidence, that the outcome was reached in error.

The written request for review may not exceed five pages. The Title IX Coordinator will promptly send a copy of any request for review to the other party, and will provide both parties with a redacted copy of any report of findings created by the Investigator. The other party may submit a response to the request for review, also limited to five pages, within fourteen days after receiving a copy of the request for review.
If requested by either party, the Title IX Coordinator will conduct a Coordinator Review Hearing within thirty days of receiving the parties’ request for a hearing and their written submissions. In any such hearing, both of the parties will have an equal opportunity to present their view of the allegations and to ask questions of the Investigator or of the Title IX Coordinator, but the parties may not personally question or cross-examine each other during the hearing. Both parties will also have the same opportunity to be accompanied by another individual at a Coordinator Review Hearing. However, no attorneys will be permitted to attend or otherwise participate in the hearing, except that attorneys from the university’s Office of the General Counsel may participate for the purpose of advising the Title IX Coordinator on the applicable policy, procedures, and law governing the hearing. If requested by any party or by the university, an electronic recording of the hearing may be made, and a copy of the recording will be provided to both the Complainant and Respondent at the conclusion of the hearing.

The Title IX Coordinator may consider the written request for review and response and any other facts, evidence, or arguments developed in the investigation or the Coordinator Review to determine whether there is clear and convincing evidence that the outcome of the investigation was reached in error. The Title IX Coordinator will provide a written decision and report to the parties and to the Responsible Administrator within thirty days of receiving the parties’ submissions or, if there is a Coordinator Review Hearing, within thirty days of the hearing.

11. Resolution and Disciplinary Sanctions

Within fourteen days of receiving a determination of the outcome and any report of findings from the Investigator or, in the case of a Coordinator Review, within fourteen days of receiving the Title IX Coordinator’s written decision and report, the Responsible Administrator will determine the resolution of the Complaint, including the imposition of any disciplinary sanctions, as provided in the applicable disciplinary policy. Any person found in violation of this policy may be subject to discipline up to and including termination of employment, suspension, dismissal, or a ban from campus, depending on the circumstances and the severity of the violation.

The Responsible Administrator(s) and the applicable disciplinary policy will be determined as follows:

- The Responsible Administrators for a Complaint against a faculty member are the faculty member’s dean and chair or director, who shall administer any discipline consistent with the applicable provisions of the Faculty Discipline and Termination Policy. If the dean and the chair or director conclude there may be adequate cause for involuntary termination of the faculty member’s employment, the Academic Vice President will be consulted and must give final approval for the termination.

- The Responsible Administrator for a Complaint against a non-faculty employee is the director over the employee’s area, who shall administer any discipline in consultation with the Manager of Employee Relations and consistent with the applicable provisions of the Administrative and Staff Employee Discipline Policy and procedures.

- The Responsible Administrator for a Complaint against a student is the Honor Code Office, which will administer any discipline consistent with the Honor Code Investigation and Administrative Review Process. The Honor Code Office may conduct its own investigation of the Complaint, or it may accept part or all of the Investigator’s outcome determination and any report of findings in lieu of an independent Honor Code investigation. If the student is also an employee of the university, the Investigator will provide a copy of the outcome and any report of findings to the student employee’s manager, who will administer any discipline affecting the student’s employment status in consultation with the Manager of Employee Relations and consistent with the applicable provisions of the Administrative and Staff Employee Discipline Policy and procedures.
• The Responsible Administrators for a Complaint against a visitor to campus who is neither a student nor an employee are the vice president over the university unit that originally invited the visitor to campus, or the vice president’s designee, and, if a violation is found, the University Banning Committee. If the visitor was not invited to campus, the Responsible Administrator is the University Banning Committee.

Complaint resolution shall include, in addition to any discipline imposed, reasonable steps designed to correct any discriminatory effects on the Complainant and on others who may have been affected, and to prevent the recurrence of any discriminatory or otherwise inappropriate actions.

The Responsible Administrator will communicate the resolution in writing to both the Complainant and the Respondent simultaneously. However, the Responsible Administrator may choose not to disclose the discipline imposed by the resolution, and will not disclose the discipline imposed on a student except under one of the following circumstances:

• the discipline directly affects the other party—such as when the student is ordered to stay away from the other party, is transferred to another job, worksite, class, or residence hall, or is suspended or dismissed from the university;

• the Complainant alleged Sexual Misconduct involving a crime of violence or a non-forcible sex offense; or

• the student gives his or her written permission to disclose the discipline.

The university may also report findings of criminal misconduct to the police and may report criminal or other serious misconduct to an individual’s ecclesiastical leaders as it deems appropriate in its absolute discretion.

12. Review of Disciplinary Sanctions

A faculty member, full-time administrative or staff employee, or a student may request an administrative review or appeal of the resolution based on a claim that the discipline imposed on him or her is substantially disproportionate to the severity of the violation. Any such review should be initiated and conducted pursuant to the applicable university policy or procedure, as follows:

• A faculty member may appeal the involuntary termination of his or her employment pursuant to the “Appeal of Disciplinary Action and Termination” provisions of the Faculty Discipline and Termination Policy. A faculty member may appeal disciplinary sanctions short of termination to the Academic Vice President pursuant to the Faculty Grievance Policy.

• Full-time administrative and staff employees may submit a grievance or, in the case of termination, a request for an administrative review, pursuant to the Administrative and Staff Employee Grievance Policy.

• When the resolution includes disciplinary sanctions affecting a student’s Honor Code standing, the student may seek a review pursuant to the “Administrative Review” provisions of the Honor Code Investigation and Administrative Review Process.

C. EXHAUSTION OF REMEDIES

A student or employee may not initiate civil litigation or civil administrative remedies against the university or its employees, agents, officers, or trustees until all the remedies provided by these procedures have been exhausted.
D. WAIVER OF CLAIMS

Failure to submit a Complaint or to pursue a Coordinator Review or other administrative review or appeal within the stated deadlines or to exhaust the remedies provided by these procedures within the time provided will constitute a waiver of the student’s or employee’s right to pursue any claim against the university in the matter, unless the right to pursue a statutory claim is preserved by law or the university waives this clause in writing.

V. TRAINING

The university will seek to make all employees and students familiar with the contents of this policy. All administrators, deans, chairs, directors, managers, and supervisors are responsible to ensure that employees within their areas of stewardship are properly trained on their obligations under this policy and applicable laws.

The Title IX Coordinator will develop and oversee training and education programs to promote the awareness of rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking. The Equal Opportunity Manager may assist in fulfilling that responsibility. All training sessions and participants should be documented, and those records should be provided to the Title IX Coordinator. Such training and education shall consist of at least the following:

1. Primary prevention and awareness programs for all incoming students and new employees, and ongoing prevention and awareness campaigns for continuing students and employees, including at least the following information:
   a. A clear statement that the university prohibits domestic violence, dating violence, sexual assault, and stalking, and definitions for these offenses under the Utah Criminal Code.
   b. The definition of consent under the Utah Criminal Code.
   c. Safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of one of the offenses listed in subsection (a) against another person.
   d. Information on risk reduction to recognize warning signs of abusive behavior and how to avoid potential attacks.
   e. Information about this policy, including
      i. information about discipline the university may impose for Sexual Misconduct;
      ii. procedures for victims of Sexual Misconduct to follow, including written information about the importance of preserving evidence and reporting offenses to the university and law enforcement authorities;
      iii. procedures for institutional disciplinary actions; and
      iv. information about preserving victim confidentiality.
   f. Written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, and other services available to victims of Sexual Misconduct both on campus and in the community.
g. Written notification of victims about their options for, and available assistance in, changing academic, living, transportation, and working situations.

2. Annual training for Investigators and Responsible Administrators on issues related to domestic violence, dating violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
Counseling and Student Services for Victims of Sex Offenses

The following are services provided by the university or by the surrounding community to facilitate recovery.

Resources

Child Abuse Hotline ........................................................................................................ 1800-220000
Child Abuse Reporting ................................................................................................. 118
Domestic Violence Hotline ......................................................................................... 1800-220000
Jerusalem Center Doctor’s Quarters ............................................................................ ext. 2307, 2522, and 2820
Rape Crisis Center for Men .......................................................................................... 1203
Rape Crisis Center for Women .................................................................................... 1202
Tina Whitchurch .......................................................................................................... ext. 2525
Women’s Shelter ....................................................................................................... (02) 671-2446
Registered Sex Offenders

In accordance with the federal Campus Sex Crimes Prevention Act (CSCPA), notice must be given of registered sex offenders to institutions of higher education if the offender is employed, carries on a vocation, or is a student at the institution. This information is available at the University Police Department, 2120 JKB, Provo, UT 84602-6201 concerning BYU faculty and employees. Information regarding registered sex offenders residing within Utah can be accessed via the following website:


Israel does not have a law similar to the Campus Sex Crimes Prevention Act, nor does it have a sex offender registry accessible to the public. There are specific vocational restrictions for sex offenders. They are not allowed to work in institutions where minors or people with disabilities study or visit, including schools, zoos, youth camps, gymnasiums, youth departments, youth clinics, or any other institute which requires contact with minors or those with disabilities.
Emergency Notification, Response, and Evacuation

Upon confirmation of any significant emergency or dangerous situation involving an imminent threat to the health or safety of the campus community, the following communication resources and procedures will be used.

The Security Department will confirm the magnitude and scope of an emergency through the Center’s fire/smoke detection system, CCTV, fence system, security guard on-site detection, notification of threat from resident, media, and/or law enforcement. Upon confirming that an event warrants immediate notification of the campus community, the Security Department will issue an emergency notification. Without delay (unless mitigating factors warrant a delay) alert, information, and reassurance messages will be streamed to the campus community through: emails, notices on bulletin boards situated on floors 1-6, short messaging systems (SMS), public addressing system (depending on the urgency of the warning), or announcement sessions.

Evacuation and/or shelter-in-place alert directions will be given. Should the incident or threat impact the larger community, the Israel Police will determine whether Jerusalem residents should be alerted.

Depending on the magnitude and scope of the emergency and whether the threat to Center residents is an on-campus threat or an off-campus threat, all residents should adhere to the following guidelines:

On-Campus Threat
1. Primary shelter-in-place locations – unless otherwise directed by the incident commander:
   - Upper Booth
   - Lower Booth
   - Gymnasium
2. Alternate shelter-in-place locations:
   - Level 2 Shelter
   - Level 6 Shelter

Off-Campus Threat
1. Any threat received, whether on campus or off, JCSO will establish how many of the Center’s residents are in the building.
2. Anyone affiliated with the Center is required to use their micro-encoded card to enter or exit the premises. When the card is passed by the proximity reader, the name and picture of the user is recorded on the system. This way JCSO knows who is in or out of the building at any given time.
3. Disturbances or demonstrations in town – JCSO will determine who is out of the building.
4. Upon confirming that an event warrants immediate notification, JCSO will immediately send out an SMS warning to everyone and call all those out of the Center to either return to the Center or to avoid a certain area.
5. If necessary, JCSO will arrange an escort back to the Center.

Testing
At the beginning of each semester (three times a year) the emergency response system will be tested. The test may be announced or unannounced, and the message sent to the campus community will read as follows: “This is a test of the emergency response system. In the event of a real emergency the alert message will tell you what the emergency is and what to do.” A record will be made of each test, including a description, the date and time of the test, and whether it was announced or unannounced.
Security Office will publicize its emergency notification procedures in conjunction with the testing of the emergency response system.

**Evacuation Drills**
Under the direction of the Jerusalem Center Security Office, evacuation drills are conducted on a semester basis. A record is made for each drill that includes a description, the location, date, time, and whether the drill was announced or unannounced.
Missing Student Notification Policy and Procedures

The following policy and procedure has been established to assist in locating students residing in on-campus housing when, based upon facts and circumstances, Jerusalem Center Security Office and Israel Police has determined a student to be missing:

If you believe a student is missing, you should immediately alert one of the following:
- Jerusalem Center Security Office,
- Executive Director,
- Assistant Director,
- Associate Director,
- Security Coordinator, or
- Housing Couple.

At the beginning of each academic year, the university will inform students residing in on-campus housing that BYU will notify an individual selected by the student within 24 hours after the student is determined to be missing. Students may register this confidential contact information on their Route Y Personal Information page. Such information will be accessible only to authorized campus officials, and may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation.

All missing student reports will be immediately referred to the Security Office. Upon determining that a student has been missing for 24 hours, Security Office personnel will initiate emergency contact procedures in accordance with the student’s emergency contact information and, if the student is under 18 years of age (and not emancipated), the student’s custodial parent or legal guardian will also be contacted. Upon determining that a student is missing, Security Office personnel or local law enforcement will initiate a missing person investigation.

Upon determining that a student is missing, the Security Office will notify the following:
- Executive Director,
- Assistant Director,
- Security Coordinator, and/or
- Any local law enforcement agency that has jurisdiction in the area.

The Jerusalem Center is an enclosed campus with a strict curfew policy. Students are not allowed to leave the center in less than groups of three. Individual students missing curfews and/or losing their groups will be dealt with as missing persons. If a student is not at the Center or hotel (when students are on extended filed trips away from the Center) within two hours of curfew, Center personnel will contact local law enforcement officials. Furthermore, if a student does not return to a field trip bus, local law enforcement officials will be immediately notified.
Crimes and Other Situations

Active Shooter
To survive an active shooter incident, one must develop a survival mindset and a course of action. A survival mindset is a protective shield with three components: awareness, preparation, and rehearsal. A course of action may include any or all of the following:

- Figure out the situation;
- Get out to a safer area if you can;
- Call out to the police;
- Hide out if you are unable to get out;
- Keep out the shooter by blocking doorways, etc.;
- Spread out (do not huddle together) and quietly develop a plan of action; and
- Take out the shooter. Assume the shooter’s intentions are lethal and be prepared to do whatever it takes (survival mindset) to neutralize the threat.

Shots Fired
This is an online video that explains the aforementioned concepts in detail. To view this video, go to police.byu.edu and click on the Shots Fired icon.

Flashpoint
This is an online video that teaches violence awareness. “Awareness plus Action equals Prevention.” To view this video, go to police.byu.edu and click on the Flashpoint icon.

Assault
Avoid circumstances that may make you vulnerable to assault. These include jogging at night and walking near dense shrubbery where assailants might hide. You should always stay near well-lighted paths and walkways at night, carry a cell phone and a whistle to summon help, and let friends or family know where you are going and when you will return. Keep windows and doors locked, and keep drapes and blinds closed while dressing.

Child Abuse
Utah State Law requires any person who has “reason to believe that a child has been subjected to abuse or neglect, or [observes] a child being subjected to conditions or circumstances which would reasonably result in abuse or neglect” to immediately report the incident to the nearest peace officer, law enforcement agency, or applicable office of the state Division of Child and Family Services.

Child abuse includes, but is not limited to the following:

- The endangerment of a child’s physical or mental health resulting from a non-accidental harm of a child,
- Threatened harm of a child,
- Sexual exploitation, and
- Sexual abuse.

Domestic Violence
Domestic violence is a crime in which a person intentionally or knowingly causes or attempts to cause a cohabitant physical harm or intentionally or knowingly places a cohabitant in reasonable fear of imminent physical harm.
Cohabitant: An individual who is or was a spouse (or living as a spouse) of the other person, is related by blood or marriage to the other person, has one or more children in common with the other person, is the biological parent of the other person's unborn child, or resides or has resided in the same residence as the other person (this applies to a roommate setting).

Any of the following crimes committed against a cohabitant constitute the crime of domestic violence:

- Aggravated assault;
- Assault;
- Criminal homicide;
- Harassment;
- Telephone harassment;
- Kidnapping, child kidnapping, or aggravated kidnapping;
- Mayhem;
- Sexual offenses;
- Stalking;
- Unlawful detention;
- Violation of a protective order or ex parte protective order;
- Any offense against property;
- Possession of a deadly weapon with intent to assault;
- Discharge of a firearm from a vehicle, near a highway, or in the direction of any person, building, or vehicle; and
- Child abuse.

Domestic violence is a campaign of control. Some of the more common abuser tactics include control through criticism, isolation, money, mind games, decision making, jealousy, children, blame, verbal threats, sex, physical threats, and/or physical assaults.

**What would it take for an abuser to change?**
The abuser would have to admit his or her history of psychological, sexual, and physical abusiveness, and to acknowledge that the behavior was a wrong choice (not a loss of control). The abuser would need to recognize the effects the abuse has had on his or her victims and show empathy. Identifying patterns of controlling behavior and attitudes and replacing them would also be important, as well as reevaluating his or her distorted image of the abused. The abuser would also need to make amends for damages, accept the consequences, and commit to not repeating the abusive behaviors.

**Pornography and Indecent Material**
Involvement with pornographic, erotic, obscene, indecent, or other offensive materials, expressions, or conduct that, in the sole discretion and judgment of the university, is inconsistent with the BYU Honor Code or with the principles of BYU's sponsor, The Church of Jesus Christ of Latter-day Saints, is a serious offense. Such offenses may result in appropriate university sanctions, including termination from university employment, immediate suspension, or dismissal from the university as well as prosecution pursuant to state and federal law. BYU believes that an educational and living environment that is consistent with the principles of respecting individual dignity and with the moral virtues encompassed by
the gospel of Jesus Christ will assist in discouraging the advent of sexual offenses on campus and within the university community.

Suspicious Packages or Letters
Suspicious packages and letters can possibly contain an explosive device or biological agent. If you receive a suspicious package or envelope, you should not shake or empty the contents. Do not touch the package. Leave the room, close the door, or secure the area to prevent others from entering, and immediately notify the Israel Police.

Certain characteristics can make packages and letters more suspicious. An item that deserves concern might have excessive postage, a handwritten or poorly typed address, incorrect titles, no return address, discolorations, unusual sounds, visual distractions, excessive security material or weight, lopsided or uneven envelope, or a city or state in the postmark that does not match the return address.

What to do with a package or envelope with a powdery substance
- Do not clean up or touch the powder.
- Leave the room, close the door, or secure the area to prevent others from entering.
- Wash hands and exposed skin with soap and water to prevent spreading powder to your face.
- Immediately report the incident to the police
- Remove contaminated clothing as soon as possible and place in a plastic bag or other container. Give it to the emergency responders.
- Shower with soap and water as soon as possible.
- Make a list of people that were in the area, especially those who may have had contact with the powder.
- Immediately notify the Israel Police.

Theft
Theft on campus is the most frequently reported crime. As with crimes against persons, the best defense against theft is vigilance. The following suggestions may assist you in protecting your personal property:

- In a public setting, never leave personal belongings unattended even for a minute.
- Keep doors and windows locked.
- Do not keep large amounts of money in your room or on your person.
- On campus, lock your bicycle with a quality lock system in approved bicycle racks.
- Register your bicycle with local police or with the University Police.
- Do not lend your keys, credit cards, or BYU ID card to anyone.
- Do not attach ID to your keys.
- Engrave ID numbers on personal property (do not use your Social Security number).
- Keep records of your property, including description, make, model, and serial number.
- Do not leave your laundry unattended in public laundry facilities.
- Always lock your car and remove valuables or place them in the trunk of the car.

Anthrax Organisms
Anthrax organisms can cause infection in the skin, gastrointestinal system, or the lungs. Disease can be prevented after exposure to the anthrax spores by early treatment with the appropriate antibiotics. Anthrax is not spread from one person to another person.
Fire Safety Report

Introduction
In 2008, Congress passed the College Opportunity and Affordability Act that requires an Annual Fire Safety Report for on-campus student housing facilities. From January 2000 to April 24, 2014, 166 people have died in campus-related fires across the United States. Even though more than 85 percent of these deaths occurred in off-campus housing facilities, it has been recognized that on-campus student housing fire safety is an important factor when selecting an educational institution to attend.

Fire Statistics

<table>
<thead>
<tr>
<th>HOUSING FACILITIES</th>
<th>FIRES, INJURIES, DEATHS &amp; $$ LOSS TOTALS</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>2011</td>
</tr>
<tr>
<td></td>
<td>Fires</td>
</tr>
<tr>
<td>Jerusalem Center</td>
<td>0</td>
</tr>
</tbody>
</table>

Cause of 2011 Fires
None to report.

Cause of 2012 Fires
None to report.

Cause of 2013 Fires
None to report.

On-Campus Student Housing
The Jerusalem Center is protected by an automatic fire sprinkler system, which was added in 2005. The complex is also protected by a fire alarm system, which sounds a local alarm and reports to a security office, which is manned twenty-four hours a day.

Fire Drills
The Jerusalem Center conducted three fire drills in 2013—once during fall, winter, and spring/summer semesters—to familiarize student residents with the evacuation procedures of the Center.

Student Housing Fire Safety Rules
Small portable appliances and space heaters are not allowed in the bedrooms.

BYU is a non-smoking university. Smoking is not allowed in any BYU housing facility.

Incense, candles, or any open flames are not allowed in any housing facility. University policy strictly prohibits the possession and/or discharge of fireworks or any type of explosive device in or around all housing facilities.

---
Evacuation Procedures
When a fire alarm sounds, residents are to:
- Close windows and doors,
- Walk or crawl to the nearest exit (Exit routes are posted in the rooms and throughout the buildings),
- Not use elevators,
- Assemble in a pre-designated area where residence advisors or the program director will attempt to take a head count, and
- Not re-enter the building until cleared to do so by the advisor, director, a firefighter, or a police officer.

When residents discover a fire, they should:
- Activate the fire alarm system and then leave the building, shouting and knocking on doors as they leave,
- Only attempt to rescue others if they can do so safely, and
- Not attempt fighting a serious fire.

Fire Safety Education & Training
At the beginning of each semester, new students and staff are oriented as to fire safety and policies. All policies are also posted on the university’s website (at http://www.byu.edu/oncampushousing/fam_guidelines_safety.shtml and http://www.byu.edu/oncampushousing/sng_guidelines.shtml), handed out in the student packets, and posted on bulletin boards. The staff receives separate training and evacuation procedures.

Reporting Fires
For the purpose of record keeping and statistical reporting, all fires discovered by students or employees shall be reported to the Security Office. The Security Office shall forward reports to the university’s fire marshal.

JC Security Office .......................................................... 0
Fire .......................................................... 102
East Jerusalem Station .......................................................... (02) 628-2222
West Jerusalem Station .......................................................... (02) 678-9401

Plans for Future Improvements
New public address and access control systems were installed. An electronic bulletin board for Level 6 was installed. An upgrade for the existing infrared fence system is in planning stages.
Appendix

Assumption of Risk, Release and Indemnity Agreement

Part 6: ASSUMPTION OF RISK, RELEASE AND INDEMNITY AGREEMENT

This document is a legally binding agreement to be signed by the student and the student’s parent/guardian before a notary public. Before signing this document, you are advised to fully familiarize yourself with the BYU Jerusalem Center Study Abroad Program and its rules and regulations.

1. Parties. The parties to this Assumption of Risk, Release and Indemnity Agreement (“Agreement”) are:
   A. Brigham Young University, a nonprofit corporation and institution of higher education, and its affiliates, including The Church of Jesus Christ of Latter-day Saints, related entities, subsidiaries, predecessors and assigns and all of its past, present, and future officers and directors, including its Board of Trustees and each of the Board’s members, employees, agents, representatives, volunteers, and donors and their respective heirs and legal representatives. These parties are sometimes hereinafter collectively referred to as “BYU.”
   B. The student applicant, an individual and his or her parents, guardians, respective heirs and legal representatives. These parties are sometimes hereinafter referred to as “Student” or “we.”

2. General. As used in this Agreement, the word “Program” shall mean the BYU Jerusalem Center Study Abroad Program.

   The words “Program terms” shall mean all policies, terms, conditions, rules and regulations, whether written or unwritten, associated with the Program. These Program terms may be changed, modified, or newly made at any time, including after the signing of this Agreement.

   By signing this Agreement, we acknowledge that we have read, understood and agreed to be bound by all Program terms. We also agree that depending upon the circumstances, the actions of BYU may vary from the Program terms, and we agreed to such variances.

3. Hazards and Risks. We understand that through participating in the Program there are serious hazards and risks of loss of personal property, of personal injury, of illness, or of death arising from the Student’s actions, the actions of others, or events beyond the Student’s control or the control of BYU. We expressly acknowledge that we have read and understand the present U.S. Department of State Travel Warning with respect to Israel, the West Bank and Gaza. The most recent Travel Warning is set forth below as follows:

   Travel Warning
   United States Department of State Bureau of Consular Affairs
ISRAEL, THE WEST BANK AND GAZA

June 19, 2013

The security environment remains complex in Israel and the West Bank, and U.S. citizens need to be aware of the continuing risks of travel to these areas, particularly to areas described in this Travel Warning, where there are heightened tensions and security risks. The Department of State strongly warns U.S. citizens against travel to the Gaza Strip. Furthermore, it cautions them that, with the exception of Jericho and Bethlehem, personal travel to the West Bank by U.S. government employees is prohibited. This replaces the Travel Warning issued December 20, 2012, to update information on the general security environment.

Over three million foreign citizens, including hundreds of thousands of U.S. citizens, safely visit Israel and the West Bank each year for study, tourism, and business. The Government of Israel and the Palestinian Authority make considerable efforts to protect U.S. citizens and other visitors to major tourist destinations. Nonetheless, U.S. citizens should also take into consideration that U.S. government personnel are not permitted to use public buses due to past attacks on public transportation and that U.S. government personnel must notify the Embassy’s Regional Security Officer before traveling in the areas surrounding Gaza and south of Beersheva, as well as to the Golan Heights. Furthermore, U.S. government personnel are restricted from conducting personal travel to most parts of the West Bank.

Major Metropolitan Areas in Israel
Personal safety conditions in major metropolitan areas, including Tel Aviv and Haifa and their surrounding regions, are comparable to or better than those in other major global cities. Tourists, students, and businesspeople from around the world are welcome. Visitors should observe appropriate personal security practices to reduce their vulnerability to crime, particularly late at night or in isolated or economically depressed areas, including in the countryside. Visitors are advised to avoid large gatherings or demonstrations and keep current with local news, which is available through numerous English language sources.

U.S. citizen employees of the U.S. Embassy and Consulate General and their families are prohibited from using public buses and their associated terminals and bus stops throughout the country. On November 21, 2012, a bomb exploded on a public bus in downtown Tel Aviv, causing several injuries. Additionally, between November 15 and 20, 2012, long-range rockets launched from Gaza reached as far north as Tel Aviv. In light of the threat of rocket or missile attacks, visitors and U.S. citizens living in Israel should also familiarize themselves with the location of the nearest bomb shelter (often referred to as a secure or protected room). Since the early 1990s, the Government of Israel has required that all new homes and buildings include a designated shelter. Visitors should seek information on shelters from hotel staff or building managers. Additionally, the government of Israel has had a long-standing policy of issuing gas masks to its citizens and is currently in the process of issuing replacement masks, an initiative that began in 2010. Visitors and foreign residents in Israel are not issued masks and must individually procure them, if desired. For further emergency preparedness guidance, please visit the website of the Government of Israel’s Home Front Command, which provides information on how to choose a secure space in a home or apartment as well as includes a page listing the types of protective kits (gas masks) issued by the government of Israel to its citizens.

Gaza Vicinity
Travelers to areas of Israel in the vicinity of the Gaza Strip should be aware of the risks presented by small arms fire, anti-tank weapons, rockets, and mortars launched from inside Gaza toward Israeli cities and towns. These attacks can come with little warning. Some rockets have traveled more than 40 km (24 miles) from Gaza and landed as far north as Yavne and Gadera and as far east as Beersheva. Gunfire, rocket, and mortar attacks in the regions bordering Gaza have been a regular occurrence. Visitors to these areas should remain aware of their surroundings and of the location of bomb shelters and should take note of announcements and guidance provided by the Home Front Command.

Travelers should also be aware of the heightened state of alert maintained by Israeli authorities along Israel's
border with Egypt since an August 18, 2011, terrorist attack that killed eight and injured nearly 40 people along Route 12, north of Eilat. There have been subsequent cross-border incidents from Egypt including rocket attacks and ground incursions, such as an attack that took place on August 5, 2012.

Due to the threats in these areas, U.S. government personnel must notify the Embassy's Regional Security Office in advance if they plan to visit the vicinity of the Gaza Strip or south of Beersheva. Added security measures, such as the use of armored vehicles, are commonly used for such travel. U.S. citizens considering travel overland into Egypt from Israel should review the Department of State's Country Specific Information for Egypt.

Northern Israel
Rocket attacks into Israel from Lebanon have occurred without warning along the Israeli-Lebanese border. Tensions have increased along portions of the Disengagement Zone with Syria in the Golan Heights as a result of the internal conflict occurring in that country. Sporadic gunfire has occurred along the border region. There have been several incidents of mortar shells and light arms fire impacting on the Israeli-controlled side of the zone as a result of spillover from the fighting in Syria. Travelers should be aware that cross-border gunfire could occur without warning. Furthermore, there are active land mines in areas of the Golan Heights, so visitors should walk only on established roads or trails. Due to the sporadic, unpredictable nature of the Syrian conflict in these areas, U.S. government personnel must notify the Embassy's Regional Security Office in advance if they plan to visit the Golan Heights.

Jerusalem
U.S. citizens should be aware of the possibility of isolated street protests, particularly within the Old City and areas around Salah Ed-Din Street, Damascus Gate, Silwan, and the Sheikh Jarrah neighborhood. Travelers should exercise caution at religious sites on holy days, Fridays, Saturdays, and Sundays. U.S. government employees are prohibited from entering the Old City on Fridays during the month of Ramadan due to congestion and security-related access restrictions.

In October 2012, a tour bus operating on an established route within East Jerusalem was the target of a stone-throwing attack that resulted in injury to a U.S. citizen tourist. Such attacks, however, are not common in the city of Jerusalem.

In mid-November 2012, long-range rockets launched from Gaza in the direction of Jerusalem reached as far as the outskirts of Bethlehem.

The West Bank
The Department of State urges U.S. citizens to exercise caution when traveling to the West Bank. Demonstrations and violent incidents can occur without warning, and vehicles are regularly targeted by rocks, Molotov cocktails, and gunfire on West Bank roads. U.S. citizens can be caught in the middle of potentially dangerous situations, and some U.S. citizens involved in political demonstrations in the West Bank have sustained serious injuries. The Department of State recommends that U.S. citizens, for their own safety, avoid demonstrations. During periods of unrest, the Israeli Government may restrict access to the West Bank, and some areas may be placed under curfew. All persons in areas under curfew should remain indoors to avoid arrest or injury. Security conditions in the West Bank may hinder the ability of consular staff to offer timely assistance to U.S. citizens.

Personal travel in the West Bank by U.S. government personnel and their families is permitted to the towns of Bethlehem and Jericho and to transit the West Bank using Routes 1, 443, and 90. Personal travel is also permitted to Qumran off Route 90 by the Dead Sea, as are stops at roadside facilities along routes 1 and 90. All other personal travel in the West Bank, unless specifically authorized for official purposes, is prohibited.

The Gaza Strip
The Department of State strongly urges U.S. citizens to avoid all travel to the Gaza Strip, which is under the
control of Hamas, a foreign terrorist organization. U.S. citizens in Gaza are advised to depart immediately. The security environment within Gaza, including its border with Egypt and its seacoast, is dangerous and volatile. Exchanges of fire between the Israel Defense Forces and militant groups in Gaza take place regularly, and civilians have been caught in the crossfire in the past. Although the Rafah crossing between Gaza and Egypt allows for some passenger travel, prior coordination with local authorities -- which could take days or weeks to process -- is generally required, and crossing points may be closed for days or weeks. Travelers who enter the Gaza Strip through the Rafah crossing must also exit through the Rafah crossing, and those entering the Gaza Strip may not be able to depart at a time of their choosing. Because U.S. citizen employees of the U.S. government are not allowed to enter the Gaza Strip or have contact with Hamas, the ability of consular staff to offer timely assistance to U.S. citizens is extremely limited.

Entry/Exit Difficulties
Some U.S. citizens holding Israeli nationality, possessing a Palestinian identity card, or of Arab or Muslim origin have experienced significant difficulties in entering or exiting Israel or the West Bank. Such U.S. citizens planning to travel to Israel, the West Bank, or Gaza should consult the detailed information concerning entry and exit difficulties in the Country Specific Information.

Contact the Consular Section of the U.S. Embassy for information and assistance in Israel, the Golan Heights, and ports of entry at Ben Gurion Airport, Haifa Port, the northern (Jordan River/Sheikh Hussein) and southern (Arava) border crossings connecting Israel and Jordan, and the border crossings between Israel and Egypt. An embassy officer can be contacted at (972) (3) 519-7575 from Monday through Friday during working hours. The after-hours emergency number is (972) (3) 519-7551.

Contact the Consular Section of the U.S. Consulate General in Jerusalem for information and assistance in Jerusalem, the West Bank, the Gaza Strip, and the Allenby/King Hussein Bridge crossing between the West Bank and Jordan, at (972) (2) 630-4000 from Monday through Friday during working hours. The after-hours emergency number is (972) (2) 622-7250.

For More Information
Occasional public messages issued by the Embassy and the Consulate General are e-mailed to registered U.S. citizens and are posted on State Department websites to highlight time-sensitive security concerns. To receive such messages, travelers should register with the Embassy or the Consulate General via the Smart Traveler Enrollment Program and visit the Consular Affairs website.

Current information on travel and security in Israel, the West Bank, and the Gaza Strip may be obtained from the Department of State by calling 1-888-407-4747 within the United States and Canada, or, from overseas, 1-202-501-4444. For additional and more in-depth information about specific aspects of travel to these areas, travelers should consult the Country Specific Information for Israel, the West Bank and Gaza and the Worldwide Caution. Travelers transiting or visiting Jordan and Egypt during their trip to Israel should also consult their respective Travel Warnings, Travel Alerts and Country Specific Information, all of which are available on the Department of State's Consular Affairs website.
We understand that this Travel Warning is subject to change at any time by the United States Department of State and we agree that this Agreement will remain in full force and effect in the event of any changes in the Travel Warning. We assume all risks associated with travel to Israel whether or not mentioned in any travel warning or otherwise in this document.

If we are not United States citizens or residents, we acknowledge that BYU has advised us to check any travel warnings issued by our own country.

We acknowledge that we have read and understood this Travel Warning and have decided that the Student will participate in the Program. We accept all risks associated with the heightened dangers of such travel. In addition, we understand that participation in the Program will include living and traveling through areas where there is a constant risk of violent clashes, confrontations, and acts of terrorism; that these areas have a heightened threat of terrorist incidences; and that for these reasons BYU cannot guarantee the safety of the Student in participating in the Program. The Student also acknowledges to have been fully briefed and informed by BYU as to the nature of the Program, the field logistics involved in implementing the Program, and the specific hazards and risks associated with participation in the Program.

4. **Conduct.** The Student agrees that throughout the Program, the Student will at all times and in all places act in accordance with applicable statutes, ordinances, and laws and applicable BYU rules, policies and regulations including but not limited to BYU’s Honor Code and the specific applicable Program rules. Student acknowledges that violation of any law, rule, regulation, or instruction of BYU personnel or of any lawful authority is grounds for immediate dismissal from the Program. Student further agrees that BYU supervisory personnel shall have the right to terminate the Student’s participation in the Program if it is determined that the Student’s conduct violates any law or rule or if, in the sole discretion of the supervisor, the supervisor determines that the Student’s actions are detrimental to or are in conflict with the Program aims and objectives or are out of harmony with the best interests of the Program. In such an event, the Student shall return home at Student’s own expense and may be subject to further disciplinary actions by BYU including but not limited to suspension or expulsion from the University. In the event the Student is required to return home, the Student agrees no money paid for or in connection with the Program will be refunded.

5. **Assumption of Risk, Release and Indemnification.** The term “claims” used in this Agreement shall mean any and all claims and liability of any kind whatsoever, past, present and future, both known and unknown, including attorney fees and costs of litigation and including those which have not yet arisen or matured, whether in law or in equity, arising from, related to, or in connection with the Program, Student’s participation in the Program, travel to, from, during, before and after the Program (including personal travel), Student’s use of free time during the Program, any medical treatment or testing (including without limitation blood tests), or vaccination Student may or may not receive, any discipline Student may receive during or after the Program, Student’s departure, withdrawal, dismissal or other removal from the Program, any changes in the Program, any communication or notices or lack thereof before, during, or after the Program, any anti-discrimination laws and regulations of any jurisdiction, any delay, property damage, loss or theft, any hostile act, government act or omission, terrorism, social unrest, local laws, climatic conditions, or other conditions, developments, or disruptions, any bodily, emotional or mental injury, illness, disease, or death, and all other claims, liability, damage, cost, loss, or expense of any nature whatsoever,
including but not limited to, claims for negligence or any intentional act on the part of BYU or any other person or entity.

In consideration of Student’s acceptance to participate in the Program, and by signing, we for ourselves, individually and jointly, hereby agree to:

A. Voluntarily assume full responsibility for all hazards and risks associated with participation in the Program; and
B. Release, waive and discharge BYU from any and all claims; and
C. Covenant not to sue BYU with respect to any and all claims; and
D. Indemnify, defend and hold harmless BYU from any and all claims.

We further agree that this language of assumption of risk, release and indemnification shall be interpreted as broadly as possible in favor of BYU.

6. Medical Consent. We certify that student is fully able to participate in all program activities without the need of specialized or individualized attention, accommodation or medical regimen. In the event of any medical emergency either physical or emotional, we hereby grant to BYU or any of its representatives of the Program the full authority to take any action deemed necessary to protect the Student’s emotional and physical health and safety at the Student’s own expense, including but not limited to, placing the Student under the care of a doctor or in a hospital or any other place for medical examination and/or treatment, or returning the Student to the United States or the Student’s country of origin at Student’s own expense, if such return is deemed necessary after consultation with medical authorities. In the event the Student is returned to the United States or country of origin, the Student shall not recover any money paid in connection with the Program. The Student further agrees BYU is not required to take any such actions if it is not aware of any emergency or in its discretion determines no emergency warrants action.

We expressly authorize BYU to request, receive, and disclose, among BYU personnel and third parties, confidential Student medical information in connection with the diagnosis and treatment of the Student.

7. Governing Law/Jurisdiction. We agree that this Agreement and any and all issues relating to it or the Program are to be solely and exclusively governed by and construed in accordance with laws of State of Utah without giving affect to principles of conflicts of law. We agree that the state or federal courts located in the State of Utah shall have exclusive jurisdiction to determine disputes arising from, related to, in connection with or in any way involving this Program or this Agreement, and we consent to the exercise by such court of personal jurisdiction over us and waive and agree not to assert any objection or defense based on lack of personal or subject matter jurisdiction or venue. If any term or provision of this Agreement is declared invalid by a court of competent jurisdiction, the remaining terms of this Agreement shall remain unimpaired and in full force and effect.

8. Publicity. We irrevocably grant to BYU the right to photograph, film, videotape, audio tape, or otherwise record, by any and all methods now or hereafter known, the Student’s or parent’s/guardian’s image, voice and/or likeness and to use any photograph, image or likeness in which the Student or parent/guardian may appear or any utterance or statements Student or parent/guardian may make, or any portion thereof, in any and all media, including the Internet,
any number of times, in any and all manners, and by any and all means now or hereafter known, for promotional and other purposes without approval by or compensation to the Student or parent/guardian. We agree that any photograph, image, likeness, utterance, or statement shall be BYU’s sole and exclusive property. We release BYU from any and all liability in connection with the use of such photograph, image, likeness, utterance or statement.

9. **Non-Program Activities.** We understand that from time to time Student may be allowed to travel separately from the Jerusalem Center group on weekends or at other times when it will not interfere with required Program activities and group field trip travel; that this travel will be at Student’s own initiative and expense; that it must be with small groups of other Students; and that it must be in areas authorized by the Director of the Jerusalem Center within Israel, Jordan, Egypt, and Europe (on Student’s return trip) independent of the Program sponsored by BYU. We acknowledge that this additional travel will not be directly supervised by BYU, although students traveling on their own, except immediately in and around Jerusalem, must obtain prior permission from the Director of the Jerusalem Center. All such travel, with the exception of travel in Europe, must be in a group of at least three individuals. We therefore acknowledge that the assumption of risk, release and indemnification provisions contained in paragraph 5 of this Agreement are applicable to such travel which is independent of the Program.

10. **Entire Agreement.** This Agreement is the only, sole, entire and complete agreement between BYU, the Student and Student’s parent/guardian relating in any way to the Program. No other statements, promises or representations regarding the subject matter of this Agreement have been made by BYU to Student or parent/guardian or relied upon by Student or parent/guardian other than as expressly provided in this Agreement.

   This Agreement supersedes any earlier written or oral understandings or agreements between BYU and the student or parent/guardian related to the subject matter hereof.

11. **Knowing and voluntary Assent.** Student and parent/guardian specifically affirm that they have carefully read this ASSUMPTION OF RISK, RELEASE AND INDEMNITY AGREEMENT, understand its content, and voluntarily agree to all of its terms and conditions. Student expressly represents to BYU that Student is currently 18 years of age or older.
STUDENT APPLICANT: Please note that both student and parent/guardian must sign the agreement in the presence of a notary (regardless of student age or independence). Original signatures are required, and forms can be submitted on separate pages, if necessary.

________________________________________
Student Signature

________________________________________
Student Printed Name

________________________________________
Address

________________________________________
City/State/Zip Code

State of _____________
County of _____________
Subscribed and sworn before me on this ___ day of ______________, in the year ____________.

DAY__________________ MONTH__________________ YEAR__________________

NOTARY:________________________________________
SEAL:________________________________________

PARENT/GUARDIAN: I, the undersigned parent/guardian, have read and understand the above Agreement, understand the potential dangers incident to the Student engaging in this Program, am fully aware of the legal consequences of this Agreement, agree to its terms, and understand I am releasing and waiving certain rights and assuming the risk of injury and damage to Student resulting from Student’s participation in the Program.

________________________________________
Parent/Guardian Signature

________________________________________
Parent/Guardian Printed Name

________________________________________
Address

________________________________________
City/State/Zip Code

State of _____________
County of _____________
Subscribed and sworn before me on this ___ day of ______________, in the year ____________.

DAY__________________ MONTH__________________ YEAR__________________

NOTARY:________________________________________
SEAL:________________________________________