The staff of Montreat College is committed to providing a safe and secure community for our students and information that will equip them to assume responsibility for their safety throughout their lives.

**MONTREAT CAMPUS**

**CAMPUS SECURITY**

The Montreat College Campus Police has full arrest authority and provides primary police protection for the college community and can be reached by dialing 713-2520. The college’s Chief of Campus Police oversees officers who patrol the campus seven nights a week and Monday – Friday during the day. The college works closely with the town of Montreat police which includes the college in its’ 24/7 patrol and informs the college of any criminal activity on public property around the campus. All college buildings and residence halls are checked continually to insure security and to confirm that they are locked each evening. In the event of an emergency, the officer has the ability to immediately contact other area police officials. The residence halls are locked at all times, and an emergency phone is centrally located on campus and available at all times. Through the 911 emergency phone number, fire, rescue, and other area police agencies can be contacted directly.

**RESIDENCE HALLS**

The residence hall staff is trained to respond to campus emergencies and insure the safety of students living in the residence halls. During visitation events, the Residence Life staff is responsible for protecting residents’ privacy and safety. Staff members supervise the entry to the buildings and individual halls to insure compliance to college regulations and prevent uninvited off-campus individuals from entering the buildings. Requiring all guests to register and leave by the front lobby door insures safety and security; room doors are required to be left open; and the residence hall staff checks the halls on a regular basis.

The Office of Student Services provides educational programs and materials that encourage students to be responsible for their own security and the security of others. Information is provided to students through the college’s Student Handbook, written materials and small group workshops related to the following: crime prevention, self defense, sex offense awareness, and sex offense sanctions. All students are provided detailed procedures to be followed if a sex offense does occur, and support and protections are afforded the victim.

The Student Handbook also provided details of college policies, sanctions, and laws related to illegal drug and alcohol use. Drug and alcohol abuse education and counseling efforts are coordinated through the Office of Student Services.

**REPORTING CRIMES ON CAMPUS**

Students and employees are directed to report any occurrence of the crimes listed above to the local police, Campus Police, or the Assistant Dean for Student Life. Montreat College will provide a timely warning to the campus community of any occurrences of these crimes in the event they present a continuing threat to students and/or employees. Information regarding area registered sex offenders may be found through the Buncombe County Sheriff’s Office or the following North Carolina State Bureau of Investigation web site: http://sbi.jus.state.nc.us/DOJHAHT/SOR/

**CAMPUS SECURITY AND EMERGENCY RESPONSE**

Montreat College has established a committee made up of staff, faculty, and students to conduct an annual review of all campus security policies, crime reporting procedures, and emergency management procedures. For more information, contact the Office of Student Services at 828-669-8012, extension 3631.
Timely Warnings

In the event a public threat arises, either on or off campus, that in the judgment of the Dean of Students or the Chief of Campus Police constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the college’s phone notification system, through campus mail, flyers in all campus buildings, and the college e-mail system to students, faculty, and staff. Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Office of Student Services may also post a notice on the campus web site at: www.montreat.edu, providing the community with more immediate notification. In such instances, a copy of the notice is posted in each residence hall and at the front door of each campus building. Anyone with information warranting a timely warning should report the circumstances to the Campus Police, by phone (713-2520) or in person at the office of Student Services, Belk Campus Center, second floor.

Emergency Response, Lockdown, and Evacuation Procedures

If there is an ongoing public threat, the Dean of Students or the Chief of Campus Police may initiate an emergency lockdown or evacuation procedure. The action notice will be issued through the college’s cell phone emergency notification system, through campus mail, flyers in all campus buildings, and the college e-mail system to students, faculty, and staff. In such instances, a copy of the notice is posted in each residence hall and at the front door of each campus building. Anyone with information about any community threat should report the circumstances by calling 911, the Campus Police, by phone (713-2520), the Dean of Students (669-8012 ext. 3631) or in person at the office of Student Services, Belk Campus Center, second floor.

Missing Student Notification

In compliance with the Missing Student Notification Policy and Procedures 20 USC 1092 C; (Section 488 of the Higher Education Opportunity Act of 2008), it is the policy of Student Services and Residence Life to actively investigate any report of a missing student who is enrolled at the college as either a full or part-time student. Each resident will be notified of the missing students’ policy and procedures in the event that they are reported missing.

Each resident is asked to provide the name and contact number of the individual(s) that is to be contacted in case of an emergency, including in the event of the resident being reported missing for a period of no more than 24 hours. For any resident under the age of 18, and not an emancipated individual, the institution is required to notify a custodial parent or guardian no later than 24 hours after the time that the resident is determined to be missing by Student Services staff.

If a member of the college community has reason to believe that a student is missing, all efforts will be made immediately (no waiting period) to locate the student to determine his or her state of health and well-being. These efforts include, but are not limited to, checking the resident’s room, class schedule, friends, contacting the police, locating the resident’s vehicle, and calling cell phone number.

If upon investigation by Student Service and police, the resident is determined missing for at least 24 hours, the Dean of Students will contact the resident’s designated emergency contact or custodial parent or legal guardian, if under the age of 18 or the student has failed to designate an emergency contact. Student Services and police will continue to investigate utilizing established police investigative procedures. Student Services will co-ordinate its efforts with outside law enforcement agencies in full compliance with legal obligations and good police practice.

Report to one or more of the following in the event of a student mission for 24 hours:
Confidential Reporting Procedures

If you are the victim of a crime and do not want to pursue action within the college or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Chief or a designee of campus police can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the college can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Policy for Reporting the Annual Disclosure of Crime Statistics

The Office of Student Services prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our web site at www.montreat.edu/student/campus_police/. This report is prepared in cooperation with the Campus Police, Student Services, Residence Life and local law enforcement agencies. Each entity provides updated information on their educational efforts and programs to comply with the Act. Campus crime, arrest and referral statistics include those reported to the Campus Police, designated campus officials (including but not limited to directors, deans, department heads, advisors to students/student organizations, athletic coaches), and local law enforcement agencies. Counseling and Health Services staff informs their clients of the procedures to report crime to the police on a voluntary or confidential basis, should they feel it is in the best interest of the client. Each year, a copy of the report is e-mailed to all current students and employees. Copies of the report may also be obtained at Student Services, Belk second floor. All prospective employees may obtain a copy from the college Business Office (828) 669-8011, and the web site address will be attached to college employment applications and open position notices.

SCHOOL OF PROFESSIONAL AND ADULT STUDIES CLASS LOCATIONS

REPORTING CRIMES

Students and employees are directed to report any occurrence of the crimes listed above to the local police or a Montreat College administrator. Montreat College will provide a timely warning to students of any occurrences of these crimes in the event they present a continuing threat to students and/or employees. Information regarding area registered sex offenders may be found through the County Sheriff’s Office or the following North Carolina State Bureau of Investigation web site: http://sbi.jus.state.nc.us/DOJHAHT/SOR/

SECURITY AND EMERGENCY RESPONSE

Montreat College has established a committee made up of staff, faculty, and students to conduct an annual review of all campus security policies, crime reporting procedures, and emergency management procedures. For more information, contact the Office of Student Services at 828-669-8012, extension 3631.

Timely Warnings

In the event that a situation arises, either on or off campus, that constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through e-mail system to students, faculty, staff and the through posted notices. Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the college
may also post a notice on the campus web site at: www.montreat.edu, providing the community with more immediate notification. In such instances, a copy of the notice is posted on the doors of each campus building. Anyone with information warranting a timely warning should report the circumstances to the college by phone or in person.

Confidential Reporting Procedures

If you are the victim of a crime and do not want to pursue action within the college or the criminal justice system, you may still want to consider making a confidential report. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the college can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Policy for Reporting the Annual Disclosure of Crime Statistics

The Office of Student Services on the main campus prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our web site at www.montreat.edu/student/campus_police/. This report is prepared in cooperation with the Campus Police, Student Services, Residence Life, SPAS staff, and local law enforcement agencies. Each entity provides updated information on their educational efforts and programs to comply with the Act. Campus crime, arrest and referral statistics include those reported to the Campus Police, designated campus officials (including but not limited to directors, deans, department heads, advisors to students/student organizations, athletic coaches), and local law enforcement agencies. Each year, a copy of the report is e-mailed to all current students and employees. Copies of the report may also be obtained at Student Services, Belk second floor. All prospective employees may obtain a copy from the college Business Office (828) 669-8011, and the web site address will be attached to college employment applications and open position notices.

ALL CAMPUSES

Sex Offenses

Forcible and/or non-forcible sex offenses are contrary to God’s teachings, are unlawful and are violent crimes subject to criminal prosecution. Non-forcible sex offenses include rape, acquaintance rape and any sex act wherein the victim is incapable of giving consent. Forcible sex offenses include rape, acquaintance rape and any sex act wherein the victim reacts with resistance. Such resistance may consist of saying “No”, arguing, fighting, pleading, screaming, crying or other behavior that indicates the respondent is saying “No!”

Sex offenses will not be tolerated at Montreat College. An alleged act of sexual aggression will be taken seriously, investigated thoroughly by the college and the victim will be encouraged to report the offense to the local authorities. The college will give the victim the option of having the case heard by the student judicial courts or, for privacy reasons, by the Assistant Dean for Student Life. If found responsible, the perpetrator will face disciplinary action ranging from probation to expulsion, depending on the seriousness of the specific offense.

Jurisdiction- Administrative
Sanction-Probation and counseling to dismissal and referral to police.

Should an attack occur, the following reporting procedure should be followed. Do not bathe or change clothes; evidence of the attack must be documented. Report immediately to a residence director or other college official who will communicate with the proper authorities.

On-and-off campus counseling and health services/education will be made available to any sex offense victims. Changes in campus living accommodations may be provided as necessary. Education programs to promote awareness of rape, acquaintance rape and other sex offenses will be planned and conducted by the Health Center and Counseling staff.

Sexual Assault Response Guarantee
Montreat College Student Services and the Campus Police have adopted the following: Sexual assaults, including date/acquaintance rape, are a very serious concern of the college. If you feel you are the victim of a sexual assault on campus, we guarantee you the following:

1. We will meet with you privately, at a place of your choice in this area, to take a complaint report.
2. We will not release your name to the public or to the press.
3. Our staff or officers will not prejudge you, and you will not be blamed for what occurred.
4. We will treat you and your particular case with courtesy, sensitivity, dignity, understanding and professionalism.
5. If you feel more comfortable talking with a female or male, we will accommodate your request.
6. We will assist you in arranging for any hospital treatment or other medical needs.
7. We will assist you in privately contacting counseling, safety, advising and other available resources.
8. We will fully investigate your case, and will help you determine how the case is directed in order to achieve the best outcome. This will involve encouraging you to make an official police report seeking the arrest and full prosecution of the suspect responsible.
9. You will be kept up-to-date on the progress of the investigation and/or prosecution.
10. We will continue to be available for you, to answer your questions, to explain the systems and processes involved and to be a listening ear if you wish.

If you feel you are a sexual assault victim, call the Campus Police at extension 713-2520, Health Services at extension 3536, Counseling at extension 3538, Student Services at extension 3631 or any other staff, and say you want to privately make a sexual assault complaint. You may call any time of day or night.

In accordance with federal and state statutes, Montreat College is committed to maintaining a community that is free from sexual harassment and all forms of sexual intimidation, exploitation, coercion, and violence. The Associate Dean of Academics and Institutional Effectiveness is designated as the Title IX Coordinator. Inquiries concerning the college’s policies, compliance with applicable laws, statutes, and complaints may be directed to the Associate Dean of Academics and Institutional Effectiveness, Montreat College, P.O. Box 1267, Montreat, NC 28757, (828)669-8012 (ext. 3623).

**Sex Offender Registry Search**
The North Carolina Sex Offender Registry may be accessed through the following link: [http://sexoffender.ncdoj.gov/disclaimer.aspx](http://sexoffender.ncdoj.gov/disclaimer.aspx)

**Alcohol Use Policy**

All students are encouraged to consider the health risks involved in alcohol use and to seek maturity and responsibility in all of their actions and behavior. This is inclusive of the choice that students, age 21 or older, make concerning alcohol use.

The North Carolina Safe Roads Act prohibits all persons under the age of 21 from purchasing, attempting to purchase, possessing or consuming alcoholic beverages. North Carolina State Law regarding alcohol states the following:

It is illegal for anyone less than 21 years of age to:

- Possess beer or unfortified wine:
  **Penalty** - If 19 or 20 years of age, the offense will be a class 3-misdemeanor criminal offense, which is an unlawful act that has far-reaching legal consequences, in addition to a fine of $200. If 18 years of age, it will be a misdemeanor which will become a matter of public record as a criminal conviction and subject one to court costs and/or fines.

- Purchase or attempt to purchase beer or unfortified wine:
  **Penalty** - If 19 or 20 years of age, and if the violation occurred while the person was purchasing or attempting to purchase an alcoholic beverage, the sanction will be the same as noted above. If 18 years of age, and if the violation occurred while the person was attempting to purchase an alcoholic beverage, the offense will be a misdemeanor resulting in court costs and/or fine, and upon conviction, the Department of Motor Vehicles (DMV) will revoke the defendant's driver's license for one year.
- Aid and abet in the sale, purchase, and/or possession of alcohol (including giving alcohol) to anyone under
  the age of 21:
  **Penalty** - If convicted, up to a $1000 fine and 150 hours of community service.

- Aid and abet in the sale, purchase, and/or possession of alcohol (including giving alcohol) by anyone less
  than 21 years of age:
  **Penalty** - If under 21 years of age, the offense will be a misdemeanor punishable by a fine of up to $500 or
  imprisonment for not more than six months or both, and upon conviction, the DMV will revoke the
  defendant's driver's license for one year.

- Use or attempt to use in order to obtain alcoholic beverages when not of lawful age, a fraudulent or altered
  driver's license; or a fraudulent or altered identification document other.
  **Penalty** - If convicted, this is a misdemeanor resulting in court costs and/or fine and the DMV will revoke the
  defendant's driver's license for one year.

- Permit the use of one's driver's license or any other identification document of any kind by any person under
  21 to purchase or attempt to purchase or possess alcohol:
  **Penalty** - If convicted, this is a misdemeanor resulting in court costs and/or fine and the DMV will revoke the
  defendant's driver's license for one year.

- Consume alcoholic beverages in any public area including city streets, sidewalks, town-maintained
  buildings, bus or municipal parking lots, and town recreation areas:
  **Penalty** - If convicted, this is a misdemeanor and could result in a criminal record, court costs, and restitution
  by performing community service.

Possession, consumption, or being under the influence of alcoholic beverages on any Montreat College
owned or leased property or during any college sponsored event or trip is prohibited, regardless of age. Being
under the influence includes, but is not restricted to, offensive, disruptive, hazardous, and/or vulgar conduct
during or following the consumption of an alcoholic beverage. Violation of this regulation will result in
disciplinary action.

Students over the age of 21 are encouraged to use discretion and mature judgment in the event that they
choose to consume alcoholic beverages. Due to the potential influence that student leaders have on fellow
students, their consumption of alcoholic beverages is discouraged. However, if student leaders, age 21 or
older, do choose to consume alcohol, they are expected to model responsibility and maturity.

These recommendations and regulations apply to all students, living on or off campus. Resident students are
responsible for conveying these regulations to their guests while they are on the Montreat College campus.
Parents of students under the age of 21 may be notified by the Assistant Dean for Student Life in the event of
any alcohol or drug related disciplinary action. Educational materials, programs and counseling treatment are
available through the Health and Counseling Centers.

In addition to the college sanctions listed below, students who are 19 or 20 years old and found in possession
of an alcoholic beverage will be turned over to the campus police pursuant to North Carolina law [G.S. 18B-302 (I)]. See page 17 for a description of North Carolina law as related to underage possession and consumption.

**Jurisdiction-Administrative**

**Sanction-1st Offense:** 4 weeks probation, 20 hrs. community service, required assessment by college
counselor

**-2nd Offense:** 8 weeks or end of semester probation, 30 hrs. community service, required
assessment by college counselor, community service, required assessment by

**-3rd Offense:** 40 hrs. community service, required assessment by college counselor, probation
for two semesters up to dismissal

Students 21 years of age or older who are found responsible for providing an alcoholic beverage to anyone
under the age of 21 will be subject to dismissal from the college. Examples of "providing" include but are not
limited to the following:

a. Purchasing an alcoholic beverage for someone under the age of 21.

b. Giving an alcoholic beverage to someone under the age of 21.

c. Making an alcoholic beverage available to someone under the age of 21.
A 21-year-old or older student who has a guest under 21 that consumes an alcoholic beverage on or in his or her leased, rented or owned property will also be subject to dismissal.

**Jurisdiction-Administrative**

**Sanction-**40 hrs. community service, required assessment by college counselor, probation for two semesters up to dismissal

**Possession or Use of Illegal Drugs**

For health and legal reasons, possessing, consuming and/or selling illegal drugs, on or off campus, is prohibited. Possession of drug paraphernalia, as defined by North Carolina State Law, is prohibited on and off campus. Unauthorized possession, use, distribution or sale of prescription drugs is also prohibited. Educational materials, programs and counseling treatment are available through the Health and Counseling Centers.

North Carolina State Law regarding controlled substances states the following:
- **Possession-Marijuana**
  - Possession of less than 1 1/2 ounces of marijuana is a misdemeanor criminal offense. Conviction will result in a permanent criminal record and subject the defendant to a maximum fine of $100 and court costs. Second and subsequent convictions include imprisonment for up to 30 days and fines.

- **Possession-Cocaine/Crack**
  - Possession of cocaine in any quantity up to 28 grams is a Class I felony punishable by imprisonment up to five years and/or fine. Possession of 28 grams, but less than 200 grams is "trafficking in cocaine" and is punishable by a minimum imprisonment of seven years, up to 15 years and a minimum fine of $50,000.

- **Possession-L.S.D.**
  - Possession of any quantity of L.S.D. up to 100 dosage units is a Class I felony punishable by imprisonment for up to five years and/or fine.
  - Possession of 100, but less than 500 dosage units of L.S.D. is "trafficking in lysergic acid diethylamide," and is punishable by a minimum seven-year imprisonment, up to 15 years and a minimum fine of $25,000.

- **Possession-Methamphetamine**
  - Possession of any quantity of methamphetamine up to 28 grams is a Class I felony punishable by imprisonment for up to five years and/or fine.

- **Possession-Drug Paraphernalia**
  - Possession of drug paraphernalia is a misdemeanor criminal offense punishable by imprisonment up to one year and/or fine up to $500.

- Drug paraphernalia is summarily defined as all equipment, products, and materials of any kind used to facilitate planting, propagating, cultivating, growing, manufacturing, converting, processing, preparing, packaging, storing, concealing or used to facilitate injecting, ingesting, inhaling or otherwise introducing into the body, a controlled substance.

- The following are examples of drug paraphernalia. This list is not totally inclusive: scales, balances, sandwich baggies and their corners, roach clips, carburetor pipes, pipes using screens, water pipes, homemade pipes, film canisters, diluents, bongs, sifters, syringes, spoons, chamber pipes, and any other equipment, products or materials that can be linked directly to the usage of controlled substances.

In addition to the college sanctions listed below, students found in possession of an illegal drug will be turned over to the campus police pursuant to the appropriate North Carolina General Statute.

**Jurisdiction-Administrative**

**Sanction-Misdemeanor:** 25 hours community service, probation, for two semesters, required assessment by college counselor - Felony or 2nd Offense Misdemeanor: Dismissal

**Health Risks Related to Alcohol and Illegal Drug Use**

- The use or abuse of alcohol and other drugs increase the risk for a number of health related and other medical, behavioral, and social problems. These include acute health problems related to intoxication or overdose (blackouts, convulsions, coma, death); physical and psychological dependence; malnutrition; long-
term health problems, including cirrhosis of the liver, organic brain damage, high blood pressure, heart disease, ulcers, and cancer of the liver and mouth, throat and stomach; contracting diseases such as AIDS, through the sharing of hypodermic needles; pregnancy problems including miscarriages, still births and learning disabilities; fetal alcohol syndrome (physical and mental birth defects); psychological or psychiatric problems; diminished behavior (hangovers, hallucinations, disorientation, slurred speech); unusual or inappropriate risk-taking, which may result in physical or emotional injury, or death; violent behavior toward others, such as assaults and rape; accidents caused by operating machinery while impaired; impaired driving resulting in alcohol and drug-related arrest, traffic accidents, injuries, and fatalities; negative effects on academic or work performance; conflicts with co-workers, classmates, family, friends, and others; conduct problems resulting in disciplinary actions, including dismissal; and legal problems including imprisonment. Underage alcohol consumption is a major contributing factor in the leading causes of death among persons 15-21 years old, including auto crashes, homicides, suicides and other trauma.

**Drug and Alcohol Abuse Prevention Program**

Montreat College encourages any student with a substance abuse and/or dependency problem to contact the college nurse and/or the college counselor. The college provides education and prevention programs concerning the use and abuse of drugs and alcohol. Confidentiality will be maintained. Support groups are available both on and off campus.
Montreat College Campus Crime Statistics 2010

This information is furnished in compliance with the Clery Act (the Student Right-to-Know and Campus Security Act of 1990). Reports do not necessarily mean that arrests and/or convictions resulted.

Reported Crimes

<table>
<thead>
<tr>
<th>Offense Type</th>
<th>Montreat Campus</th>
<th>Non-Campus Building or Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder</td>
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<tr>
<td>Manslaughter</td>
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<td>0</td>
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<tr>
<td>Forcible Sex Offenses</td>
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<tr>
<td>Non-Forcible Sex Offenses</td>
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<tr>
<td>Robbery</td>
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<tr>
<td>Aggravated Assault</td>
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<tr>
<td>Motor Vehicle Theft</td>
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Hate Crimes (by prejudice)

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<th></th>
<th>Montreat Campus</th>
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<th>Public Property</th>
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<td>Race</td>
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Number of Arrests/Referrals for Selected Offenses

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<th>Offense Type</th>
<th>Montreat Campus</th>
<th>Non-Campus Building or Property</th>
<th>Public Property</th>
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<td>(Includes Attempts)</td>
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<td>Liquor Law Violations</td>
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<td>Drug Law Violations</td>
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<tr>
<td>Additional Referrals</td>
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<td>Weapons Law Violations</td>
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<tr>
<td>Additional Referrals</td>
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<td>0</td>
</tr>
</tbody>
</table>

1Non-Campus Building or Property-includes the Black Mountain property and all locations where classes are taught away from the main campus.

2Public Property-includes public throughfares, streets, sidewalks, and parking facilities adjacent to college property.
MONTREAT COLLEGE
ANNUAL FIRE SAFETY REPORT
Calendar Year 2010

Daily Fire Log
The Student Services Office maintains a Fire Log of all incidents reported. This includes all fire-related incidents. The Fire Log includes the incident type, date incident is reported, date and time of occurrence, and general location of each reported incident type, as well as the disposition of the incident, if this information is known. The Student Services Office records on the Fire Log within two (2) business days of receiving a report of an incident and reserves the right to exclude reports from a log in certain circumstances as permitted by law. The most current 60 days of information is available from the Student Services Office.

Annual Fire Safety Report
The Higher Education Opportunity Act (HEOA) requires two (2) new safety-related requirements on institutions that participate in federal student financial aid programs which follow:

1. Fire Log: Institutions must keep a fire log that states the nature of the fire, date, time, and general location of each fire in on-campus student housing facilities.

2. Annual Fire Safety Report: Institutions with on-campus student housing facilities must publish annually a fire safety report that provides information on campus fire safety practices and standards. Montreat College complies with this regulation by including all fire-related incidents at on-campus student housing facilities as part of the Annual Security & Fire Safety Report. Information contained in this annual fire safety report includes: number and cause of fires at all on-campus student housing facilities; number of fire-related deaths; related injuries; value of fire-related property damage; information on evacuation procedures; fire safety education and training programs; fire safety systems in each student housing facility; number of regular mandatory supervised fire drills; and policies on portable electrical appliance, smoking and open flames. The Annual Security & Fire Safety Report includes three (3) years of data.

If a fire occurs in any building, community members should immediately notify 911 from a land line phone or from any cell phone. The campus fire alarm systems alert community members of potential hazards. Community members are required to heed an activated fire alarm system, and evacuate a building immediately. Use the nearest available exit to evacuate the building. Gather outside. Community members should familiarize themselves with the exits in each building. When a fire alarm is activated, the elevators in most buildings will automatically recall to a pre-designated fire safe floor. Occupants should use the stairs to evacuate the building.

Fire Protection Equipment/Systems
All residential buildings are equipped with automatic fire detection and alarm systems which are monitored 24 hours a day, 365 days a year.

Fire Definitions
Fire: Rapid oxidation of combustible material accompanied by heat, light and smoke of combustible material, which is found outside of its normal appliance, whether or not it is extinguished prior to arrival of emergency.
**Fire-related Deaths:** Number of persons who were fatalities because of a fire incident, including death resulting from a natural or accidental cause while involved in fire control, attempting a rescue, or persons escaping from the fire scene (an individual who dies within one (1) year of injuries sustained as a result of a fire).

**Fire-related Injuries:** Number of persons receiving injuries from fire-related incidents, including an injury from a natural or accidental cause who received medical treatment at a local medical facility. This includes first responders attempting to control the fire, attempting a rescue, or persons escaping from the fire scene. Persons may include students, faculty, staff, visitors, firefighters, or any other individuals.

**Estimated U.S. Dollar Loss Related to Fire Incidents:** Estimated total U.S. dollar loss of both contents and structure or property destroyed because of a fire incident, not loss of business.

**Evacuation Procedures Posted:** When a fire alarm is activated, evacuation is mandatory. DO NOT use elevators; evacuate the.

**Fire Alarms Monitored:** Fire alarms are monitored 24 hours a day, seven days a week, 52 weeks a year.

**Fire Safety Training Programs Delivered:** Number of training programs delivered by Fire and Emergency Services or other responsible persons of authority.

**Buildings Equipped with Fire Alarm Systems and Smoke Detectors:** Buildings have functional fire alarm systems and smoke detectors installed.

**Emergency Evacuation Drills (formerly known as Fire Drills):** The number of supervised scheduled drills or actual events at campus residence halls. Various drills are conducted throughout the year to familiarize students with emergency procedures and individual roles. Each year there are five (5) emergency drills in each residence hall.

**Fire Policies for On-Campus Student Housing Facilities**
Each residence hall will hold fire drills on a periodic basis. Evacuation routes are posted in a central location on each residence hall floor. Each floor is equipped with a fire extinguisher. Any type of open flame is prohibited. Burning items such as incense is included. Possession or use of candles and open coil heaters is not permitted in the residence halls. Possession and use of halogen-type lights on campus is not permitted in any residence hall room. North Carolina State Fire Code prohibits use of extension cords. Only multiple outlet, thermal protected power strips are permitted in residence hall rooms. The college reserves the right to prohibit the possession and use of any item that may present a fire or safety hazard. Fire alarms and fire extinguishers are placed throughout the college buildings for the security of the community. The college will discipline any student who makes unauthorized use of or interferes in any way with the efficient functioning of this equipment, the result of which could jeopardize the safety and lives of other students. The student may also be referred to local law enforcement agencies. Cases of arson or burning personal property are felonies and will be referred to local law enforcement agencies as well as to the appropriate college authority.
<table>
<thead>
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<th>Residence Hall</th>
<th>Number of Fires</th>
<th>Injuries</th>
<th>Deaths</th>
<th>Property Damage</th>
<th>Number of Fire Drills</th>
<th>Fire Detection Systems</th>
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