October 1, 2015

This report has been compiled in compliance with the US Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics and the Higher Education Opportunity Act.

The administration of Georgia-Tech-Lorraine considers the safety and security of participating students a top priority. Several measures have been taken to ensure that the GTL campus remains a secure environment that is conducive to student success. The following document will provide a comprehensive understanding of the policies and procedures that guide our practice.

United States
A French Building, Suite 111
237 Uncle Heinie Way
Atlanta, GA 30332
404-385-1865

France
Georgia Tech-Lorraine
2 Rue Marconi
Metz, France 57070
+33 3 87 20 3939
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Campus Overview

Established as Georgia Institute of Technology’s first international campus in 1990 in Metz, France, Georgia Tech-Lorraine (GT-L) is a highly innovative institution offering year-round undergraduate, masters and PhD programs in the areas of Electrical and Computer Engineering, Computer Science, and Mechanical Engineering. GT-L is located in the heart of Europe in eastern France along the Luxembourg and German borders, and less than 90 minutes by train from Paris. Integrated into both French and American structures, GT-L is an affiliate of the Georgia Institute of Technology incorporated under French Law.

Georgia Tech-Lorraine fosters the flow of new ideas, creates new opportunities, and nurtures the development of global leadership and innovative thinking in its students. Over 3,000 undergraduate, masters, and doctoral students (CS, ECE, and ME) have spent a semester or more on the Metz campus, enriching their education with a global perspective.

The primary facility at Georgia Tech-Lorraine is dedicated to the academics and administration. Included in the facility are classrooms, lab space, common areas, and administrative offices. For the purposes of reporting, the residential facilities utilized by participating students are considered off-campus.

Georgia Tech-Lorraine faculty and staff have extensive experience with the operation of a broad variety of educational programs within its facilities ranging from undergraduate students, to graduate students, to professional development students. As a result, prudent and effective emergency procedures have been developed and, enacted successfully, in close collaboration with local French authorities.
Public Safety

Georgia Tech-Lorraine is committed to providing a safe and secure environment for all faculty, staff, students, and visitors. Though Georgia Tech-Lorraine does not have its own police presence, it works in close collaboration with the French local authorities.

The Local Police Department

The Georgia Tech Lorraine campus is under the jurisdiction of the Bureau de Police de Borny (in the neighborhood of GT-L) and the Police Headquarters in Metz.

Bureau de Police de Borny
18 Rue du Maine
57070 Metz, France
Tel: 011 33 3 87 75 24 06

Police Headquarters in Metz:
Hôtel de Police
45 Rue Belle Isle
57000 Metz, France
Tel: 011 33 3 87 16 17 17

French Emergency Numbers

<table>
<thead>
<tr>
<th>Service</th>
<th>Number</th>
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<tbody>
<tr>
<td>Police</td>
<td>17</td>
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<tr>
<td>Medical Response</td>
<td>15</td>
</tr>
<tr>
<td>Fire</td>
<td>18</td>
</tr>
<tr>
<td>European Emergency Number</td>
<td>112</td>
</tr>
</tbody>
</table>

American Consulate & Embassy

The nearest consulate to Georgia Tech-Lorraine is located in Strasbourg, France, approximately 161km southeast of Metz. The consulate is able to provide several services to U.S. Citizens, including passport requests, voting registration, notarial services, and assistance to citizens in need.

During an emergency situation, American citizens should contact the after hours calling number for American citizen-related emergencies at 01-43-12-22-22 and then dial 0 (zero) to be connected to a live telephone attendant immediately. Individuals seeking aid will need to ask to speak with the Embassy Duty Officer for assistance.

For calls from the United States, please dial 011-33-1-43-12-22-22, and then 0 (zero), and ask to speak with the Embassy Duty Officer.
For non-emergencies, individuals may seek information on *American Citizen Services* on the Embassy’s Website. For details on replacing lost or stolen, students may refer to the Embassy website (http://france.usembassy.gov/service.html) or, call 01-43-12-22-10 for recorded information.

Additionally, individuals may write to an e-mail box which is monitored weekdays during business hours for requests concerning American Citizen Services in France: citizeninfo@state.gov.

Consulate General of the United States  
15 Avenue d’Alsace  
67000 Strasbourg, France  
Tel: 011 33 3 88 35 31 04

Embassy of the United States  
4 Avenue Gabriel  
75008 Paris Métro, France  
Tel: 011 33 1 43 12 22 22

**Security**

**Facility Access**

Access to the Georgia Tech-Lorraine building is controlled, as is access to the residence halls, which are locked twenty-four hours a day. In an effort to safeguard the GT-L community, access to the GT-L facilities is restricted to people provided with an electronic key. All electronic keys provided to the students and the faculty are reset each semester. Access granted to the cleaning personnel and providers is restricted to their specific working hours.

Georgia Tech-Lorraine has a full-time staff member in charge of maintaining the GT-L building and grounds with a concern for safety and security. Additional plans are underway to secure the level of access to outside vehicles as well as creating common entry points on the campus grounds for individuals.

Georgia Tech-Lorraine has implemented security procedures in collaboration with SECURITAS to enhance safety. A SECURITAS security guard is on duty at GT-Lorraine during the Summer from 8:00 AM to 7:30 PM according to the Summer class calendar. A last patrol is made daily around midnight. These procedures are implemented for other semesters according to the international situation.
Timely Warnings & Notifications

Should an emergency situation arise, either inside the Georgia Tech-Lorraine building or off campus, the Dean of Students at Georgia Tech will immediately be contacted to evaluate the situation and decide if the situations requires a timely warning to be issued.

The warning will then be issued through any means appropriate, including but not limited to:

- Facebook group notifications/warnings
- Email lists
- In-class announcements
- Flyers
- Door-to-door notifications by the RAs in the residential facilities

Clery Alerts

In addition to timely warnings, GT-L will use a variety of methods to keep the campus informed about incidents occurring on and near campus. These include

- Crime Alert Notifications: Clery Act Safety Alerts are sent to students, faculty, and staff via email when a criminal situation is found to constitute a continuing threat to the campus, in order to quickly make the community aware of an unsafe situation.
- Criminal Activity Log: A crime log is posted on the GT-L website, showing the date, location and type of crime, and the disposition (when known). Crimes are also reported to GTPD.
- Online: Current information can be found posted on the GT-L official website at http://lorraine.gatech.edu/
GT-LENS

Georgia Tech-Lorraine is in the process of utilizing the already established G-TENS system in cases of emergencies. As with the Atlanta campus system, alerts would be sent to all students, faculty, and staff via an online server in the case of an emergency. Administration in Metz will determine when and what notifications need to be sent. Faculty, students, and staff will be enrolled via their email and have the option of adding a phone line to receive text notifications. The system should be implemented by the beginning of the Spring 2016 semester.

Safety & Security Education Programs

Personal Safety Tips

Although the victim is never at fault, prioritizing one's personal safety is a good idea. By taking a few simple precautions as you go about your daily activities, you can reduce your chances of becoming a crime victim, particularly when the perpetrator is a stranger.

Basic Rules

- Be aware of your surroundings; stay alert and do not get distracted.
- Choose well-lit, busy streets and areas, and walk with a friend.
- Use body language to communicate that you are calm, confident, and know where you are going.
- Make eye contact with those around you and walk tall.
- Trust your instincts. Leave if you feel uncomfortable in a setting.
- To escape danger, cross the street, move to a well-lit area, and quickly go to the nearest house or open facility.
- Never prop open exterior doors to residence halls or other buildings.
- Keep room doors locked at all times.
- Carry your keys at all times.

Publicizing Personal Information

- You are cautioned against publicizing personal information—your name, picture, hobbies, and other detailed personal information—on websites and other easily accessible sources.
- When you publicize personal information, you open the door for this information to be used by individuals to commit identity theft and/or other predatory crimes.
When Walking
• Walk facing traffic.
• Carry a minimal number of belongings.
• Keep emergency money for telephone calls and/or transportation.
• Have your keys in your hand when approaching your vehicle or residence.
• If you feel you are being followed by someone in a vehicle, change your direction and write down the license plate number.

In a Vehicle
• Keep your vehicle in good running condition and filled with fuel.
• Plan your route in advance.
• Keep your vehicle doors locked at all times.
• Park in well-lit areas.
• If your vehicle breaks down, raise the hood, use flares, or tie a white cloth to the door handle. Stay inside the vehicle and keep all the doors locked and windows rolled up until help arrives.
• Never pick up strangers. Do not stop to help motorists
• If you are being followed, go to the nearest police or fire station, residence hall, or open facility. If no safe areas are near, honk the horn repeatedly and turn on your emergency flashers.

Jogging, Bicycling, and Other Outdoor Activities
• Choose safe, well-populated routes.
• Vary your routine, including the times you perform certain activities and the routes you take to or from such activities.
• Wear light, brightly colored clothing, especially at dusk and at night.
• Avoid jogging, biking, and other outdoor activities alone at night.
• If possible, carry a personal safety alarm.
• Do not wear headphones.

What If It Happens to You?
• Do not resist if the attacker is only after your purse or other valuables.
• Remain calm and do not show signs of panic, anger, or confusion.
• Call the police immediately or the emergency contact. Identify yourself and your location.
• Try to get a good description of your attacker, focusing on attributes such as:
  ▪ Age – Sex – Scars – Race – Height – Tattoos
  ▪ Weight – Complexion –Type of Clothing – Body Build
Property Safety Tips

The most frequently reported crimes are those involving theft of personal or institutional property. The following are some of the most frequent targets of theft reported to both the local police (17) and GTPD in Atlanta (404-894-2500) and some security tips to help you protect your property. Students should contact a GT-L staff member in the event that personal property is stolen for support and assistance communicating with local authorities.

**Bicycles**
- Park your bicycle in areas with a high volume of pedestrian traffic.
- Lock your bicycle with a high quality U-shaped lock.

**Computers and Other Office Equipment**
- Lock your room every time you leave.
- Keep records of your equipment that include a description of the equipment along with the make, model, and serial number.
- Engrave or apply an owner or departmental identification marking
- Secure computers with cable locks or other security devices.
- Consider purchasing and installing a tracking device on your laptop.

**Textbooks and Thefts**
- Write your name or owner identification number on several pages inside your books.
- Never leave your book bag or books unattended.

**Reporting Crime & Suspicious Behavior**

To report a crime in progress or a situation presenting **immediate** danger, all students, faculty and staff are encouraged to report all crimes and public safety incidents or concerns by reaching out to the closest staff member from the list below:

**In the Georgia Tech-Lorraine building:**
- any of the administrative staff members
- the Office of the Dean of Students Representative (Paul Voss)

**In the Student Residences:**
- the Resident Advisors
- the Area Manager of Residence Life (Karen Pierce)
- the residential facility manager
To report non-emergency crimes representing no immediate danger, students and/or faculty members are asked to report any concern to the Office of the Dean of Students Representative (Dr. Paul Voss) or staff members in charge of disciplinary issues and student conduct. They, in turn, will follow the proper procedure to take action by calling local authorities and/or the office of the Dean of Students in Atlanta, as well as the emergency contact at OIE and the Undergraduate Program Director in Atlanta (Catherine Bass).

**Important Telephone Numbers**

Students and faculty receive a wallet-size card with phone numbers of the Georgia Tech-Lorraine emergency contacts. For immediate assistance, they will thus be able to call the person(s) on call or the French Emergency Response Phone numbers: 17 for immediate police, 18 for fire, 15 for medical emergencies. The National Emergency Number should be called if a student feels any imminent danger threatening him/herself or anybody else.

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<tr>
<td><strong>Police</strong></td>
<td>17</td>
</tr>
<tr>
<td><strong>Fire Department</strong></td>
<td>18</td>
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<tr>
<td>SAMU (Medical Emergencies)</td>
<td>15</td>
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<tr>
<td>European Emergency number</td>
<td>112</td>
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**Other Important Emergency Phone Numbers**

As previously mentioned, the phone numbers of all the emergency contacts will be listed on an emergency card distributed to the students and the faculty upon arrival. Students are encouraged to keep this card with them at all times while abroad. There will be a 24-hour contact phone number (Resident Advisor or summer program assistant on call) and several back-up numbers.
The Undergraduate Program Director, Catherine Bass, will provide the Office of International Education and the Office of the Dean of Students with emergency contact information including the 24-hour contact number.

To ensure efficient and reliable emergency communication, the Resident Advisors and the Summer Assistants (during the Summer Program) on call are provided with cellular phones and have access to all the emergency numbers and emergency contacts. The GT-L Emergency Contact calls the Area Manager of Residence Life for assistance and based on the severity of the emergency, information will be shared immediately with Dr. Paul Voss and/or the Deputy Director.

If the emergency situation involves the health and welfare of a student, Dean John Stein, Catherine Bass and Mary Alice Allen from OIE will also be contacted immediately by the Area Manager of Residence Life in Metz.

Alcohol & Drug Policies, Education, & Assistance

Alcoholic Beverages

Georgia Tech-Lorraine has established policies and procedures governing the possession, sale, and consumption of alcoholic beverages on campus. All students sign a code of conduct stipulating that they will abide by these rules. A copy of the Student Contract may be obtained from Catherine Bass: catherine.bass@gtl.gatech.edu.

Any use of alcoholic beverages on campus must be in compliance with the Georgia Tech-Lorraine policy. Students of legal drinking age (18) in France may possess and consume alcoholic beverages only in their private residences. Alcohol may not be consumed in common areas or in the GT-L academic facilities.

Illegal Drugs

In accordance with Georgia Tech policies, Georgia Tech-Lorraine prohibits the possession or use, without a valid prescription, of any substance currently classified as a dangerous drug by the Georgia Controlled Substance Act. Any individual breaking the law will be subject to disciplinary action and arrest.
Substance Abuse Education

Georgia Tech-Lorraine is committed to maintaining a campus free of drug and alcohol abuse and assisting all employees and students in finding ways to address such problems. Educational programs addressing these issues are supported and encouraged through a variety of departments on the Georgia Tech main campus. Anyone aware of substance abuse problems with roommates, friends, or coworkers is encouraged to contact the appropriate GT-L staff member for help.

Substance Abuse Assistance

Georgia Tech-Lorraine advertises and utilizes services offered on the Atlanta campus. For students with substance abuse problems, assistance is available through the Georgia Tech Counseling Center and the Department of Health Promotion at Stamps Health Services.

The Counseling Center has experienced professional counselors and psychologists to assist students in need. Students are scheduled for individual appointments, and all information is kept strictly confidential.

Health Promotion has a full-time substance abuse prevention coordinator available to provide information individually or in group settings. Students are also welcome to seek help through Stamps Health Services, located at 740 Ferst Drive. For more information, students are encouraged to contact one of the following centers:

- Counseling Center ...................... 404-894-2575
- Health Promotion...................... 404-894-9980
- Stamps Health Services............. 404-894-1420

Georgia Tech faculty and staff may obtain assistance through the Office of Human Resources Faculty and Staff Assistance Program at 404-894-1225. Counseling and referral services are provided by appointment, and all information is kept strictly confidential. The Faculty and Staff Assistance Program also offers training and educational programs regarding drug and alcohol awareness.

Applicable Local Laws

Students are expected to adhere to local laws in addition to the policies of the Institute. It is the responsibility of every student to the risks associated with alcohol/drug use and abuse.
Sexual Assault, Dating or Domestic Violence, & Stalking

Prevention and Response Resources

In correlation with Georgia Tech, Georgia Tech-Lorraine is actively engaged in preventing and responding to sexual assault, dating or domestic violence, and stalking. These crimes are not tolerated on our campus and are a violation of the Student Code of Conduct as well as state law.

VOICE (Sexual Violence Prevention and Advocacy Initiative) is a Georgia Tech main campus initiative founded on the premise that everyone has the right to live and learn at Georgia Tech, free of violence or the threat of violence. This initiative seeks to create a campus culture that promotes respect, communication, and equity among the Georgia Tech community. The VOICE initiative is led by staff in Health Promotion and the Women’s Resource Center and involves students, faculty, and staff from across the campus community, including GTPD, Stamps Health Services, Housing, Residence Life, Greek Life, the Counseling Center, the Office of Dean of Students, Student Government, the Athletic Association, and others. More information can be found at www.voice.gatech.edu.

Facts about Sexual Assault, Dating, or Domestic Violence, and Stalking

• Most survivors of sexual assault are on a first-name basis with the perpetrator. On college campuses, only about 10 percent of sexual assaults are committed by a stranger.
• Consent for sexual activity is the presence of a YES, not the absence of a NO. If you aren’t sure if your partner is giving consent, ask in clear terms.
• Sexual violence, including sexual assault and dating or domestic violence, are more commonly perpetrated by men against women. However, the majority of men are not perpetrators, and people of all genders can be victimized.
• Alcohol is involved in the majority of cases of sexual assault on college campuses. In fact, sexual assaults often occur when alcohol is used coercively to incapacitate the victim. Know your limits when it comes to alcohol, and respect others’ limits.
• Dating or domestic violence is not always physical, and there are often warning signs of abuse that escalate to physical violence. If you see warning signs in your relationship or that of a friend, seek immediate support and consider creating a safety plan.
• Stalking can take many forms and is not always committed by a stranger. In fact, ex-boyfriends or girlfriends often stalk after the relationship has ended.
Strategies for Preventing Perpetration:

• Everyone has the right to have boundaries in a relationship, sexual or otherwise. Understand and respect your partner’s limits.
• Know your own sexual limits.
• Men who use callous sexual language are more likely to be perpetrators of sexual assault. When you hear someone talking about women or sex in a derogatory way, speak up!
• Learn more about how men and women communicate differently about sexual activity. A lack of communication or mixed signals is never an excuse for sexual assault.
• Seek information to learn more about what a survivor of sexual violence goes through and how you can support them.
• No matter your gender, if you are initiating sexual activity, you are responsible for seeking and receiving clear consent. People who are impaired or incapacitated by alcohol or drugs cannot give consent.

Bystander Intervention

Intervening can be difficult, but every person on campus, whether you are a student, staff, or faculty member, has a role in preventing or responding to violence before, during, or after it happens. It can be as simple as see something, say something.

Bystander Intervention Tips:

• Sexual violence may occur if a culture tolerates these behaviors, and it starts with rape jokes or sexist language. If you hear it, remember that you don’t have to laugh or participate.
• If you witness a potentially sexually violent situation, step in. Intervening can be direct or indirect – the important thing is that you do something. If you don’t feel comfortable addressing the potential perpetrator directly, consider causing a distraction or getting someone else to help you. Even if you don’t know the people involved, you can still help. If it is happening to a member of the Georgia Tech community, it’s your business.
• Being an active bystander might mean helping after an assault occur. Learn more about options available to victims, and offer help and support if someone you know experiences any form of sexual violence. Believe the survivor and be supportive of their choices.
Primary Prevention Programs Available

The VOICE initiative takes a comprehensive approach to sexual violence prevention and awareness programming on the Georgia Tech main campus. Yearly programming includes a VOICE training series, awareness events and campaigns, guest speakers, classroom and student organization presentations, and workshops for staff and faculty.

Students

The VOICE initiative’s sexual violence prevention programs contain: definitions of consent, sexual assault, dating and/or domestic violence, and stalking; myths related to sexual violence on campus; information on the Georgia Tech Student Sexual Misconduct Policy; safe and positive options for bystander intervention; sexual violence prevention strategies; and ways to support a survivor. VOICE serves thousands of students each year with trainings, speakers, and awareness campaigns. Students can visit www.voice.gatech.edu to learn more about Georgia Tech’s sexual violence prevention and advocacy activities, or email voice@gatech.edu for more information.

Faculty and Staff

Pursuant to its Policy of Non-Discrimination and Affirmative Action and Anti-Harassment Policy, Georgia Tech prohibits its faculty and staff members from engaging in discriminatory conduct on the basis of sex, including sexual harassment and sexual misconduct.

The Refrain, Reject, Report learning solution was designed and implemented to educate Georgia Tech faculty and staff on their rights and responsibilities regarding sexual harassment, discrimination, and misconduct, as well as how to support students experiencing sexual violence. The solution includes a highly interactive online tutorial, a website with videos and links to policies and other helpful resources, and an hour-long in-person training option for delivery to campus departments. The solution affirms Georgia Tech’s commitment to effectively responding to and ultimately preventing these issues on campus by equipping the community with practical skills to refrain from, reject, and report any form of inappropriate sexual behavior. If faculty or staff would like more information on training opportunities related to campus policies and employee responsibilities regarding sexual harassment, sexual assault, dating or domestic violence, and stalking, visit http://refrainrejectreport.gatech.edu.
Faculty and staff who would like to learn more about student resources for sexual assault, dating or domestic violence, and stalking can also visit www.voice.gatech.edu or contact VOICE by email at voice@gatech.edu for information on upcoming events and training opportunities.

Crisis Response Services Available

The Georgia Tech community has a wide range of services available to support and help survivors of sexual assault, dating or domestic violence, and stalking. Regardless of where an offense occurred, if a Georgia Tech student or employee reports that she or he is a victim of sexual assault, dating or domestic violence, or stalking, the victim is provided with a written explanation of her or his rights and options.

Options for Seeking Medical Attention

If an assault has just occurred, getting medical attention within the first seventy-two hours is important for medical reasons, as well as to collect evidence for criminal proof and/or obtaining a protection order.

Georgia Tech-Lorraine has a list of local hospitals and English-speaking doctors with whom they work and will make arrangements for medical attention and transport of survivors and will help with translation services as needed. Additionally, a staff member of Georgia Tech-Lorraine will accompany the student to the hospital, if the incident happened locally, or can be dispatched to a hospital outside of Metz, if the student makes such a request or if GT-L or Georgia Tech feels that this would be helpful to the survivors. Survivors have the option to seek medical attention without having a rape kit conducted. Survivors may seek medical attention for injuries, STI screening, emergency contraception, and pregnancy testing.

If it is not possible to seek medical care within the seventy-two hour window, it is still important to seek medical attention as soon as possible.

Local Hospitals:

<table>
<thead>
<tr>
<th>Hospital de Mercy</th>
<th>Hospital Legouest</th>
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<tbody>
<tr>
<td>Tel: +33 (0)3 87 55 31 31</td>
<td>Tel: +33 (0)3 87 56 47 65</td>
</tr>
<tr>
<td>1, allée du Château</td>
<td>27 avenue de Plantières</td>
</tr>
<tr>
<td>57530 Ars Laquenexy</td>
<td>57070 Metz</td>
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<tr>
<td>(without French Health Insurance)</td>
<td>(with French Health Insurance)</td>
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</tbody>
</table>
Doctors on duty 24H/24H +33 (0)3 87 36 97 97

Doctor Khalife Ghassan
Tel: +33 (0)3 87 37 13 26
24 boulevard de Guyenne
57070 Metz

Counseling Services

The Georgia Tech Counseling Center is committed to assisting students who have experienced sexual violence of any form, including sexual assault, dating or domestic violence, and stalking. The confidential services at the Counseling Center are free for enrolled students, and appointments will be scheduled by GT-Lorraine on the students’ behalf, on a per need basis.

A twenty-four-hour emergency consultation service is also available from the Counseling Center. You or GT-L may contact an on-call counselor through GTPD at 404-894-2500. You do not have to file a police report for counseling assistance. Aftercare in the form of counseling, advocacy, and follow-up is also available from local rape crisis centers or national hotlines such as RAINN (Rape, Abuse, and Incest National Network) or the National Domestic Violence Hotline.

Advocate Services

In addition to assistance from the Georgia Tech Counseling Center, a staff member from the Women’s Resource Center can serve as your advocate. The Women’s Center provides an Advocate on call twenty-four hours a day who can speak with victims reporting to GTPD or Housing staff. The Victim Advocate is available to accompany a victim to the hospital or for medical attention as needed. An Advocate can assist victims of any gender in identifying resources to cope with the aftermath of sexual violence. These resources include counseling services, medical attention, concerns with housing, safety, or academic performance, etc. To contact the Women’s Resource Center directly, call 404-385-0230. If a student would prefer to speak to a male advocate, the Women’s Resource Center can connect the student to a trained staff member on campus who can serve in that role.
Georgia Tech-Lorraine Resources

For Students

Housing Coordinator (Karen Pierce) – 011 33 354 84 60 94
Office of the Dean of Students Representative (Paul Voss) – 011 33 387 20 39 20

Georgia Tech Resources

For Students

Women’s Resource Center (WRC) – 404-385-0230
The WRC provides information, educational programs, referrals, and support for Georgia Tech students, faculty, and administration regarding sexual assault, sexual harassment, and sexual misconduct. The WRC also has a Victim Advocate on staff who can work with a victim-survivor as they deal with an experience of sexual violence. They can also connect victim-survivors with resources if they are struggling with classes, relationships, or other consequences resulting from their experience.

Georgia Tech Police Department (GTPD) – 404-894-2500
Officers from GTPD can support the investigation and prosecution of cases, ensure the well-being of the victim, and transport victims to Grady Hospital for treatment. Several members of GTPD are involved with the Sexual Violence Prevention Alliance on campus.

Dean of Students – 404-894-6367
The Dean of Students can serve as an advocate for students in reporting incidents of sexual assault. They can provide resources and referrals for victims. They also enforce judicial actions to respond to sexual assault.

Women’s Health – 404-894-1434
Women’s Health at Stamps Health Services has two female nurse practitioners on staff who provide services for sexual and reproductive health needs. The Women’s Clinic offers pelvic exams and pap smears, contraception, including emergency contraception, and STI screening. They do not, however, collect rape kits.

Georgia Tech Counseling Center – 404-894-2575
GT Counseling Center offers free confidential counseling services for Georgia Tech students who have been victims of sexual violence (as well as other counseling services).
Health Promotion – 404-894-9980:
Health Promotion, a unit of Stamps Health Services, provides educational information, presentations, programs, and resource referrals for sexual violence and related issues. Students can also meet with health educators individually to discuss sexual health issues. Health Promotion is home to the VOICE initiative for sexual violence prevention and advocacy on the Georgia Tech campus (www.voice.gatech.edu). To speak to a Victim-Survivor Advocate, call 404-385-4464 or 404-385-4451.

Title IX Coordinator – 404-894-0300:
Georgia Tech’s Title IX Coordinator serves as a resource for gender equity on campus and helps shape campus assessments and policies. The Title IX coordinator is supported by an advisory committee of campus leaders and students who assist in the identification of initiatives and assessment. Any alleged violations of Title IX or grievances should be reported immediately and will be treated in as confidential a manner as permitted under the law. (www.ohr.gatech.edu/ers/titleix)

Resources for Faculty and Staff

Faculty/Staff Assistance Program (FSAP) – 404-894-1225
The FSAP is a confidential counseling service that assists employees in addressing emotional and mental health concerns. The FSAP Program is staffed by a counselor who is a licensed provider of mental health services in the State of Georgia. (www.ohr.gatech.edu/worklife/fsap)

Georgia Tech Police Department (GTPD) – 404-894-2500
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Reporting Options for Sexual Violence

For students who experience sexual violence, there are several basic reporting options, depending on whether the victim wishes to file a confidential report with the Women’s Resource Center, pursue a Georgia Tech investigation with the Office of Student Integrity, or seek a criminal investigation with the assistance of GTPD. When a report is received by one of these entities, the victim receives written notice of their rights and options, including orders of protection, no-contact orders, and restraining orders.

Faculty and staff who wish to report concerns of sexual violence are encouraged to do so by contacting the Title IX Coordinator or any Deputy Title IX Coordinator (www.ohr.gatech.edu/ers/titleix). Reporters of sexual violence will be informed in writing of their rights, including notice that the Office of Human Resources may provide assistance in changing working situations, if requested, and as long as the changes are reasonably available. These written rights also include information about orders of protection, no-contact orders, and restraining orders.

Georgia Tech also has a hotline whereby members of the Georgia Tech community may file an anonymous complaint. Such complaints must be filed by completing an online form or by calling 1-866-294-5565 and having a neutral, third-party from EthicsPoint, Inc. transcribe the information and send it to Georgia Tech. For more information please visit: http://ohr.gatech.edu/ethics/ethicspoint

To file a Confidential Report

Student victims may file a confidential report with the Office of the Dean of Students (excluding the Office of Student Integrity), Women’s Resource Center, Health Promotion, or the Department of Housing. In this case, general information is collected for campus safety statistics and the case is referred to the Georgia Tech Title IX Coordinator to investigate to the extent possible given the information provided.

If information is provided that would identify the accused individual, the Title IX Coordinator will use that information to investigate the case. Examples of identifying information include, but are not limited to: name, email account, apartment or room number, job title (e.g., TA for particular class), and/or a specific description.
Faculty and staff who experience sexual violence may file a confidential report through EthicsPoint (neutral, third-party host) by completing an online form or by calling 1-866-294-5565 and having EthicsPoint transcribe the information and send it to Georgia Tech (http://ohr.gatech.edu/ethics/ethicspoint).

**To Pursue an Office of Student Integrity Investigation**

If the accused individual is a student, the victim may report the violation in writing or in person to the Office of Student Integrity to begin the investigation.

To prepare for the official conduct process, students are encouraged to meet with a staff member of the Office of the Dean of Students (including the Women’s Resource Center) prior to making the official complaint with the Office of Student Integrity.

Survivors are encouraged to report as soon as possible. However, the Office of Student Integrity will review all complaints.

If the accused individual is a faculty or staff member, the Georgia Tech Student Sexual Misconduct Policy does not apply. However, the victim may file a report with the Office of the Dean of Students (including the Women’s Resource Center) to be investigated by the Office of Human Resources and Georgia Tech’s Title IX Coordinator.

**To Seek a Criminal Investigation**

The survivor may file a report with local police and GTPD for a criminal investigation, which may be sought in conjunction with a Georgia Tech investigation. Georgia Tech will honor all protection and no contact orders issued by a criminal court as directed by law.

Reports to GTPD will be shared with the Office of Student Integrity and the Title IX Coordinator, and will be investigated for violation of policy or other violations of the Student Code of Conduct.

The Office of the Dean of Students (including the Women's Resource Center) can provide an Advocate to assist with reporting to local police and GTPD.

A survivor also has the right to choose not to file any report. In that case, a survivor can still receive support services from the Counseling Center or the Women’s Resource Center.
Sexual Misconduct Disciplinary Procedures

Students

All investigations concerning sexual violence by a Georgia Tech student will be prompt, fair, and impartial. The student investigation and resolution process utilizes an investigatory model, rather than an adversarial model, in resolving allegations of violations of the Student Sexual Misconduct Policy. The standard of proof utilized in these cases is preponderance of the evidence. Preponderance of the evidence, as an evidentiary standard, means that it is more likely than not the alleged violation of policy occurred. All Student Sexual Misconduct Policy investigation, resolution, and appeal processes are carried out by those who have received annual training on issues related to sexual assault, dating or domestic violence, and stalking, and how to conduct a sexual misconduct investigation, resolution, and appeal process that protects the safety of victims, maintains fairness/impartiality for accused individuals, and promotes student accountability.

Potential violations or individuals reported to GTPD will be investigated by the Office of Student Integrity per the procedures found in the Student Sexual Misconduct Policy, and due process rights of the victim and accused individual will be observed.

If a student is found responsible for any policy violations related to sexual assault, dating or domestic violence, or stalking, the Student Conduct Administrator or Appellate Committee must consider the first considered sanction(s) outlined in the Student Sexual Misconduct Policy prior to any other sanction(s). If it is decided that a first considered sanction is not appropriate, a rationale must be provided in the written outcome identifying why another sanction(s) was implemented. First considered sanctions are determined based on the specific policy violation and range from suspension held in abeyance to expulsion. For more information, see the Student Sexual Misconduct Policy at: www.policylibrary.gatech.edu/student-life/student-sexual-harassment-misconduct-policy
No-Contact Order

Upon receipt of a report of student sexual misconduct, the Office of Student Integrity may issue a no-contact order between the parties involved in the case. The no-contact order prohibits communication between/among the parties, including but not limited to: contact by telephone, email, hand-written note, instant messaging, and text messaging, online postings/message boards, through a third person, or in person. This includes any email or message accounts that are affiliated with the parties’ identities. If any party violates the no-contact order, the Office of Student Integrity may pursue additional disciplinary action.

In certain circumstances, the Dean of Students may also impose an Interim Suspension in accordance with Section F in the Code of Conduct.

Student Rights:

• To have any and all acts of sexual misconduct handled with seriousness, dignity, and respect.
• To receive information outlining the student procedures regarding sexual misconduct.
• To receive information about options to report sexual misconduct (i.e., campus and/or local police, the Office of Student Integrity, and the confidential reporting form) and to receive assistance from an Advocate if requested.
• To receive a prompt, fair, and impartial investigation and resolution.
• To have the investigation, resolution, and appeal process be carried out by those who have received annual training on issues related to sexual assault, dating or domestic violence, and stalking, and how to conduct a sexual misconduct investigation, resolution, and appeal process that protects the safety of victims, maintains fairness/impartiality for accused individuals, and promotes student accountability.
• To be informed of the date and location of any meetings involved in the investigation and resolution process.
• To seek information or updates from the Office of Student Integrity at any point throughout the investigation and resolution process.
• To have an Advisor of one’s choice present during any meetings and proceedings involved in the investigation and resolution process.
• To be informed in writing of any policies alleged to have been violated in association with the incident.
• To have the opportunity to provide information regarding his or her involvement in the allegation.
• To be informed of the outcome in writing of any campus disciplinary proceeding.
• To be notified of options and offered assistance in changing academic, living, transportation, and working situations, if requested and as long as the changes are reasonably available. The Office of the Dean of Students, in particular the Women’s Resource Center, will work with students requesting these services.
• To receive support services (i.e., campus counseling, medical assistance).
• To not to have mediation imposed as a resolution process.
• To appeal the outcome in accordance with Section E of the Student Sexual Misconduct Policy.
• To be informed in writing of any change to the outcome due to appeal, and when the outcome becomes final.

Faculty and Staff

All investigations concerning sexual misconduct by a Georgia Tech faculty or staff member will be prompt, fair, and impartial, and shall be conducted by officials who receive annual training on issues related to sexual harassment, sexual assault, dating or domestic violence, and stalking, and how to conduct a sexual misconduct investigation process that protects the safety of victims, maintains fairness/impartiality for accused individuals, and promotes employee accountability.

Faculty or staff investigation procedures will determine findings of fact using the preponderance of the evidence standard, which means that it is more likely than not that a violation of Georgia Tech policy has occurred. If it is determined that a violation of policy has occurred, disciplinary action may be taken, up to and including termination of employment. The severity of any disciplinary action will depend on the frequency or severity of the offense and the history of past misconduct by the employee.

Confidentiality

Although the goal is to limit the number of individuals who may learn about an allegation or investigation of sexual misconduct, Georgia Tech cannot guarantee confidentiality in all cases. Georgia Tech, however, will make reasonable and appropriate efforts to preserve a victim’s and accused individual’s privacy and to protect the confidentiality of information. To the extent permissible by law, Georgia Tech shall take reasonable steps to avoid inclusion of identifying information about a victim or accused individual from publicly-available records.
Retaliation

Georgia Tech does not tolerate retaliation against anyone who makes a complaint of sexual misconduct, whether reported to Georgia Tech or an external agency, or against anyone who exercises their rights or responsibilities under Georgia Tech’s policies. If any party involved in a sexual misconduct incident or conduct process retaliates in any way, she or he may be subject to additional disciplinary action. For more information see the Georgia Tech Anti-Harassment Policy at:
www.policylibrary.gatech.edu/employment/anti-harassment-policy

Missing Person

Missing Student Policy

If there is reason to believe that a student living in GT-Lorraine residence halls is missing (i.e., when his or her whereabouts are unknown and unexplainable), the person who realizes that the student is missing must contact one of the following: Dr. Paul Voss or any faculty or staff member at GT-L, Catherine Bass and/or the Office of the Dean of Students. A procedure will immediately be started to identify the whereabouts of the student. The staff members will go in person to the student’s dorm room and if necessary, will contact the other students of the group via Facebook to request their help in locating the missing student. Should a student remain missing, the Dean of Students and GTPD will be notified by phone at 404-894-2500 or 404-894-GTPD.

Students participating in the Georgia Tech-Lorraine programs are encouraged to travel in groups over the weekend or at least to notify others of their planned trips.

All contact information collected for the purpose of locating missing students shall remain confidential, will be used only for the purpose specified herein, and will not be disclosed outside of the realm of a missing student investigation.

Emergency Response and Evacuation Procedures

Site-specific emergency plan

The GT-L Programs are registered at the nearest U.S. Consulate in Strasbourg. American citizens or holders of permanent residents are also encouraged to register their trip online with the U.S. Department of State at https://travelregistration.state.gov/ibr/s/. 
Major emergency

In the event of an emergency that requires students to convene in a place other than the GT-Lorraine building, they will be instructed to gather in the main entrance hall of their respective residences. Faculty and staff will be given the dorms’ addresses to meet up there as well.

Student Residences:

Residence ALOES
4 place Edouard Branly
57070 Metz, France
Tel: 011 33 3 87 74 36 37
Contact: Mr. Fabrice Dénommé

Residence Lafayette
133 rue du Fort de Queuleu
57070 Metz, France
Tel: 011 33 6 76 25 76 69
Contact: Mr. Benoît Durban

Residence CROUS
4 boulevard Arago
57070 Metz Technopôle, France
Tel: 011 33 3 87 20 47 09
Contact: Mrs. Joëlle Herluson

Residence RESAM
12, Rue Félix Savart
57070 Metz Technopôle, France
Tel: 011 33 3 87 37 47 00
Contact: Mr Yves Bécker

The decision to implement wide evacuation procedures generally rests with the Director of Georgia Tech-Lorraine or Dean Stein. In situations requiring immediate action, public safety responders (police, fire, environmental health and safety) can also order an evacuation. When evaluating the possible evacuation, consideration will be given to the specific threat, its context, and the recommendation of the public safety officials.

Annual Safety & Security Report

Preparing the Annual Security Report Crime Statistics

January through December of the most recent three-year period is listed below. Confidentiality is limited to only that provided by law. The Campus Safety Report is prepared in cooperation with the local law enforcement agencies surrounding Georgia Tech - Lorraine campus, the Office of Student Integrity, and Women’s Resource Center. Each entity provides updated information on its educational efforts and programs to meet compliance requirements.
Disciplinary referrals for violations of the Student Code of Conduct, which may include some criminal offenses specified for this report, are sometimes made directly to the Office of the Dean of Students by individuals or campus organizations.

Email notification of the availability of the Campus Safety Report is sent out electronically to faculty, staff, and students before the October 1 deadline. Hard copies of the report may be printed from the GT-L and GTPD websites. The report is located at: www.police.gatech.edu/crimeinfo/safetyreport.

### Annual Security Report Crime Statistics

<table>
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<tr>
<th>Criminal Offenses</th>
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<th>On-Campus</th>
<th>On-Campus Student Housing**</th>
<th>Non-Campus</th>
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* In 2012 and 2013, Rape and Fondling offenses were not collected separately.
** Georgia Tech-Lorraine does not have on-campus student housing.

<table>
<thead>
<tr>
<th>Arrests</th>
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<th>On-Campus</th>
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<th>Campus Disciplinary Referrals</th>
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* Although Georgia Tech-Lorraine reported it’s 2013 VAWA offenses in last year’s Campus Safety Report, the Department of Education’s collection of VAWA numbers did not start until this reporting year, beginning with 2014 data.

** Georgia Tech-Lorraine does not have on-campus student housing.

** Georgia Tech-Lorraine does not have on-campus student housing.
Definitions of Locations & Crime Categories

Campus: “Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and “Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.” (34 CFR 668.46(a)) Clery-reported statistics include the academic and research areas, all student / staff residences on campus.

Dorm: “Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.” (34 CFR 668.41(a)) Clery-reported statistics are from all student residences, including fraternity, sorority, and other row houses as a subset of the campus statistics.

Non-campus: “Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.” (34 CFR 668.46(a))

Public property: “All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.” (34 CFR 668.46(a)) These statistics were provided by the law enforcement agency having jurisdiction where the property is located and Campus Security Authorities, where applicable.

Primary Crimes

Crime statistics definitions below are from the Federal Uniform Crime Reporting Handbook and may differ from the French Penal Code statutes.

Murder / Manslaughter: The willful killing of one human being by another.

Negligent Manslaughter: The killing of another person through gross negligence.
Sex offenses: Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

Incest: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (The criminal act need not result in injury to be counted as aggravated assault when a gun, knife, or other weapon is used in the commission of the crime.)

Burglary: The unlawful entry into a building or other structure with the intent to commit a felony or a theft.

Theft- Motor Vehicles: The theft or attempted theft of a motor vehicle, including automobiles, trucks, motorcycles, golf carts, and mopeds.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, or personal property of another.

Hate Crimes

Hate Crimes: Any of the previously listed crimes and any other crime involving bodily injury, theft, intimidation, assault or destruction/damage/vandalism reported to the police or to a campus security authority in which the victim is intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability of the victim.
Larceny/Theft: This includes pocket picking, purse snatching, shoplifting, theft from a building, theft from a motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, sever laceration, or loss of consciousness.

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism or Property (except arson): To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or that person having custody or control of it.

Categories of Prejudice

Race: A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind.

Gender: A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

Religion: A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

Sexual Orientation: A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.

Ethnicity/National Origin: A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions.
Disability: A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital, or acquired by heredity, accident, injury, advanced age, or illness.

Definitions

Arrest: A person (juveniles included) taken into custody (jail) or a citation issued for violation of liquor, drug, or weapons laws (defined below).

Disciplinary Referral: The referral of any person to any campus official who institutes a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

Liquor Laws: The violation of laws prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages. Driving under the influence and drunkenness violations are excluded.

Drug Laws: Violations of laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (Morphine, Heroin, Codeine); marijuana; synthetic narcotics (Demerol, Methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Weapons Laws: The violation of laws prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, knives, explosives, or other deadly weapons.
Other Important Numbers:

You may contact the following departments for more information about the topics covered in this brochure:

- Georgia Tech-Lorraine ................................................................. 404-894-0076
- Campus Police ............................................................................. 404-894-2500
- Counseling Center ..................................................................... 404-894-2575
- Dean of Students ........................................................................ 404-894-2564
- Women's Resource Center ........................................................ 404-385-0230
- Diversity Issues and Programs .................................................. 404-894-2561
- Stamps Health Services ............................................................... 404-894-1420
- Health Promotion ........................................................................ 404-894-9980
- Office of Human Resources ....................................................... 404-894-4847
- Faculty and Staff Assistance Program .......................... ............... 404-894-1225

To view this publication online, please visit the Georgia Tech Police Department’s website at www.police.gatech.edu or the Georgia Tech-Lorraine website at http://lorraine.gatech.edu/.

Other Emergency Numbers

- Georgia Tech Counseling Center ................................................. 404-894-2575
- Sexual Assault Information Line ................................................. 404-894-9000
- National Suicide Prevention Lifeline .......................................... 1-800-273-TALK