


# Timely Warning

			Policy identification number: <b>To come...</b>	
			File: <b>Other Operational Policies &gt; Campus Police and Parking</b>	
<h2>Timely Warning</h2>				
Policy Summary				
<b>Fort Lewis College (FLC) is required to issue Timely Warnings to the College community to help prevent crimes from recurring.</b>				
Policy Owner		Approval Date		Effective Date
<b>Vice President for Student Affairs</b>		<b>September 30, 2015</b>		<b>September 30, 2015</b>
Search Terms		Scheduled for Review		
<b>vpsa, t, w, c, timely, warning, clery</b>		<b>Fall 2020</b>		

## Policy Statement

1. FLC Police are responsible for preparing Timely Warnings. Information about criminal incidents that is reported to or brought to the attention of the FLC Police is reviewed on a case-by-case basis in light of all the facts surrounding a crime, including factors such as the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts. While every attempt will be made to distribute the Timely Warnings as soon as possible after an incident or series of incidents is reported, the release will occur after a determination is made that the crime represents a continuing threat to students and employees and is subject to the availability of accurate facts concerning the incident. FLC Police will consult with appropriate FLC administrators to determine whether a Timely Warning should be issued based on available information to FLC Police at the time.
2. Public Safety Notices will include some or all of the following information:
  - Brief summary of the incident, including location, date and time;
  - Physical description of the suspect, if available;
  - Date and time the Notice was released;
  - Action taken by the FLC Police in response to the crime;
  - Action recommended for community members; and
  - Information on crime prevention, personal safety and/or other community safety resources.
3. Public Safety Notices are distributed by campus emails sent to all students and employees. Additional means of communication, such as fliers, may be used.

## Reason for Policy

In compliance with the Jean Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, FLC issues Timely Warnings to the College community to help prevent crimes from recurring.

## Responsibilities

**For following policy:** Chief of Police

**For enforcement of policy:** Vice President for Student Affairs

**For oversight of policy:** Vice President for Student Affairs

**For notification:** Policy Librarian

**For procedures implementing policy:** Vice President for Student Affairs