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**Subject: Campus and Workplace Violence Prevention Policy**

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## **1. Purpose**

It is the intent of Virginia Polytechnic Institute and State University to provide a safe and secure environment for university employees, students, and visitors by establishing preventative measures and providing assistance and support to victims. This policy specifically addresses the university's position on the prevention, reduction, and management of violence to provide a safe working and learning environment for our students, employees, and visitors at all university owned, controlled, or leased properties, including satellite locations. In implementing this policy, the university is guided by the Commonwealth of Virginia's Policy 1.80 Workplace Violence and Policy 2.30 Workplace Harassment. In accordance with Section 23-9.2:10 of the Code of Virginia, this policy addresses the requirements that each public college or university shall have in place policies and procedures for the prevention of violence on campus, including assessment and intervention with individuals whose behavior poses a threat to the safety of the campus community.

The conduct of students is covered, in depth, by the [Student Code of Conduct](#) and [University Policies for Student Life](#) contained in the [Hokie Handbook](#) ([www.hokiehandbook.vt.edu](http://www.hokiehandbook.vt.edu)). The Division of Student Affairs, Student Conduct Office is responsible for implementation. Nothing in this policy amends the University Policies for Student Life or the Student Code of Conduct.

## **2. Policy**

Virginia Tech does not tolerate acts of violence committed by or against employees, students, contractual workers, temporary employment agency workers, volunteers, visitors, or other third parties on university owned, controlled, or leased properties, or while conducting university business at any location, including representing the university at conferences or off-site meetings, or riding in university owned or leased vehicles.

This policy applies to the personal conduct of an employee while functioning in the course and scope of employment, whether on or off-campus, and to any off-duty violent conduct that adversely impacts a university employee's ability to perform his or her assigned duties and responsibilities. The personal conduct of students

involving violations occurring off university property will be addressed under the Student Code of Conduct and *University Policies for Student Life* (contained in the Hokie Handbook) if university officials decide that university interests are involved. Student employees, including graduate students with assistantships, may also be covered under relevant employee policies.

It is intended that useful management strategies be employed to identify and prevent incidents of workplace and campus violence, reduce the effects of violence on victims, and provide consequences to those who threaten or perpetrate violence as judgment permits. University managers, employees, and students should report indications of possible hostile behavior, and are not to be subjected to acts of retaliation for reporting threatening behavior. The university will use available resources such as the [Employees Assistance Program](#) (refer to Policy 4345 Employee Assistance Program), law enforcement offices, the university's Women's Center, relevant offices within the Division of Student Affairs, and applicable human resources and student programs and policies in responding to alleged acts of violence.

In addition, the university's department of Human Resources provides a [conflict resolution program](#) to assist in diffusing tensions and resolving interpersonal disputes through collaborative problem-solving before disputes reach a level at which violence may erupt.

Policy 5615: University Safety and Security Policy provides an overview of existing university safety and security policies and programs that demonstrate compliance with Sections 23-9.2:9-11 of the Code of Virginia and the Higher Education Act of 1965 as amended. The policy describes the authorities and responsibilities to carry out programs and operations that promote safety and security of individuals and property and establishes an operational committee for coordination and oversight of university safety and security policies and procedures. The policy also defines the specific responsibilities of the Virginia Tech Police Department (VTPD) and other university offices with responsibilities for campus safety and security, including compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

## 2.1 Prohibited Conduct and Sanctions

Violence includes, but is not limited to, intimidation, threats, physical attack, domestic and dating violence, stalking, or property damage, and includes acts of violence committed by or against university employees, students, contractual workers, temporary employment agency workers, customers, relatives, acquaintances, or other third parties on university facilities.

Prohibited conduct includes, but is not limited to:

- Intentionally injuring another person physically;
- Engaging in verbal or physical behavior that creates a reasonable fear of injury to an identifiable person;
- Intentionally engaging in verbal or physical behavior that subjects an identifiable individual to extreme emotional distress;
- Engaging in threatening or violent behavior based on race, ethnicity, gender, sexual orientation, or other protected status;
- Defacing or damaging property;
- Threatening to injure an individual or to damage property;
- Committing injurious or threatening acts related to sexual assault, stalking, dating or domestic violence or sexual harassment;
- Brandishing a weapon or firearm; and
- Retaliating against any individual who, in good faith, reports a violation of this policy or seeks help in addressing concerns arising under this policy.

Verbal behavior also includes use of any method of communication such as email, comments posted on websites, or other paper or electronic media.

A violation of this policy shall be considered unacceptable conduct and subject to the disciplinary actions under the appropriate faculty, staff, and student policies, up to and including dismissal.

- University staff and classified employees are subject to disciplinary action as outlined in the *Commonwealth of Virginia Standards of Conduct and Performance Policy 1.60*.
- University faculty members are subject to disciplinary review as outlined in the [Faculty Handbook](#).
- Hourly and wage employees, including adjunct faculty, are “at will” employees and may be disciplined or dismissed.
- Undergraduate and graduate students are subject to disciplinary actions as outlined in the [Hokie Handbook \(Student Code of Conduct and University Policies for Student Life\)](#).

Individuals who violate this policy may also be subject to arrest for trespass and/or violation of the appropriate state criminal statutes, and/or may be barred from campus.

For employees, an act of off-duty violent conduct may be grounds for disciplinary action, up to and including dismissal per applicable personnel policies.

## 2.2 Prohibition of Weapons

The university’s employees, students, and volunteers, or any visitor or other third party attending a sporting, entertainment, or educational event, or visiting an academic or administrative office building, dining facility, or residence hall, are further prohibited from carrying, maintaining, or storing a firearm or weapon on any university facility, even if the owner has a valid permit, when it is not required by the individual’s job, or in accordance with the relevant University Policies for Student Life. This prohibition applies to all events on campus where people congregate in any public or outdoor areas.

Any such individual who is reported or discovered to possess a firearm or weapon on university property will be asked to remove it immediately. Failure to comply may result in a student conduct referral and/or arrest, or an employee disciplinary action and/or arrest.

## 2.3 Authorized Exceptions to Prohibition on Possession of Firearms or Weapons

The following groups are exempted from this regulation:

- A. Employees may possess a firearm or weapon only if the employee is:
1. Required to possess the firearm or weapon as a part of the employee’s job duties with Virginia Tech;
  2. Using the firearm or weapon in conjunction with training received by the employee in order to perform the responsibilities of his/her job with the university;
  3. Is residing in university owned houses and are permitted to keep personal firearms on these premises; however, this exception does not extend to employees living in university residence halls.
  4. A certified and sworn police officer employed by the Virginia Tech Police Department; and/or
  5. Participating in a program sponsored by the Virginia Tech Police Department, wherein the firearms are provided by the Department and utilized only during supervision by the Department.

VTPD must approve all position descriptions requiring an employee to possess a weapon or firearm.

- B. Students may possess and use appropriate tools, such as saws, knives, and other such implements, necessary for the performance of their job duties or school work, or for student recreational purposes approved under the [Student Code of Conduct and University Policies for Student Life \(Hokie Handbook\)](#) or while participating in a

program sponsored by the Virginia Tech Police Department wherein the firearms are provided by the Department and utilized only during supervision by the Department.

- C. Sworn and certified local, state or federal law enforcement officers who carry proper identification.
- D. Individuals participating in sanctioned classes, athletics, or recreational sports practices, games/matches/tournaments, or events on campus which require the use of such items, may possess and use implements otherwise categorized as weapons (i.e. archery, starter pistols, etc.) if previously approved in writing by the Chief of the Virginia Tech Police Department or designee. Requests should be submitted no later than seven days in advance of the event and should contain sufficient detail to fully describe the purpose and use of the weapon(s), the time period during which the weapon(s) will be on university property or at a sponsored event, and where and for how long the weapon(s) will be stored.
- E. Contractors and others on campus whose duties require possession and use of construction equipment, including but not limited to pneumatic nail guns, may possess and use such equipment only in performance of their job duties through a valid contractual or legal relationship with Virginia Tech.

## 2.4 Prevention, Risk Assessment, and Response

As part of a larger and institution-wide commitment to a safe campus and workplace environment, the university is committed to the development of preventative measures, including the campus and workplace violence prevention committee, the threat assessment team, security planning for at-risk individuals, pre-employment screening, as well as efforts to increase awareness of conflict resolution, employee assistance programs, student services, and other outreach and educational initiatives to increase employee and student awareness.

The Chief of the Virginia Tech Police Department, or designee, chairs the Campus and Workplace Violence Prevention Committee which is appointed by the President and reports to the University Safety and Security Policy Committee. The Campus and Workplace and Violence Prevention Committee is charged with developing and implementing violence prevention and education procedures, programs, and guidance; publishing a statement of mission, membership, and leadership; and overseeing implementation and compliance with this policy. It will also be responsible for:

- Recommending and implementing employee and student awareness and training programs on campus and workplace violence;
- Reviewing periodic summary reports from Student Affairs, Campus Police, Human Resources, and other offices regarding violence prevention programs;
- Communicating internally with employees and students regarding violence prevention programs; and
- Evaluating the effectiveness of the university's workplace/campus violence prevention programs.

### 2.4.1 Threat Assessment Team (TAT)

The President is responsible for appointing a Threat Assessment Team and its chair in accordance with 23-9.2:10 Code of Virginia. The team reports to the University Safety and Security Policy Committee and includes representatives from the Virginia Tech Police Department, Academic Affairs, Student Affairs, and Human Resources, and a clinical psychologist from the University's Counseling Center. Legal Counsel serves as an advisor to the Threat Assessment Team. The team is charged with using its judgment to assess, intervene, and follow policies for individuals whose behaviors may present a threat to the safety of the campus community as appropriate; working with enforcement and mental health agencies to expedite assessment and intervention; and developing comprehensive fact-based assessments of students, employees, or other individuals who may present a threat to the university. The TAT is empowered to take timely and appropriate action, consistent with the judgment of the team, university policy and applicable law.

## 2.5 Identifying and Reporting Risks

All individuals are encouraged to be alert to the possibility of violence on the part of employees, former employees, students, customers, and strangers. Employees and students shall place safety as their highest concern, and shall report all acts of violence and threats of violence. All reports of violence will be handled in a confidential manner, with information released only on a need-to-know basis within the campus community and in accordance with federal and state laws and regulations. Management shall be sensitive and responsive to the potential for fear of reprisal by employees or students who report threats or acts of violence. This policy prohibits retaliation against any person who, in good faith, reports a violation of this policy. Every effort will be made to protect the safety and anonymity of anyone who comes forward with concerns about a threat or act of violence.

## 2.6 Responsibilities

Administrators, faculty members, staff members, and students should take any threat or violent act seriously and to report acts of violence or threats to the appropriate authorities as set forth in this policy.

Department heads, directors, and supervisors are also responsible for communicating the policy to all employees under their supervision, overseeing facility safety, identifying and providing violence prevention training to employees as appropriate, and ensuring that all employees are aware of how to report potential threats.

The Virginia Tech Police Department will coordinate all university action in case of a violent incident on campus or in the work place, and investigate threats or incidents of violence. Only the Virginia Tech Police or other law enforcement agencies should attempt to apprehend the alleged offender. As appropriate, the Virginia Tech Police Department will apprise the Threat Assessment Team.

Human Resources will coordinate employee-related preventive measures, including conducting criminal conviction checks in accordance with university policy, providing awareness programs to new employees, coordinating referrals to the employee assistance program, advising employees and managers, making referrals to the Threat Assessment Team and providing case management, providing conflict resolution services, and coordinating with other university and community resources to support victims of violence.

Student Affairs will coordinate student-related preventive measures including training for professionals, student employees (e.g. Resident Advisors), and students through the on-call process and through other education and training methods. The Student Conduct Office is responsible for responding to and adjudicating violations of the University Policies for Student Life. The Dean of Students Office staff will coordinate and convene the Care Team, the goal of which is to coordinate support services and administrative response to crises involving students, make referrals to the Threat Assessment Team, and provide case management.

The Office of Emergency Management (OEM) will develop and coordinate the university's emergency response plan, advise departments on the development of unit plans, provide templates to support the development of departmental plans, and coordinate emergency preparedness training for university administrators and departments in partnership with Student Affairs, University Relations, Virginia Tech Police, Environmental Health and Safety, Human Resources, and other offices.

The VT Women's Center will respond to requests for assistance from staff, student, and faculty victims of violence, or threats of violence, by providing counseling, advocacy, safety planning, and other support as needed to victims of sexual assault, rape, dating or domestic violence, or other forms of campus or workplace violence. The Center will coordinate services with on- and off-campus partners such as the VT Police Department and other law enforcement agencies, the court system, the on-campus student conduct process, medical and hospital services, and shelter services.

## 3. Procedures

### 3.1 Reporting Incidents

Any individual who believes there is an immediate danger to the health or safety of any member of the university community should call the Virginia Tech Police immediately.

The university's Threat Assessment and Management website <http://www.threatassessment.vt.edu> describes indicators of potential concern and identifies resources. Individuals should call the Virginia Tech Police (540-231-6411) to notify the Threat Assessment Team about a concerning behavior or situation observed.

**EMERGENCIES OR PERSONS OF CONCERN:** Students, faculty, staff, and visitors may report emergencies, criminal actions and suspicious behavior to the Virginia Tech Police by dialing 911 from any campus phone or by activating the blue emergency phones located on campus. If "911" is dialed from a cellular phone or pay phone, the call will be routed to an off-campus police department or dispatch center. If this should occur, the caller should describe the nature of the emergency to the dispatcher and ask to have the call transferred to the Virginia Tech Police Department. In order to avoid this type of delay, campus patrons may consider programming cellular phones to the Virginia Tech Police Department at (540) 231-6411. All non-emergency calls to the Virginia Tech Police should also be directed to (540) 231-6411.

Virginia Tech personnel who work at off-campus sites should inquire with local officials about the proper procedures for requesting emergency assistance, including the use of cellular phones. Most Virginia locations use "911" for emergency calls. However, use of cellular phones at off-campus sites to request emergency assistance may involve delays similar to those described above, depending on how the call is routed.

**CRIMES:** Virginia Tech encourages the community to report all possible crimes to the Virginia Tech Police Department at 911 for emergencies, and 231-6411 for non-emergencies. Certain crimes may be reported on-line at [www.police.vt.edu](http://www.police.vt.edu). Voluntary confidential and/or anonymous reporting is available at [stopabuse.vt.edu](http://stopabuse.vt.edu) or by using the TIPS crime-line at 232-TIPS.

**DISTRESSED EMPLOYEES:** Concerns about the behavior of or statements made by Virginia Tech employees including teaching and research faculty employees, administrative or professional employees, classified and university employees and wage employees may be reported to Human Resources at (540)231-9331. Matters needing immediate attention should be directed to the VT Police Department at (540)231-6411.

**DISTRESSED STUDENTS:** The Dean of Students Office takes reports of students who may be in distress. The Dean of Students reporting system allows faculty members and critical staff members identified by department heads to submit information about a student whose exhibited behaviors or statements may be of concern (in or outside of the classroom). Contact may be made by phone (540-231-3787) or the reporting system available within the Hokie SPA/Faculty Access menu. Matters needing immediate attention should be directed to the VT Police Department at (540)231-6411.

**WORKPLACE ACCIDENTS AND INJURIES:** An injured employee is required to immediately report an accident or illness to the direct supervisor. Upon the employee's notification of the injury to the departmental supervisor, the department is required to offer the employee a Workers Compensation Panel of Physicians. Those employees needing immediate medical treatment for serious injuries may visit the Emergency Room and should report the injury as Workers' Compensation at the time treatment is received. Once an employee reports a job-related injury, the supervisor must immediately file the Employer's Accident Report, Form VWC No. 3 with Human Resources within 24 hours of the date/time of the injury (see <http://www.hr.vt.edu/benefits/workerscomp/index.html> for procedures and contact information).

**OTHER RESOURCES FOR REPORTING:**

SafeWatch: online means for identifying and anonymously reporting violations of university policies and community expectations related to harassment, discrimination or similar behaviors. ( <http://www.safewatch.vt.edu/form.html> )

Stop Abuse: Individuals may contact Stop Abuse at the Virginia Tech's Women's Center ((540) 231-7806) regarding concerns about sexual assault, relationship violence, stalking, cyberstalking/online harassment, and sexual harassment. If help or support is needed after 5 pm during the week or on the weekend, the Women's Resource Center of the New River Valley's 24-hour hotline at (540) 639-1123 should be used.

Detailed procedures are included in the policies referenced in the body of this policy, the additional related policies included in section 5.0 References, and on the websites of the university offices engaged in supporting campus safety and security.

General questions about the Campus and Workplace Violence Prevention Policy should be directed to the Virginia Tech Police Department. Questions about specific issues may also be directed to:

- Human Resources (540) 231-9331
- University Legal Counsel (540) 231-6293
- Virginia Tech Police (540) 231-6411
- Virginia Tech Women's Center (540) 231-7806
- Student Conduct Office (540) 231-3790
- Dean of Students Office (540) 231-3787
- Cook Counseling Center (540) 231-6557
- Occupational Safety Division - Environmental Health and Safety (540) 231-5985

### **3.2 Emergency Communications**

Policy 5615: University Safety and Security describes the university's emergency communications process. In accordance with the Higher Education Act of 1965 as amended and Section 23-9.2:11 of the Code of Virginia, the university has implemented a comprehensive communications system to provide prompt warning notifications and alerts of emergencies or threats to the campus community using a variety of methods, including but not limited to: email notices; phone, cellular phone, and text messages; classroom electronic message signs; posters; university website notices; campus loud speakers and desktop alerts.

### **3.3 Support for Victims of Violence**

The university shall make efforts to provide a campus and workplace free from violence and to protect and support victims and those threatened or exposed to acts or threats of workplace violence by offering security measures and identifying appropriate resources for providing support and assistance. Victims may also need special accommodations or adjustments to their work or class schedule, location or working conditions in order to enhance their safety. The university shall accommodate these requests and needs whenever possible and appropriate.

### **3.4 Security Planning for Potentially At-Risk Employees and Students**

Some employees can be at risk for violence/hostility because of the nature of their jobs. Other employees or students can be at risk because they are subject to violence, threats, or harassment from a current or former spouse or partner, or other non-employee. The Virginia Tech Police Department, Human Resources, the Women's Center, and other offices will work with students and employees who are identified as at-risk, and their supervisors, to develop safety plans that address the specific risks they face.

### 3.5 Pre-employment Screening and Criminal Conviction Checks

Human Resources administers the university's Policy 4060: Conviction and Driving Record Investigation and will work with hiring managers to ensure that criminal conviction checks are conducted in accordance with the policy. Hiring managers are responsible for conducting pre-employment reference checks and advising Human Resources when potential problems are identified.

## 4. Definitions

**Ammunition** is defined as any material intended for use in a firearm, capable of being projected by a weapon and/or makes the weapon operational.

An **at-risk individual** is defined as an employee, student, or other person who is a potential target or victim of violence or threat to self or others.

**Assault** is committed when one person 1) tries to or does physically strike another, or 2) acts in a threatening manner to put another in fear of immediate harm. Aggravated assault is defined as a completed or attempted attack with a weapon and an attack without a weapon in which the victim is seriously injured.

**Campus** is defined as any location, either permanent or temporary, owned or leased by Virginia Tech. This includes, but is not limited to, the buildings, grounds, and the surrounding perimeters, including the parking lots, field locations, classrooms, residence halls, alternate work or class locations.

A **credible threat of violence** is defined as a knowing and willful statement, action, or course of conduct that would cause a reasonable person to believe that he or she is under threat of death or serious bodily injury. A course of conduct is any series of acts over a period of time, however short, that evidences a continuity of purpose, such as following or stalking an individual to or from the workplace/campus, telephone calls to the employee or student, and correspondence with the employee or student, whether by public or private mail, e-mail, interoffice mail, or fax.

**Employee**, for purposes of this policy, is defined as any salaried or wage faculty or staff member, graduate students paid on assistantships, and student workers.

**Firearms** are defined as any gun, rifle, pistol, or handgun designed to fire any projectile including but not limited to bullets, BBs, pellets, or shots, including paint balls, regardless of the propellant used.

**Intimidation** is engaging in actions that include, but are not limited to, stalking or behavior intended to frighten, coerce, or induce duress.

**Physical Attack** is unwanted or hostile physical contact such as hitting, fighting, pushing, shoving or throwing objects.

**Property Damage** is intentional damage to property and includes property owned or leased by the university, employees, students, volunteers, visitors or vendors.

**Satellite Campus or Offices**: A location of the university that is geographically apart and independent from the main Blacksburg campus.

**Sexual assault** is defined as any forcible sexual activity that occurs without the consent of the victim. It includes, but is not limited to, unwanted kissing and fondling, forcible vaginal, oral, or anal intercourse, and forcible penetration with an object or finger. Consent is an agreement reached without force, coercion, or intimidation between persons. Forcible sexual activity occurs when consent is not reached or when the victim is mentally incapacitated or physically helpless.



**Stalking** is defined as repeatedly contacting another person when the contact is unwanted. Additionally, the conduct may cause the other person reasonable apprehension of imminent physical harm or cause substantial impairment of the other person's ability to perform the activities of daily life. Contact includes but is not limited to communicating with (either in person, by phone or computer) or remaining in the physical presence of the other person.

**Student** is defined as any individual who has accepted an offer of admission as an undergraduate, graduate, or professional student and who has not yet graduated or officially transferred to another institution. If a student's enrollment lapses for more than one calendar year, the student will no longer be subject to disciplinary action under this policy.

**Student employee** is defined as any work-study student, student wage employee, or graduate student paid on an assistantship on the university payroll.

**Third Parties** are individuals who are not state employees or students, such as relatives, acquaintances, contractual workers, vendors, visitors, volunteers, customers, clients, or strangers.

**Threat** is the expression of intent to cause physical or mental harm. An expression constitutes a threat without regard to whether the party communicating the threat has the present ability to carry it out, and without regard to whether the expression is contingent, conditional, or future.

**University facilities** are any location, either permanent or temporary, owned or leased by Virginia Tech, and includes satellite campuses and offices. This includes, but is not limited to, the buildings, grounds, and the surrounding perimeters, including the parking lots, field locations, classrooms, alternate work or class locations, and university owned or leased vehicles.

**Victim** is defined as an individual who has experienced or witnessed an act or acts of violence or threats of violence as outlined in this policy.

**Violence** is defined as any physical assault, threatening behavior, or verbal abuse occurring on university facilities or campuses (see definitions) committed by employees, students, clients, customers, relatives, acquaintances or strangers, but does not include lawful acts of self-defense or the defense of others. Violence includes, but is not limited to, physical attack, beating, stabbing, suicide or attempted suicide, shooting, rape, domestic violence, property damage, threats, obscene phone calls, intimidating presence, and harassment of any nature such as stalking, shouting or swearing.

**Weapons** are defined as any instrument of combat, or any object not designed as an instrument of combat but carried for the purpose of inflicting or threatening bodily injury. Examples include but are not limited to firearms, knives with fixed blades or pocket knives with blades longer than four inches, razors, metal knuckles, blackjacks, hatchets, bows and arrows, nun chahkas, foils, stun weapons, or any explosive or incendiary device. Stun weapon is defined as any device that emits a momentary or pulsed output which is electrical, audible, optical or electromagnetic in nature and which is designed to temporarily incapacitate a person.

**Workplace** is any location, either permanent or temporary, where an employee performs any work-related duty. This includes, but is not limited to, the buildings and the surrounding perimeters, including the parking lots, field locations, classrooms, alternate work locations, and travel to and from work assignments. It further includes university owned or leased vehicles.

## **5. References**

[Virginia Tech Classified and University Employee Handbook](#)

<http://www.hr.vt.edu/employeescorner/policy/>

[Faculty Handbook](#)

<http://www.provost.vt.edu/facultyhandbooks.php>

[Hokie Handbook: Student Code of Conduct and University Policies for Student Life](#)

[www.hokiehandbook.vt.edu](http://www.hokiehandbook.vt.edu)

[Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act](#)

[http://www.police.vt.edu/VTPD\\_v2.1/crime\\_stats/clery\\_report/clery\\_home.html](http://www.police.vt.edu/VTPD_v2.1/crime_stats/clery_report/clery_home.html)

[Department of Human Resource Management Policy 1.80 Workplace Violence](#)

[http://www.dhrm.state.va.us/hrpolicy/web/pol1\\_80.html](http://www.dhrm.state.va.us/hrpolicy/web/pol1_80.html)

[Department of Human Resource Management Policy 2.30 Workplace Harassment](#)

[http://www.dhrm.state.va.us/hrpolicy/policy/pol2\\_30WkplaceHarrass.pdf](http://www.dhrm.state.va.us/hrpolicy/policy/pol2_30WkplaceHarrass.pdf)

[Policy 1025 Anti-discrimination and Harassment Prevention Policy](#)

<http://www.policies.vt.edu/1025.pdf>

[Policy 4060, Conviction and Driving Record Investigation](#)

<http://www.policies.vt.edu/4060.pdf>

[Policy 4345, Employee Assistance Program](#)

<http://www.policies.vt.edu/4345.pdf>

[Policy 5600, Response to Bomb Threats](#)

<http://www.policies.vt.edu/5600.pdf>

[Policy 5615, University Safety and Security](#)

<http://www.policies.vt.edu/5615.pdf>

[Policy 8300, University Policies for Student Life](#)

<http://www.policies.vt.edu/8300.pdf>

[Section 23-9.2:10 of the Code of Virginia](#)

<http://leg1.state.va.us/cgi-bin/legp504.exe?000+cod+23-9.2C10>

## **6. Approval and Revisions**

Approved by the Board of Visitors on June 13, 2005, contingent upon review by the Office of the Attorney General.

- Revision 1

Section 2.2 revised on recommendation and approval of the Office of the Attorney General, August 23, 2005.

- Revision 2

Section 2.2: Prohibition of Weapons was revised to include dining facilities. Section 2.4 included the statement that the committee would be appointed by the President, and the name of the committee was changed. The new section 2.4.1 was added to include the appointment of a Threat Assessment Team. Responsibilities of the new Office of Emergency Management were added in section 2.6.

Approved March 19, 2008 by Sherwood G. Wilson, Vice President for Administrative Services.

- Revision 3

Section 1.0: Added reference to Section 23-9.2:10 of the Code of Virginia.

Section 2.0: Added references to Policy 4315 Employee Assistance Program and Policy 5615 University Safety and Security.

Section 2.4: Removed “risk assessment” from the title of the Campus and Workplace Violence Prevention Committee in accordance with the Safety and Security Committee Structure approved by the Board of Visitors on November 9, 2009. Other changes include clarification of the violence prevention committee’s specific responsibilities to be consistent with the approved committee structure.

Section 2.4.1: Clarified the role of the Threat Assessment Team in accordance with the approved Safety and Security Committee structure.

Section 3.1: Expanded reporting procedures, including procedures for satellite campus and offices.

Section 3.2: Added section on emergency communications

Section 4.0: Added definitions for “ammunition” and “satellite campus and offices”; updated the definitions for “violence” and “weapons”

Approved December 13, 2010 by Vice President for Administrative Services, Sherwood G. Wilson.

- Revision 4

Section 2.2: Added the following sentence to the first paragraph: “This prohibition applies to all events on campus where people congregate in any public or outdoor areas.”

Approved June 12, 2011 by Charles W. Steger, President.

- Revision 5

Section 2.3: Updated and replaced entire section.

Approved August 21, 2011 by Charles W. Steger, President.

- Revision 6

Section 2.3: Technical correction to clarify that sworn and certified local, state or federal law enforcement officers who carry proper identification are exempt from the prohibition on possession of firearms and weapons.

Approved June 25, 2012 by Charles W. Steger, President.

- Revision 7

Section 2.3: Added exception to weapons prohibition for individuals using implement as part of an approved sporting event.

Approved October 3, 2012 by Charles W. Steger, President.