VIRGINIA POLYTECHNIC INSTITUTE
AND STATE UNIVERSITY

2014 JEANNE CLERY ACT REPORT

THE ANNUAL CAMPUS SECURITY REPORT
FOR THE

NORTHERN VIRGINIA CENTER

CAMPUS SAFETY:

A SHARED RESPONSIBILITY

The Virginia Tech Police Department is a Nationally Accredited Law Enforcement Agency.

2014 Virginia Tech Annual Campus Security Report
Northern Virginia Center

The Virginia Tech Police Department has been designated as the department responsible for compiling and publishing the university's annual security and fire safety report. This document is intended to serve as the annual security, as required by the Higher Education Opportunity Act and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The purpose of the report is to provide information about security on campus to include: campus and community crime statistics, policy information, safety tips, resource phone numbers and a brief overview of the many services the university provides. Keep this information where it can be easily located; it provides you with a useful reference source of information.

Campus Security Authority (CSA)

Under Federal Law CSA's are required to report a crime.

"Campus security authority" is a Clery-specific term that encompasses four groups of individuals and organizations associated with an institution.

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security.
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An **official** is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

If someone has significant responsibility for student and campus activities, he or she is a campus security authority.

Information for this annual report is compiled from reports provided by Campus Security Authorities including, but not limited to, the Department of Human Resources, the Office of Student Conduct, the Dean of Students Office, the Virginia Tech Women's Center, and the Office of Residence Life. Statistics are also compiled from law enforcement agencies in jurisdictions that Virginia Tech owns, leases or controls property or those with jurisdiction on adjacent property.

Virginia Tech is committed to providing the members of the campus community and visitors with the safest and most secure environment possible, however, even the most extensive initiatives cannot succeed without the awareness and cooperation of the community members who work, study and live on campus. Crime information for the Northern Virginia Center (NVC) is obtained from the NVC Center Director, the Facilities Manager and the Fairfax County Police Department. Individuals, who want to report crimes for inclusion in the Annual Security Report, or for the purpose of making timely warning reports, should report them to the Fairfax County Police Department.

Campus Overview

Northern Virginia

At the Northern Virginia Center in Falls Church near Washington, DC, nearly two thousand students are currently pursuing Master's and Doctoral degrees and certificates of advanced study. The Center is located at 7054 Haycock Road, adjacent to the West Falls Church Metro Station and George Mason High School. Fifty full-time resident faculty and 30 staff support the Virginia Tech academic and administrative activities at the Northern Virginia Center. Most of the students at the center are working professionals from the corporate world, local and federal governments, non-profit organizations and other regional entities. Virginia Tech's Northern Virginia Center provides an excellent opportunity for students to increase their knowledge in their chosen professional fields.

Law Enforcement Services

The Virginia Tech Police Department does not normally provide law enforcement services to the NVC. Day-to-day law enforcement services to the Northern Virginia Center are provided by the Fairfax County Police Department. The Virginia Tech Police Department does not have a Memorandum of Understanding (MOU) with the Fairfax County Police since Fairfax County Police investigate all crimes within their jurisdiction.

Policies and Regulations

Timely Warnings / Crime Alerts

Timely Warnings / Crime Alerts will be provided to the community in the event of a reported crime, either on campus or off, that, in the judgment of the Chief of the Virginia Tech Police Department or a designee, constitutes an ongoing or continuing serious threat to the university community. *Timely Warnings / Crime Alerts* can only be issued if the Virginia Tech Police Department receives information either from the Falls Church Police Department, the Fairfax County Police Department, the Virginia State Police or the Director of the Northern Virginia Center. The Clery crimes for which *Timely Warnings / Crime Alerts* may be issued may include, but are not limited to, arson, homicide, burglary, robbery, sex offenses, aggravated assault and motor vehicle theft.

The *Timely Warnings / Crime Alerts* are generally written by the Chief of Police or a designee and they are typically distributed to the community via email to anyone who has a vt.edu email address by University Relations. If someone from University Relations is unavailable, there are several administrators in the Virginia Tech Police Department who can initiate the email system. The *Timely Warning / Crime Alert* notices are also posted on the Virginia Tech Police Department website. Updates to the Virginia Tech community about any particular case resulting in a *Timely Warning / Crime Alert* will normally be distributed via email.

Access to Campus Buildings

Access to the Northern Virginia Center is controlled by the property management company. All exterior doors, except the main entrance, are locked at all times. A security guard is stationed at the front desk to address visitors. Exterior key access is maintained by the management company and not by Virginia Tech. Virginia Tech does not have any responsibility for maintenance of the facility therefore has no policy related to security considerations.

Alcohol and Drugs
Virginia Tech recognizes that the misuse and abuse of alcohol is a persistent social and health problem of major proportion in our society and that it interferes with the goals and objectives of any educational institution. Accordingly, Virginia Tech strongly discourages illegal or otherwise irresponsible use of alcohol. Members of the university community are responsible for their decisions regarding their use of alcohol as well as their behavior, which occur as a result of these decisions. In this context, Virginia Tech created a comprehensive policy on Alcoholic Beverages and Other Controlled Substances. This policy can be found in the University Polices for Student Life and on the Web at: http://www.studentconduct.vt.edu.

A**lcohol Policy**
Virginia Tech fully complies with the alcohol regulations of the Commonwealth of Virginia. All state laws apply to Virginia Tech students, faculty, staff and visitors while in the Commonwealth of Virginia. These laws prohibit possession, distribution and consumption of all alcoholic beverages by persons less than 21 years of age while in the Commonwealth of Virginia. To maintain conditions conducive to a learning environment, and to ensure that all community members are in a safe, productive environment, the university further restricts the use of alcohol within specified criteria. For more comprehensive details, please refer to the University's Policy on Alcoholic Beverages at: http://www.policies.vt.edu/1015.pdf.

Controlled Substances
The university strictly prohibits the illegal use or possession of any controlled substance. The illegal use of controlled substances is incompatible with the goals of an academic community. Students found guilty of possessing, using, distributing, or selling controlled substances will face serious disciplinary action, which may include suspension and/or dismissal from the university upon the first offense. Violations of state law should be reported to the Fairfax County Police Department or the Virginia State Police who will take appropriate legal actions. For more comprehensive details, please refer to the University's Policy for a Drug Free University at: http://www.policies.vt.edu/1020.pdf.

Pastoral and Professional Counselors
The Northern Virginia Center does not have any pastoral or professional counselors, therefore, there are no policies encouraging counselors to inform persons about reporting crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

Emergency Response and Evacuation

Emergency Notifications
Virginia Tech will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on the campus. 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, VT Alerts, to provide prompt warning notifications and alerts of immediate threats to the health and safety of members of the campus community using a variety of methods. The VT Alerts system includes: email notices; phone, cellular phone, and text messages; classroom electronic message signs; posters; university

website notices; campus loud speakers/sirens and desktop alerts. Protocols for emergency notifications, as outlined in the Emergency Notification Systems Protocols, are available at: http://www.police.vt.edu/static/vt-ens-protocol.pdf.

Parents and members of the larger community are not eligible to sign up for all of the immediate notifications through Virginia Tech Alerts. However, they are able to sign up for Desktop Alerts and are encouraged to do so and can also check the University Website at http://www.vt.edu for updates during an emergency on campus. The Fairfax County Police Department is primarily responsible for confirming that there is a significant emergency or dangerous situation on campus that could cause an immediate threat to the health and safety of the members of the campus community. There are other departments on campus that could be in a position to confirm certain types of emergencies, such as a pandemic flu outbreak, etc. The Office of University Relations, the Virginia Tech Police Department the Office of Emergency Management, the Vice President for Administrative Services have access to the systems to notify the campus community of immediate threats that have occurred and necessitate evacuation, shelter in place or other action on the part of students, employees, and campus visitors. These departments have the authority to determine the appropriate segment or segments of the campus community that will receive alerts, to determine the content of the alert, and to initiate the notification system. The institution typically provides follow-up information to the community using the same systems that were used to send out the original alert.

One of the listed departments above will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of first responders, compromise efforts to assist a survivor or to contain, respond to, or otherwise mitigate the emergency. The typical first responders to an incident that causes an immediate threat to the health and safety of the Northern Virginia Center include the Fairfax County Police Department, the Virginia State Police, and the Fairfax County Fire and EMS Department. The Falls Church Police Department may also respond since the Center borders on their jurisdiction.

Annually, the Offices of University Relations and Human Resources provide communications to the university community regarding university procedures for authorized closings and receiving emergency alerts. Additional information about the "Alert" process can be found in the University Safety and Security Policy at: http://www.policies.vt.edu/5615.pdf.

Emergency Preparedness

Emergency preparedness and information on what to do in an emergency can be found on the "Be Hokie Ready" link from the Office of Emergency Management webpage http://www.emergency.vt.edu. In an emergency it is important to remember three important things: **do not take unnecessary risks, there is no substitute for remaining calm, and always use common sense**.

Virginia Tech will notify the university community of its emergency notification protocols, emergency response and evacuation procedures via email, in conjunction with at least one drill or exercise each calendar year. Information related to emergency notifications and emergency guidelines can be found at http://www.emergency.vt.edu. Information related to evacuation procedures can be found at http://www.ehss.vt.edu.

Table I

Location	Date	Name	Description of	Announced or Unannounced
Language and Culture Institute - Fairfax	2/5/2014	COOP	Tabletop	Announced
VT Research Center - Arlington	3/21/2014	COOP	Tabletop	Announced
National Capital Region - Occoquan Watershed Monitoring Laboratory	5/15/2014	EAP/ENS	Tabletop Exercise	Announced
Southwest Virginia Higher Education Center - Abingdon	5/27/2014	EAP/ENS	Tabletop Exercise	Announced
Middleburg AREC	6/4/2014	EAP/ENS	Tabletop Exercise	Announced
Washington Alexandria Architecture Center - Alexandra	6/4/2014	EAP/ENS	Tabletop Exercise	Announced
IALR - Danville	6/5/2014	EAP/ENS	Tabletop Exercise	Announced
Northern Virginia Center - Falls Church	6/12/2014	EAP/ENS	Tabletop Exercise	Announced
VT Research Center - Arlington	6/12/2014	EAP/ENS	Tabletop Exercise	Announced
Language and Culture Institute - Fairfax	6/13/2014	EAP/ENS	Tabletop Exercise	Announced
Virginia Tech Carillion - Roanoke	6/18/2014	EAP/ENS	Tabletop Exercise	Announced
Equine Medical Center - Leesburg	6/18/2014	EAP/ENS	Tabletop Exercise	Announced
Virginia Tech Richmond Center	6/19/2014	EAP/ENS	Tabletop Exercise	Announced
Virginia Tech Hampton Roads Center/Newport News Center	6/20/2014	EAP/ENS	Tabletop Exercise	Announced
VT Main Campus / Sterrett Facilities Complex	6/23/2014	E	Tabletop Exercise	Announced
VT Main Campus - Electric Service	6/24/2014	E	Tabletop Exercise	Announced
VT Main Campus -Ground Building	6/26/2014	E	Tabletop Exercise	Announced
VT Main Campus -Power Plant	6/27/2014	E	Tabletop Exercise	Announced
VT Main Campus -Joint Information Center	7/17/2014	E	Drill	Announced
VT Main Campus -Lane Stadium	8/21/2014	Evacuation	Tabletop Exercise	Announced
VT Main Campus - DSA COOP Training	10/20/2014	COOP	Tabletop Exercise	Announced
VT Main Campus - DSA COOP Training	10/29/2014	COOP	Tabletop Exercise	Announced
VT Main Campus / VTPD	11/4/2014	E	Drill	Announced
VT Main Campus / VTPD	11/11/2014	E	Drill	Announced
Washington Alexandria Architecture Center - Alexandra	11/18/2014	E	Drill	Announced
Northern Virginia Center - Falls Church	11/19/2014	E	Drill	Announced
Virginia Tech Research Center - Arlington	11/20/2014	E	Drill	Announced
VT Main Campus / EHS Select Agent	12/4/2014	E	Tabletop Exercise	Announced
VT Main Campus / Incident Management Team/Joint Information Center	12/15/2014	CEMP/ENS	Functional Exercise	Announced
VT Main Campus / Provost Office	12/16/2014	EAP/COOP	Drill	Announced

Emergency Evacuation Procedures

Each occupied residence hall is required to conduct a quarterly fire drill in compliance with the Virginia statewide fire code. Thus, the emergency response and evacuation procedures are tested at least twice each year and, for some of the buildings, four times a year. The purpose of the drills is to provide all staff practice in the event there is ever a real fire or other evacuation emergency. The drills prepare building occupants for an organized evacuation in case of a fire or other emergency. Evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants familiarize themselves with procedures and the location of exits and the sound of the fire alarm. Alarms and other components of the fire safety system are also checked to see that they are working properly.

Each university department or unit develops an Emergency Action Plan (EAP) that outlines the actions occupants in the building must take during emergencies. Evacuation planning is a part of each department's EAP. Once you have reviewed your evacuation and fire prevention plans with your employees, practice drills are recommended to ensure that the employees are prepared for emergencies. All drills must be coordinated with EHS in advance by calling (540) 231-9068 or email firesafe@vt.edu.

Secure-In-Place Procedures

When it is necessary to secure-in-place, you will be the safest by placing a locked door or other barricade between you and the associated violence or danger.

HOW DO I SECURE-IN-PLACE?

- REMAIN CALM!
- If you are outside during a secure-in-place emergency you should seek cover in the nearest unlocked building.
- If the buildings in the immediate area have exterior doors that have been locked, continue to move away from the danger, seek cover, move to another building, or leave campus if it is safe to do so.
- Once inside, find an interior room and lock or barricade the doors.
- To minimize vulnerability, turn off lights, silence phones, draw blinds, and move away from windows.
- Await further instruction from VT Alerts and emergency personnel.
- DO NOT leave until an “All Clear” is received.

WHAT IF SOMEONE WANTS TO ENTER A SECURE AREA?

If there is any doubt about the safety of the individuals inside the room or building, the area needs to remain secure. Allowing someone to enter a secure location may endanger you and others. USE GOOD JUDGMENT.

If there are individuals outside the secured door who wish to get in, several factors should be considered to determine if it is safe:

- Can you see the area outside the door to determine that someone is not lying in wait? Is it a trap?

- If a physical description of the subject was given in the secure-in-place alert, consider similarities such as age, race, clothing description, height, weight, gender, and hair and eye color.

If the decision is made to let a person in, consider the following:

- Have the person leave anything he or she is carrying (a backpack, laptop case, package, etc.) on the ground, outside of the secure area.

Remember, always use common sense. There are exceptions to all guidance and prescribed directions.

Shelter-In-Place Procedures

Shelter-in-place events are usually weather related emergencies. When it is necessary to shelter-in-place, you will be safest by moving inside to a building space that protects you from the danger. DO NOT lock doors behind you as others may also need to shelter-in-place.
HOW DO I SHELTER-IN-PLACE?

- REMAIN CALM!
- Immediately seek shelter inside the closest sturdy building. Do not wait until you physically see a tornado or severe weather event to react.
- Resist the temptation to go outside and check the weather conditions yourself.
- Once inside, stay away from windows, glass, and unsecured objects that may fall.
- Seek shelter in interior rooms and corridors.
- Avoid large free standing expanses such as auditoriums and gymnasiums.
- DO NOT use elevators.
- Await further instruction from VT Alerts and emergency personnel.
- DO NOT leave until an “All Clear” is received.

During a tornado, seek shelter on the lowest level possible. If warranted, consider crouching near the floor and seeking additional shelter under a sturdy desk or table, or cover your head with your hands.

Remember, always use common sense. There are exceptions to all guidance and prescribed directions.

WEATHER DEFINITIONS

- Watch: Conditions are favorable for the development of severe weather. Closely monitor the situation in case it gets worse.
- Warning: Severe weather has actually been observed. Listen closely to instructions provided by weather radios/emergency officials.

Reporting a Crime or Getting Emergency Assistance

Individuals are responsible for being aware of and complying with university policies/procedures, and applicable law. Employees and students are encouraged to accurately, voluntarily and promptly report crimes, emergencies, potential threats, or risks to the appropriate law enforcement agency or university office(s). Crimes and other emergencies should be reported to the Fairfax County Police Department at 703-691-2131or 911 for an emergency.

The Northern Virginia Center does not have any policies or procedures that allow survivors or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Virginia Tech Police Department encourages everyone that is a survivor of crime to come forward and report to the police. However, on occasion and depending on the nature of the crime the survivor refuses to press charges. This is the survivor's option. Students also have the option of contacting other university resources on the main campus, such as the Virginia Tech Women's Center, Office of Student Conduct, Cook Counseling Center, McComas Health Center, or academic advisors who will assist with notifications, if desired. Crimes can also be reported to the Virginia Tech Police Department for the purpose of making a timely warning reports and the annual statistical disclosure.

Services and Prevention Information

All Virginia Tech students have access to services offered on the main campus regardless of the location of the extended campus where they are taking classes. Crime prevention, safety and security, sexual assault and other programs are available upon request.

Safety and Security Programs
The Virginia Tech Police Department has community outreach and residence life resource officers that provide educational programming and other crime prevention functions to the university community. Educational programs located on the Blacksburg campus include Student Police Academy, Alcohol Awareness, Bicycle Safety, Drug Awareness, Operation ID, Personal and Property Safety (basic crime prevention and personal safety), Rape Aggression Defense and Women's Awareness and Safety. All programs are available to faculty, staff and students upon request or if a need becomes apparent.

Training, Outreach and Education Sexual Harassment/Sexual Violence

Title IX Coordinator
Equity and Access Department of Human Resources
2014

Initiated Mandatory Title IX (including sexual violence) and Retaliation Training for all employees (November 2014) – course offered via multiple formats

Title IX Sexual Harassment, including sexual violence (and sexual assault) provided to the following specific areas:

- Safety and Security Policy Committee
- Dining Services
- University Legal Counsel
- Virginia Tech Police Department
- President's Office
- College of Agriculture, Area Research and Extension Centers
- College of Liberal Arts and Human Sciences, Dept. of Apparel, Housing and Resource Management
- College of Agriculture, Biological Systems Engineering
- Student Affairs, Dining Services – Turner Place
- College of natural resources – Dean and Department Heads
- College of Liberal Arts and Human Sciences – Dean and Department Heads
- College of Science – Dean and Department Heads
- College of Architecture and Urban Studies – dean and Department Heads
- College of Engineering
    - Electrical Engineering
    - Industrial and Systems Engineering
- Graduate School – Graduate Teaching / research Assistants
- College of veterinary medicine – dean and Department Heads
- College of Agriculture – dean and Department Heads
- College of Liberal Arts and Human Sciences - Human Development
- Institute for Critical Technology and Applied Science
- College of Science – Faculty, Staff and GTA's
- College of Liberal Arts and Sciences - Faculty, Staff and GTA's
- College of Engineering – Dean and Department Heads

Additional Workshops offered:

- Title IX Preventing the Sexual Harassment of Students
- Anti-Discrimination and Harassment Prevention Training
- Traveling on University Business: Prevent Sexual Harassment
- Title IX and Sexual Abuse of Minors

Crime prevention programs for satellite campuses are supplemented by local law enforcement agencies. The Fairfax County Police Department should be contacted to determine what types of classes are available. Any requests for programs that are not conducted by the Virginia Tech Police Department should be directed to the Fairfax County Police Department. The last crime prevention program conducted by the Virginia Tech Police Department was conducted in 2008.

Alcohol and Drug Abuse Prevention Services
The Campus Alcohol Abuse Prevention Center, located in 147 McComas Hall is the university resources for alcohol abuse prevention. They may be contacted at 540-231-2233 or CAAPC@vt.edu. Drug education prevention is provided by A.D.A.P.T. (Alcohol and Drug Prevention Team). ADAPT Peer Educators are dedicated to addressing alcohol and other drug abuse issues in the Virginia Tech community. ADAPT members promote awareness through educational programs and outreach, while serving as accessible resources for fellow students.

ADAPT members strive to minimize the abuse of alcohol and other drugs in an effort to encourage students to pursue positive behavioral changes, and to promote a healthier environment at Virginia Tech. They can be contacted through the Office of Student Conduct in Suite 141 New Hall West or at 540-231-3790.

Sexual Assault and Prevention

Sexual violence – physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the survivor's use of drugs or alcohol, or is unable to give consent due to an intellectual or other disability. Sexual violence includes rape, sexual assault, sexual battery, and sexual coercion.

- Sexual Assault – actual or attempted sexual contact with another person without that person's consent.
- Sexual Battery – intentional touching of another person's intimate parts without the person's consent; or other intentional sexual contact with another person without that person's consent.
- Sexual Coercion – using physical or verbal aggression or pressure to force or attempt to force a person to touch another person's intimate parts without that person's consent.
- Rape – penetration, no matter how slight, of (1) the vagina or anus of a person by any body part of another person or by an object, or (2) the mouth of a person by a sex organ of another person, without that person's consent.

Incapacitation – includes but is not limited to being asleep, drugged, intoxicated, or unconscious.

Gender-based harassment – acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.

Sexual Exploitation – an act or acts committed through non-consensual abuse or exploitation of another person's sexuality for the purpose of sexual gratification, financial gain, personal benefit or advantage, or any other non-legitimate purpose. The act or acts of sexual exploitation are prohibited even though the behavior does not constitute one of the other sexual misconduct offenses.

Domestic violence – a pattern of abusive behavior that is used by an intimate partner to gain or maintain power and control over the other intimate partner. Domestic violence can be physical, sexual, emotional, economic, or

psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

Dating violence – acts of physical or sexual abuse 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 shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

• Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse, but does not include acts covered under the definition of domestic violence.

Stalking –repeatedly contacting another person when the contact is unwanted. Additionally, the contact 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 by computer) or remaining in the physical presence of the other person.

Consent – knowing, voluntary, and clear permission by word or action, to engage in mutually agreed upon sexual activity. The existence of consent is based on the totality of circumstances, including the context in which the alleged consent occurred. Silence does not necessarily constitute consent and coercion, force, or threat of either party invalidates consent.

- Consent cannot be given where a person is incapacitated due to drugs or alcohol; or where a person has a disability; or is not of legal age to consent as defined by law.
- Consent to any one form of sexual activity cannot automatically imply consent to any other forms of sexual activity. Consent can be withdrawn at any time.
- Previous relationships or prior consent cannot imply consent to future sexual acts.

Responsible Employee - means a person employed by Virginia Tech who has the authority to take action to redress sexual violence, who has been given the duty of reporting acts of sexual violence or any other misconduct by employees or students to the Title IX coordinator or other appropriate institution designee, or whom an employee or student could reasonably believe has this authority or duty.

Sexual Assault is a crime that affects men and women punishable by both civil and criminal legal action. The Fairfax County Police Department investigates all sexual assaults reported to the Police Department. Once reported to the Police officers respond, investigate and make applicable criminal charges based on evidence collection and survivor / witness statements. The survivor of a sexual assault may also choose to file a report with Title IX or Deputy Title IX Coordinator, or the Department of Human Resources. The Office of Student Conduct adjudicates cases involving sex offenses in which the alleged perpetrator is a Virginia Tech Student. Virginia Tech also encourages survivors to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the survivor of a sex offense. Sexual Assault is a crime punishable by both civil and criminal legal action. The University Judicial System administered through the Office of Student Conduct adjudicates, at the request of the survivor, all cases involving sex offenses in which the alleged perpetrator is a Virginia Tech Student. Virginia Tech also encourages survivors to prosecute alleged perpetrators to the fullest extent of the law. There are several avenues for assistance if a person becomes the survivor of a sex offense.

Survivors of sexual assault tend to feel a variety of conflicting emotions: rage, fear, depression, relief to have survived, numbness, and exhaustion, to name just a few. Two key points to remember are that the assault was not your fault and there is help available.

The Virginia Tech Police Department is always available and ready to assist if needed. The Virginia Tech Police Department is a valuable resource for information. The department has educational literature available on prevention methods and procedures to follow if you should become the survivor of a sex offense. The department provides educational programs on women's awareness, personal safety and instructs Rape Aggression Defense (RAD) classes upon request. RAD classes are self-defense classes for women only and consist of awareness, safety tips and progresses into hands on attack simulations at the end of the class.

The Police Department's Survivor/Witness Assistance Program protects the rights of survivors and witness of crimes. Referral information is accessible at all times regarding area services available for general counseling, medical attention, emergency housing or financial assistance. Responsiveness to the needs of crime survivors is a department priority.

For crimes that occur in Falls Church, the Virginia Tech Police Department will assist and refer the survivor to the Falls Church Police Department or the Fairfax County Police Department depending on the jurisdiction in which it occurred. Responsiveness to the needs of crime survivors is a department priority.

If Sexual Assault Happens to You

- Contact the police for assistance and information or to report the incident. The Fairfax County Police Department should be contacted for incidents occurring at the Northern Virginia Center. The Virginia Tech Police Department will assist the survivor in contacting the correct law enforcement agency, if requested.
- Go to the INOVA Fairfax Hospital in Fairfax or the Arlington Hospital. A qualified physician or nurse will examine you for injuries and collect physical evidence that could be used in judicial proceedings if you decide to prosecute.

- If possible, do not change your clothes, shower, eat or drink between the rape and the trip to the emergency room. Preserving evidence is critical and can assist in prosecution. Bring a change of clothes with you because the police will need the clothes you were wearing for evidence.
- Even if you do not wish to prosecute, it is important that you have a physical exam after the attack. Besides bruises or other physical injuries, the perpetrator might have passed on a sexually transmitted disease that requires treatment. An HIV/AIDS test may also ease your mind, although six months must elapse after an attack to accurately detect the presence of HIV, the virus that causes AIDS.
- Seek counseling from the Center for Family Services located onsite at the Northern Virginia Center or a private counselor. All these services are free of charge (except private counseling) and CONFIDENTIAL. If you are not comfortable talking with a counselor, consider talking with a trusted friend or family member. (See Counseling)
- Consider your judicial options if you have not done so already. Although there are statutes of limitation on criminal cases, they are often longer than you think. You also have the option of campus and civil charges (See Judicial Options).
- If the assault and its aftermath are interfering with your ability to complete your work or academic performance, talk with the Thomas E. Cook Counseling Center, Women's Center at Virginia Tech, or the academic dean of your college about academic relief. The Dean of Students will also assist in changing academic and living situations after an alleged sexual assault incident, should the survivor request such assistance and such changes are reasonably available.
- Remember that it is never too late to deal with a sexual assault, and that you can heal from this significant trauma. People are ready and able to help you, but they can't if you don't ask.

Medical Care

As mentioned above, survivors of very recent assaults should go to the emergency room of the INOVA Fairfax Hospital for a physical exam and the collection of evidence. All survivors, past or present, should be seen by a qualified physician or nurse to check for sexually transmitted diseases, physical trauma, and possible pregnancy. INOVA Fairfax Hospital offers the services of Sexual Assault Nurse Examiners. Female survivors may prefer to see a female physician, and should request one if that will increase their comfort, though in the emergency room that may not always be possible. Survivors may also wish to see their family doctor. Even if no symptoms are apparent, survivors are still strongly encouraged to seek medical attention.

Counseling Options

Students coping with a sexual assault have counseling options available. Two of those options are on-campus: The Women's Center at Virginia Tech and the Thomas E. Cook Counseling Center. The Women's Center at Virginia Tech offers short-term crisis counseling and sexual assault support groups. The Thomas E. Cook Counseling Center offers both short-term and long-term individual and group counseling. These two options may not be practical for students at the Northern Virginia Center. Many other options exist in Falls Church and Fairfax that may have some cost associated with them, such as private therapists. Counseling is often crucial to the recovery process, and survivors should be encouraged to seek the assistance of qualified professionals, even if many years have elapsed since the assault. As always, the choice to seek counseling should be the survivor's.

Legal and Judicial Options
Sexual assault survivors have four options from which to choose: filing criminal charges, filing campus judicial charges, requesting an administrative investigation and filing a civil suit for monetary damages. Survivors are not limited to just one of these options, but can choose any combination including filing all three types of charges. Below is a brief description of each type of judicial process.

Title IX Coordinator

Virginia Tech's Executive Director for Equity and Access serves as the university's Title IX Coordinator. This position in the Human Resources office is responsible the development, implementation and oversight of the institution's meaningful efforts to comply with Title IX. Individuals who wish to report incidents of sex discrimination and sexual harassment and sexual violence, including dating and domestic violence and stalking may make the report to the Office of Equity and Access. University Policy 1025 is the authority by which Virginia Tech addresses these types of complaints. In response to VAWA (including Campus SaVe) and recent guidance for the Department of Education/Office for Civil Rights (OCR), the office of Equity and Access along with other stakeholders across campus will take a holistic approach and continue to update policies and procedures, and provide training, education and outreach to the VT community.

Moreover, the Office of Equity and Access works collaboratively with the Deputy Title IX Coordinator in the Division of Student Affairs, the Virginia Tech Police Department, and the University's Women Center to address training and investigatory matters. In addition, the Title IX Coordinator, the Deputy Title IX Coordinator, the Virginia Tech Police Department and the University's Women's Center have partnered with the Blacksburg Police Department to provide training to our department of Athletics. And we have a Cooperative Agreement with, among others, the Blacksburg Police Department, and the Women's Resource Center of the New River Valley. This agreement specifically addresses, among other things, the investigation and victim support as it relates to sexual assault, intimate partner violence, and stalking.

In 2015 we have updated University Policy 1025 to include the following information:

- The title and contact information of the Title IX Coordinator;
- A statement of victim's right to report a crime to the police department in the appropriate jurisdiction;
- The definition of a responsible employee; and
- Definitions for sexual violence, including sexual assault, sexual battery, sexual coercion and rape; and definitions for incapacitation, gender-based harassment, sexual exploitation, domestic violence, dating violence, stalking and consent.

These changes are to be reflected in documents and statements, including, but not limited to, the following: undergraduate, graduate, and professional student handbooks; faculty handbooks; employee handbooks; and in each place where they appear in publications and websites issued by Virginia Tech entities and affiliated programs. The university will continue to make updates to University Policy 1025 in order to comply with the requirements of VAWA, and recent guidance from the Department of Education/Office of Civil Rights (OCR). Additional changes to our policy will proceed through the university system of shared governance. University commissions

formulate and recommend policies and policy changes to University Council. University Council in turn submits recommendations to the university president. The President and the Board of Visitor have final authority for the approval of all policies. The next meeting of the Board of Visitors (BOV) will be held at Virginia Tech in September 2015.

In addition to the above changes we have created a list of resources for students and employees pursuant to the requirements of the Violence Against Women Act, developed online training modules on Title IX that includes sexual assault, dating and domestic violence and stalking and this year we required compliance training for all new and existing employees. We also provided training for all first year and transfer students. We have also updated our website to reflect information regarding our procedures for employees. Website updates will continue in order to reflect the changes with our policy. Website changes will also include hyperlinks to relevant pages on the Women's Center, Division of Student Affairs, and Dean of Students websites.

Title IX Rights of Complainant

The following is a summary of the rights of student complainants, regardless of the status of the respondent (student, employee or third party).

a. If a crime has been alleged, you have the right to file a complaint with the police department;

b. In addition to a criminal complaint, you have the right to have your complaint investigated by the Title IX or Deputy Title IX Coordinator;

c. You have the right ***not*** to participate in any portion of the Title IX process; if you do not wish to participate, that decision does not relieve the institution from its responsibility to provide a reasonable response according to university policy and Title IX guidance;

d. If you decide to participate, you have the right to present witnesses and evidence during the Title IX investigation and/or hearing process;

e. If you decide to participate in the process, you have the right to request confidentiality. The Title IX and/or the Deputy Title IX Coordinator(s) will consider your request to determine whether or not the university may honor your request while still providing a safe and nondiscriminatory environment for all students; honoring your request may limit the university's ability to respond fully to the incident, including pursuing appropriate disciplinary action against the alleged perpetrator;

f. If you are an individual with a disability, you have the right to request a reasonable accommodation throughout the investigation process;

g. You have the right to receive updates regarding the status and progress of the Title IX investigation and/or hearing;

h. You have the right to a prompt, adequate, reliable, and impartial Title IX investigation of the complaint and the U.S. Office for Civil Rights presumes a typical investigation may be completed within 60 calendar days following receipt of the complaint;

i. You have the right to the preponderance-of-the-evidence standard of proof throughout the investigation and/or hearing process;

j. You have the right to have an advocate present during any interview throughout the Title IX investigation and/or hearing process;

k. You have the right to have an attorney with you during a student conduct hearing and if a school permits one party to have an attorney present it must do so equally for both parties;

l. You have the right to be notified, in writing, about the outcome of the complaint and any rights to appeal;

m. You have the right not to abide by a non-disclosure (or confidentiality) agreement, whether such an agreement is verbal or in writing;

n. You have the right to be protected against retaliation. University Policy 1025, the Student Conduct Code and Federal law prohibits retaliation against anyone for participating in a discrimination or harassment complaint, including sexual harassment and sexual violence; You should report complaints of retaliation to the Title IX or the Deputy Title IX Coordinator;

o. Information regarding the Student Conduct Code may be found at: http://www.hokiehandbook.vt.edu/codeofconduct/

p. Additional information regarding Title IX may be found here: http://www.hr.vt.edu/oea/title_ix/

q. If you want to learn more about your rights, or you would like to file a complaint with the U.S. Department of Education, Office for Civil Rights, you may contact them by phone at: (800) 421-3481; or you may visit its website at: http://www2.ed.gov/about/offices/list/ocr

Title IX Contact Information

Pamela White, J.D. Executive Director for Equity and Access Title IX Coordinator Department of Human Resources 300 Turner St NW, Suite 2300 Blacksburg, VA 540-231-2010 Email: equityandaccess@vt.edu	Frank Shushok, Jr., PhD Senior Associate Vice President Deputy Title IX Coordinator Division of Student Affairs New Hall West, Suite 160 190 W. Campus Dr. Blacksburg, VA 24061 540-231-8064

Student Conduct

All Virginia Tech students and student organizations are responsible for conducting themselves in a manner consistent with the expectations the university has set forth to help create a fair, just, and disciplined university community. As such, the university may take disciplinary action for any act constituting a violation of the law or university policy when the act is contrary to the university's interests as an academic community. Disciplinary action may be taken by the university, irrespective of and separate from action taken by civil authorities. Should the university receive a complaint regarding a student/student organization, the following sanctions may be imposed for a violation of university policy: formal warning, probation, deferred suspension, suspension, dismissal, loss of privileges, or other restrictions. Complaints can be made by anyone regardless of their affiliation with Virginia Tech

Criminal

A police report must be generated before an investigation can begin and charges can be placed. If the assault happened on campus, it falls under the jurisdiction of the Fairfax County Police.
Many survivors believe that if they do not file criminal charges immediately, they lose that option. This may not be the case. There are statutes of limitation for filing criminal charges, but they are typically several years in duration. Certainly, it is best to go to the police as soon as possible after an assault, in order to preserve as much evidence as possible. The police will arrange for the survivor to be seen at the INOVA Fairfax Hospital for medical care and evidence collection. However, even if some time has elapsed, the police still encourage survivors to come forward. Criminal charges are prosecuted by the state of Virginia, not the individual survivor.

A Commonwealth's Attorney will argue the case at no cost to the survivor. The survivor serves as the primary witness to the crime, and his or her testimony is crucial to the case. Criminal cases may take considerable time to proceed through the justice system. Typically, the press protects the identity of the survivor, although the identity of the accused perpetrator is not protected.

Campus

Campus judicial charges can only be filed if the alleged offender is a Virginia Tech student. The referral agent is typically a member of the Virginia Tech community as well. The campus judicial system examines violations of university policy. Campus judicial hearings do not replace or substitute for criminal prosecutions, and students who choose campus judicial hearings are also encouraged to seek redress through the criminal justice system and civil court. So long as the accused student is enrolled in school, there is no statute of limitations on filing judicial charges. The student accused of sexual misconduct may choose between an administrative hearing and a panel hearing. The hearing typically takes place within two weeks of the time the complaint-called a referral of student conduct-is filed by the referral agent. At the hearing, the alleged offender and the referral agent each have the opportunity to present their side of the story and to call witnesses. Each also may have a support person/advisor present. The burden of proof is lower than in a criminal court. The hearing officers will base their decision on a preponderance of the evidence. Both the accuser and the accused will be notified of the outcome of the judicial hearing.

Upon written request Virginia Tech will disclose to the alleged survivor of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such a crime or offense. If the alleged survivor is deceased as a result of such crime or offense, the next of kin of such survivor shall be treated as the alleged survivor for purposes of this paragraph.

Sexual misconduct is classified in the Student Code of Conduct as a violation of the Abusive Conduct Policy. Depending on the circumstances of the case, students who are found in violation of the abusive conduct policy may receive sanctions that include suspension for one or more semesters or dismissal from the university. If a student is found guilty of a sexual assault involving penetration, the minimum sanction will be one year's suspension.

Students found in violation of the university sexual misconduct policy do have the right to appeal. The survivor also has the right to the appeal process. Notification of judicial action taken against students is made on a "need to know" basis. This includes the Commandant of Cadets in cases involving cadets, the Office of the Graduate School in cases involving graduate students and international students, the Athletic Department in cases involving varsity athletes, the Director of the Office of Student Programs, in cases involving residence hall students, and survivors of violent crime, including sexual assaults, involving student perpetrators. Other university agencies or organizations may be required to obtain written release before they can receive notification. Copies of all judicial sanction letters are archived in the Office of Student Conduct. Additional information can be located in the University Policies of Student Life or by contacting the Student Life & Advocacy Office, 540-231-3787.

Civil Court

Sexual assault survivors may also choose to pursue a civil action against an alleged perpetrator, and the student may choose to consult Student Legal Services or an attorney for advice.

Sex Offender Registry and Access to Related Information

The federal "Campus Sex Crimes Prevention Act," enacted on October 28, 2000, went into effect October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteers services or is a student. Information about the Sex Offender registry can be found at http://sex-offender.vsp.virginia.gov/sor/, or can be accessed through the Virginia Tech Police Department homepage at: http://www.police.vt.edu.

In the Commonwealth of Virginia, convicted sex offenders must register with the *Sex Offender and Crimes Against Minors Registry*. The Registry was established pursuant to § 19.2-390.1 of the Commonwealth's Criminal Code. Every person convicted on or after July 1, 1997, including juveniles tried and convicted in the circuit courts pursuant to § 16.1-269.1, whether sentenced as adults or juveniles, of an offense for which registration is required shall be required as a part of the sentence imposed upon conviction to register and reregister with the Commonwealth's Department of State Police as provided in this section.

In addition, all persons convicted of violations under the laws of the United States or any other state substantially similar to an offense for which registration is required shall provide to the local agency all necessary information for inclusion in the State Police Registry within ten days of establishing a residence within the Commonwealth. Any person required to register shall also be required to reregister within ten days following any change of residence, whether within or without the Commonwealth.

Nonresident offenders entering the Commonwealth for employment, to carry on a vocation, volunteer services or as a student attending school who are required to register in their state of residence or who would be required to register under this section if a resident of the Commonwealth shall, within ten days of accepting employment or enrolling in school in the Commonwealth, be required to register and reregister pursuant to this section. For purposes of this section "student" means a person who is enrolled on a full-time or part- time basis, in any public or private educational institution, including any secondary school, trade or professional institution, or institution of higher education.

Information concerning offenders registered with the *Sex Offender and Crimes Against Minors Registry* may be disclosed to any person requesting information on a specific individual in accordance with the law. Information regarding a specific person requested pursuant to the law shall be disseminated upon receipt of an official request form that may be submitted directly to the Commonwealth's Department of State Police or to the State Police through a local law-enforcement agency. The Department of State Police shall make Registry information available, upon request, to criminal justice agencies including local law- enforcement agencies through the Virginia Criminal Information Network (VCIN). Registry information provided under this section shall be used for the purposes of the administration of criminal justice, for the screening of current or prospective employees or volunteers or otherwise for the protection of the public in general and children in particular. *Uses of the information for purposes not authorized by this section are prohibited and a willful violation of this section with the intent to harass or intimidate another shall be punished as a Class 1 misdemeanor.*

The Commonwealth's State Police maintains a system for making certain Registry information on violent sex offenders publicly available by means of the Internet. The information made available includes the offender's name; all aliases which he has used or under which he may have been known; the date and locality of the conviction and a brief description of the offense; his date of birth, current address and photograph; and such other information as the State Police may from time to time determine is necessary to preserve public safety. The system is secure and is not capable of being altered except by or through the State Police. The system is updated each business day with newly received registrations and re-registrations.

Important Phone Numbers

This section has attempted to offer an overview of sexual assault issues, and the available options on the Virginia Tech campus. No one publication can be entirely comprehensive. Sexual assault is a complex issue; no two cases will have exactly the same results or the same course of action. The university therefore offers a variety of services so that survivors can get the assistance they most need. A good starting point for a survivor, or family and friends of a survivor, is with the Sexual Assault Education Coordinator who is based in The Women's Center at Virginia Tech. For further explanation or elaboration of the information in this section, contact the agencies whose numbers are listed here.

The Women's Center at Virginia Tech	540-231-7806
Women's Center	703-281-2657
Thomas E. Cook Counseling Center	540-231-6557 (8:00am – 5:00pm)
	540-231-6444 (5:00pm – 8:00am)
Schiffert Health Services	540-231-6444
Virginia Tech Police Department	540-231-6411 (located in Blacksburg)
VT HR Employee Assistance Program	866-725-0602
(Employees who are covered by the university's health insurance)	
Dean of Students	540-231-3787
Office of Student Conduct	540-231-3790
Office of Student Programs	540-231-6204
Student Legal Services	540-231-4720
Fairfax County Police Department	703-691-2131
	911 (emergency)
INOVA Fairfax Hospital ER Dept.	703-776-3111
NOVA Community Hospital, Arlington, VA	703-671-1200
Virginia Hospital Center, Arlington, VA	703-558-5000
Crisis Link Hotline	703-527-4077
Center for Family Services, VT/NVC	703-538-8470
Survivor's Assistance Network, 24 hour	703-360-7273 | TTY: 703-435-1235
Fairfax County Alcohol & Drug	703-359-7040 | TTY: 703-538-5292
Fairfax-Falls Church Mental Health Services	703-573-5679 | TTY: 703-207-7737
Title IX Coordinator	540-231-8771
Office of Emergency Management	540-231-2438

Below are a few tips for contacting the police. By using these tips you can help us, help you.

Safety Tips

Security doesn't begin and end with the police. It takes the entire university, faculty, staff and students to make our campus a safe and secure place to live, work, and play. What can you do to help? The number one thing you can do is to take a few precautions and follow a few safety tips that will help us, help you.

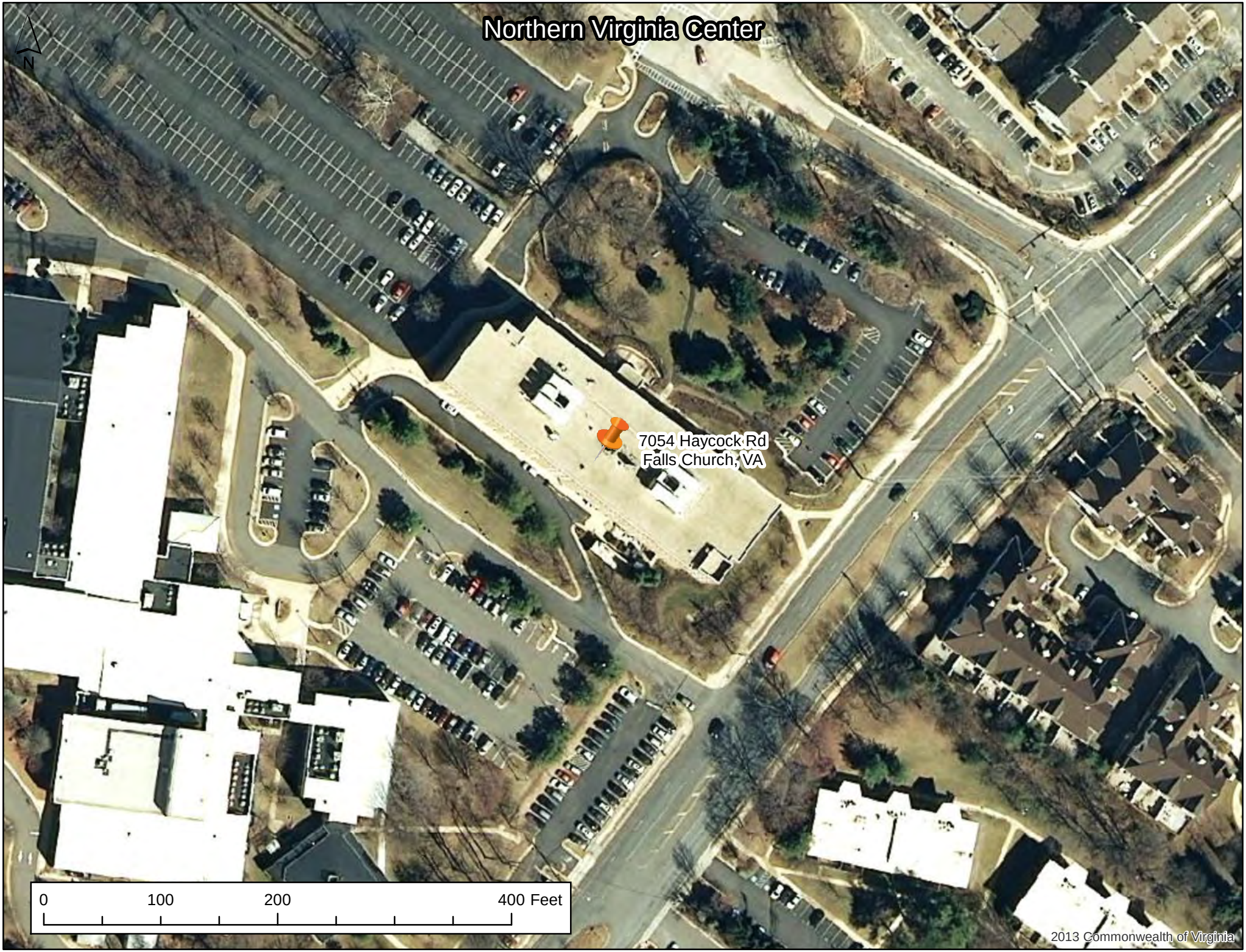
- Trust your instincts. If a place or situation doesn't feel right, it probably isn't.
- Avoid working or studying alone in a building at night.
- Avoid shortcuts and isolated areas when walking after dark.
- Don't walk alone after dark
- Don't leave personal property (iPhones, iPods, laptops, book bags) lying around unattended.
- Don’t put personal information on social networking sites.
- Carry a whistle or other noisemaker.
- Never prop open exterior doors.
- Keep your room door locked when leaving even for "Just a minute" and when sleeping.
- Lock windows and close shades after dark.
- Never attach your name and address to keys, if lost or stolen they could lead to theft.
- When traveling in your vehicle keep windows up and doors locked.
- Engrave your valuables with ownership information but avoid using social security numbers.
- Report any suspicious or criminal activity to the building guard(s), or to local police, and
- Report all crimes to Fairfax County Police.
- Do not accept drinks from strangers or leave your drink unattended because it could be drugged.
- If you suspect someone of having alcohol poisoning, call 911 immediately. Do not wait until it is too late.

Northern Virginia Center Crime Statistics

	On Campus			Non Campus			Public Property			Year Total			Residential			Unfounded		
OFFENSE TYPE	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
Murder & Non negligent Manslaughter	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Sex Offenses, Forcible	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Rape	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Incest	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Referred	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Arson	0	0	0	N/A	N/A	0	0	0	N/A	0	0	0	0	0	0	0	0	0
Domestic Violence**	N/A	N/A	0	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
Dating Violence**	N/A	N/A	0	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
Stalking**	N/A	N/A	0	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

*Hate crimes are criminal offenses 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 their race, religion, gender, sexual orientation, ethnicity, disability, gender identity and national origin.

***No hate crimes were reported in 2012, 2013, or 2014**.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