



University of New Haven

POLICIES AND PROCEDURES

Policy Title:

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Responsible Office: Public Safety and Administrative Services
Responsible Official: Associate VP for Public Safety and Administrative Services

Introduction 1

Scope

Policy Sections..... 1

 8609.1 Definitions 2

 8609.2 Procedures 3

 8609.3 Responsibilities 5

 8609.4 Related Documents and Policies..... 5

Appendix:Timely Warning Matrix

Purpose

This policy outlines the procedures the UNIVERSITY OF NEW HAVEN (the University) will use to determine whether to issue Timely policy is distributed in accordance with the UNIVERSITY OF NEW Policy (Policy 8601) and is applicable to all UNIVERSITY OF NEW HAVEN departments located within the University’s Clery geography.

Why We Have This Policy

In the event of a Clery Act crime that may pose a serious or ongoing threat to members of the

3. People or offices that are not members of a campus police/security department,

The content of a community alert may vary depending on the type of incident reported and the location in which it occurred.

In those cases where the UNIVERSITY OF NEW HAVEN issues an Emergency Notification in response to an incident on campus that represents a significant threat to the health and safety of the campus community, the University is not required to issue a Timely Warning, as long as it provides applicable updates regarding the nature of the situation.

Responsibilities

- The Associate Vice President for Public Safety and Administrative Services has overall responsibility for distribution of Timely Warnings for the UNIVERSITY OF NEW HAVEN.
- The Associate VP's designee will generally perform the distribution of Timely Warnings for the University (Chief of Police, Deputy Chief of Police, Fire Marshal, etc.)
- Upon notification of a potentially Timely Warning qualifying event via the UNHPD dispatch center, or other CSA the on-duty Sergeant or Officer in Charge of the University of New Haven Police Department shall notify the UNHPD's Chief of Police, Deputy Chief of Police, or Fire Marshal of the event to facilitate the Timely Warning to the University community.
 - This notification is passed along as the duty supervisor will have immediate law enforcement responsibilities to deal with – life safety, evidence preservation, mutual aid, or other law enforcement items or student safety.
- Immediately after the above notification, the UNHPD's Chief of Police, Deputy Chief of Police, Fire Marshal, or designee shall prepare a Timely Warning notice for distribution to the University community utilizing appropriate templates or individually crafted according to the event in question.
 - The methods of distribution are explained in the "Procedures" section of this policy.

Web Address for This Policy

<https://www.newhaven.edu/student-life/public-safety/police/clery-disclosure/clery-related-policies.php>

Related Documents and Policies

- Clery Act Compliance Policy (UNH policy 8601)
- Policy and procedure for issuing emergency notifications (UNH policy 8610)

Appendix

Timely Warning Decision Matrix

Policy History – Created 02/24/2022