

Office of Public Safety

October 2, 2017



## CLERY COMPLIANCE AWARENESS WEEK

### Montgomery College Annual Security Report

On September 20, 2017, you received a direct link to the Montgomery College Annual Security Report. It is important that you take time to review the information in this report.

The report provides valuable information about:

- security policies for the campus, including access and maintenance
- to whom a crime or other emergency should be reported
- the authority and jurisdiction of the public safety personnel
- how the institution will communicate with you in the event of a serious crime or other emergency that poses a threat to the health or safety of our community
- the crime prevention, security awareness, sexual misconduct, and other safety and security-related education programs offered by various campus departments
- the institution's policies, procedures, and response to reports of sexual misconduct



## What can you do to help create a safe campus and to keep our campus in compliance?

Each student and employee can participate by doing the following:

- Familiarize yourself with the contents of the Montgomery College Annual Security Report. It contains important safety and security-related information that you can use to help keep yourself and others safe.
- Participate in the various safety and security-related education programs provided by the College.
- Read all safety and security-related communications distributed by the College and follow any instructions or crime prevention tips they contain.
- If you are the victim of or witness to a crime, report it promptly to the Office of Public Safety at 240-567-7777 (Germantown), 240-567-5111 (Rockville), or 240-567-1600 (Takoma Park/Silver Spring).
- If you know someone who was the victim of a crime, encourage them to report it promptly to the Office of Public Safety at the contact numbers listed above or direct them to one of the following departments to seek guidance and assistance.
  - Counseling and Advising: 240-567-7734 or SA 250 (Germantown), 240-567-5063 or CB 215 (Rockville), 240-567-1480 or ST 233 (Takoma Park/Silver Spring)
  - Victims Assistance and Sexual Assault Program (VASAP) Campus Liaisons: 240-777-1355
- If you are the victim of any form of Sexual Misconduct, report it immediately to the Office of Public Safety at the contact numbers listed above and to the Title IX Coordinator, Christopher Moy, at 240-567-5412 or Christopher.Moy@montgomerycollege.edu.
- If you see evidence of a fire that has already been extinguished in an area where it may not have set off a fire alarm (e.g., you see evidence that someone lit a trashcan on fire, you see evidence of a piece of paper on a bulletin board that was set on fire, etc.), immediately report that to Office of Public Safety at the contact numbers listed above so that the incident can be documented and investigated if it is not clear that the fire was set accidentally.