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Availability of SLCC’s Annual Security Report

This report includes statistics for the previous three years concerning reported crimes that occurred in on-campus buildings owned or controlled by South Louisiana Community College; and on public property within, immediately adjacent to, or accessible from the campus. The report also includes institutional policies concerning issues of campus security, such as sexual assault and other matters.

SLCC’s annual security report is made available to the general public via the Public Safety section of SLCC’s website. A notice of the report’s release and availability is disseminated electronically to all current students, faculty, and staff members; this notice includes the following direct link to the report:

http://www.solacc.edu

If necessary, a paper copy can be obtained by contacting South Louisiana Community College’s Department of Public Safety at 337-521-8914, or by email at SLCCPOLICE@solacc.edu. The Annual Security Report is also composed of a Daily Crime Log used to record alleged criminal incidents reported to campus police or security departments. Crime log entries include all crimes reported to campus police or security departments, in addition to Clery-Act crimes. South Louisiana Community College provides the Daily Crime Log in a hard copy format for all criminal incidents reported to the Department of Public Safety within the 60-day period prior to October 1 annually. Requests for data can be made on-site during normal business hours at SLCC’s Department of Public Safety (Devalcourt Building) located on the main campus at 320 Devalcourt St., Lafayette, LA 70506.

Legal Requirement of the Campus Security (Jeanne Clery) Act

The Campus Security Act (also known as the Jeanne Clery Act) requires colleges and universities to:

1. Publish an annual report every year by October 1 that contains five years of campus crime statistics and certain campus security policy statement.

2. Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other college officials who have “significant responsibility for student and campus activities.”

3. Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees.”

4. Disclose in a public crime log “any crime that occurred on campus...or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department.”
It should be noted that SLCC does not have off-campus student clubs/organizations. While SLCC student clubs/organizations may conduct activities off campus, college regulations require the approval of the college administration and the presence of a faculty/staff advisor(s) at all such activities. These advisors serve as monitors for such events and can notify the appropriate law enforcement authorities of any criminal activity.

The South Louisiana Community College (SLCC) Department of Public Safety is responsible for preparing and distributing this report, this is compiled through a cooperative effort with other departments and agencies such as the Vice Chancellor of Student Affairs, the Lafayette Police Department, the Louisiana State Police, and the Lafayette Parish Sheriff’s Office for the Lafayette campuses, other campuses will be through the assistance of the local law enforcement agencies within the college’s jurisdiction.

We encourage members of the South Louisiana Community College community to use this report as a guide for safe practices both on and off campus.
SOUTH LOUISIANA COMMUNITY COLLEGE
DEPARTMENT OF PUBLIC SAFETY

SLCC's Department of Public Safety is charged with the responsibility for on-campus security, safety, law enforcement, emergency services, traffic, and parking. The department is located in the Devalcourt Building, which is commonly referred to as Devalcourt. The department operates on a schedule that encompasses college operating hours and employs full-time, commissioned police officers along with non-commissioned support staff. Police officers must possess or be able to obtain a 440 hour course of basic training at a police academy approved by the Louisiana Peace Officer Standards and Training (POST) Commission. The training curriculum is as mandated by POST and includes such topics as criminal law and procedures, patrol and investigation practices and techniques, firearms, first aid, and physical training. An array of in-service training programs is presented to update and enhance officers’ professional skills.

SLCC police officers are vested with all of the powers, authority, and responsibilities granted to any police officer of the state while on property owned by the college, (including adjacent public streets) as set forth in Section 17:1805 of the Louisiana Revised Statutes. The Department of Public Safety cooperates fully with federal, state and local law enforcement agencies in cases which involve both on-campus and off-campus jurisdiction, or when the resources of another agency can be used to facilitate the resolution of an investigation.

All SLCC police personnel derive their authority from the Louisiana Revised Statutes 17:1805: L.R.S. 17:1805 Authority of university or college police officer.

A. (1) Those persons who are university or college police officers responsible for maintaining general order and exercising police power on the campus of a state supported or private college or university shall be designated as university or college police officers.

(2) Each as such person named as police officer by the president of the college or university shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as provided in Subsection E of this Section. Such commission shall remain in force and in effect at the pleasure of the employing college or university.

(3) While in or out of uniform, these police officers shall have the right to carry concealed weapons and to exercise the power of arrest when discharging their duties on their respective campuses and on all street, roads, and right-of-way to the extent they are within or contiguous to the perimeter of such campuses. In the discharge of their duties on campus and while in pursuit on or off the campus, each university or college police officer may exercise the power of arrest.

(4) Each such police officer shall execute a bond in the minimum amount of ten thousand dollars in favor of the state for the faithful performance of their duties. The premium bond shall be paid by the employing institution.

B. Any person arrested by a college or university police officer, in the exercise of the power hereinabove granted, shall be immediately transferred by such officer to the custody of the sheriff or city police wherein arrest occurs.
C. On and after January 1, 1975, no person shall be commissioned as a college or university police officer, unless prior to such commissioning the person has, as a minimum requirement, completed and graduated from the six-weeks program of the Basic Law Enforcement Training Academy.

D. Upon authorization by the chief administrative officer of the educational institution, a college or university police officer shall have authority to discharge his duties off campus as follows:

(1) If engaging in intelligence gathering activity.
(2) When investigating a crime committed on campus.
(3) When transporting prisoners in furtherance of duties as set forth in this Section
(4) When transporting money, securities, or other valuables on behalf of the college or university.
(5) While providing security or protective services for visiting dignitaries to the college or university both on and off the campus.
(6) If specifically requested by the chief law enforcement officer of the parish or city.

E. Notwithstanding any of the provisions of this Section to the contrary, any state supported or private college or university situated within the territorial limits of any municipality having a population in excess of two hundred fifty thousand persons may, at the option of said college or university, have its campus police officers commissioned as university or college police officers by such municipal or city police department, rather than the Department of Public Safety, upon complying with the requirements and regulations as may be prescribed by said municipal or city police department for the commissioning of special officers. Such commissions issued by a municipal or city police department shall confer upon such campus police officers all rights and privileges as are enumerated in this Section with respect to officers commissioned through and by the Department of Public Safety; provided, however, that such officers shall not be entitled to supplemental pay for municipal police officers.

F. Notwithstanding any provision of this Section to the contrary, on July, 1991 and thereafter, no person shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as otherwise provided in Subsection E of this Section until there has been a determination made by the commissioning authority that the particular public or private college or university name the police officers is in compliance with the provisions of R.S. 17:3351 (C), or, in the case of a private college or university, is in compliance with substantially similar requirements adopted by the particular institution, relative to reporting certain statistics on reported criminal offenses, adopting certain written security policies and procedures, and publishing certain such policies and procedures.

G. Each person who is employed as a full-time college or university police officer may carry a concealed handgun, whether in uniform or not and whether on or off duty, provided the person meets the requirements for college and university police officers set forth in this Section and is certified by the Council on Peace Officers Standards and Training.

(Acts 1968, No. 529, §§1, 2; Acts 1974, No. 269, §1; Acts 1978, No. 754, §1; Acts 1979, No. 594, §1; Acts 1981, No. 874, §1; Acts 1984, No. 478, §1; Acts 1990, No. 916, §1,
Co-ordination of law enforcement efforts with other agencies

South Louisiana Community College maintains Memoranda of Understanding and operational agreements with local, parish, and state law enforcement agencies. The SLCC Public Safety Department will investigate all criminal activity and incidents committed on SLCC property. In the event of an emergency or crisis on campus that poses an immediate threat to the health or safety of SLCC’s students, faculty, staff, or visitors, the college will call upon the Lafayette City Police Department as the primary agency to assist in handling major crimes/incidents occurring on SLCC Lafayette campus property. The Louisiana State Police will give additional forensics and investigative support in handling suspicious persons and major incidents. The Lafayette Parish Sheriff’s Office will provide extra assistance as needed. LPD, as the primary assisting law enforcement agency may coordinate with other assisting law enforcement agencies and emergency responders, and designate operational responsibility as needed to assist in managing the incident or emergency.

This interagency Operations and Protocol Agreement (MOU) between most parties clarifies agency jurisdiction and the collaborative roles and responsibilities of each agency as required by the Higher Education Act (HEA), amended July 2010. All other campuses located in the surrounding parishes have a MOU with their perspective local law enforcement agencies these agencies include: Evangeline Parish Sheriff’s Office, Opelousas Police Department, Crowley Police Department, Abbeville Police Department, Franklin Police Department, Iberia Parish Sheriff’s Office, and St. Martinville Police Department.

Campus Security Authorities (CSA)

The Clery Act (and its accompanying guidance from the Department of Education) considers certain personnel members at colleges and universities to be Campus Security Authorities (CSA). In addition to all members of an institution’s campus police/security department, Campus Security Authorities also include:

1) Any individual or individuals who have responsibility for campus security but who are not part of the campus police department or campus security department (e.g., an individual who is responsible for monitoring the entrance into college/university property).

2) Any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.

3) An official of an institution who has significant responsibility for student and campus activities, including (but not limited to) student housing, student discipline, and campus judicial proceedings.
An *official* is further defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution. Examples of CSAs include (but are not limited to) the Dean of Students, Athletics team coaches, and faculty/staff advisors of student clubs/organizations. Pastoral counselors and professional counselors functioning within the scope of those roles are not considered to be CSAs. A listing of individuals SLCC identifies as its Campus Security Authorities is maintained by the College’s Department of Public Safety.

**Encouragement of Prompt Reporting**

It is the policy of South Louisiana Community College that *all* crimes be promptly reported to campus police, campus security authorities, and/or other law enforcement agencies as appropriate. SLCC’s All-Hazards Emergency Response Plan provides information to aid in the rapid and accurate reporting of various incidents, such as important details to report and the location of all on-campus emergency phones. Additionally, this policy is reflected in the statements posted on various informational materials (including this document’s section on *Reporting Crime or Emergencies*, below) which encourage faculty, staff, and students to immediately report all suspicious activity to campus police.

**Reporting Crime or Emergencies**

Anyone who is involved in an emergency situation, is the victim of a crime, or witnesses any criminal activity while on SLCC’s campus should notify SLCC’s Department of Public Safety as soon as possible by dialing (337) 521-8914 (8914 from any campus line), or using any of the following campus emergency phones. Students and employees, may send an email reporting a crime or incident to the Police Department’s email address at: slccpolice@solace.edu. Note: this is for non-emergency crimes or incidents or anonymous reports.

- **Solar-Powered/hard wired Outdoor Call Stations**, with blue lights, located throughout the campus grounds and parking lots.

Students can also personally notify any uniformed SLCC police officer patrolling or uniformed security personnel on-campus, or any of the individuals SLCC has designated as a Campus Security Authority (CSA) as defined under the Jeanne Clery Act. Off-campus crimes may be reported to their local law enforcement agencies listed above, for each campus location, these law enforcement agencies can be reached by dialing 911.

Crimes should be reported promptly to South Louisiana Community College to ensure inclusion in annual crime statistics and to aid in providing timely warnings to the community when appropriate. Reports of crimes made to non-law-enforcement CSAs are forwarded to SLCC’s Department of Public Safety for appropriate action. Individuals who wish to file a report of criminal activity should note that while SLCC’s Department of Public Safety accepts reports made anonymously, SLCC Police are legally bound to investigate and take appropriate enforcement action on any criminal activity reported. Additionally, since all police reports are public records under state law, SLCC’s Department of Public Safety cannot hold reports of crime in confidence.
GENERAL EMERGENCY EVACUATION PROCEDURES

South Louisiana Community College’s *Emergency Response Guidelines* provides detailed information on the college’s procedures in responding to various emergencies and incidents; a printed copy of the plan is available in each SLCC classroom and office. The following is an overview of the procedures utilized for emergencies and situations that may present an immediate threat to the health or safety of students, faculty, staff, and visitors on campus. Emergency procedures and guidelines may be accessed by the following link:

[www.solacc.edu](http://www.solacc.edu)

**Initial Reporting**

The Office of Facilities and the Office of Public Safety actively monitor the campus for hazardous situations, as well as naturally-occurring conditions that can develop into emergencies, such as severe weather. Additionally, students, faculty, and staff are encouraged to report emergencies to SLCC’s Office of Public Safety. Once a dangerous condition has been reported, police officers and/or personnel from SLCC’s Office of Public Safety will immediately verify and evaluate the hazard, and report this information to the Chancellor of SLCC (for this section, the term “Chancellor” includes any appointed designee or authorized administrator, as in instances when the Chancellor is absent).

**Determination of Notification**

Taking into account the safety of the college community, SLCC’s Chancellor will, without delay, take the following actions:

1. Use the information reported to determine if the emergency is of significance to require notification to the campus and college community,

2. Determine the content of any such notification and who should be notified.

3. Authorize the activation of the institution’s emergency notification systems and dissemination of the notification via those systems.

4. In the event of immediate or imminent physical injury or the potential of serious injury the Chief of the Public Safety Department may send emergency notifications or timely warnings which will aid in the safety and protection of any student or employee.

The Chancellor may decline to take any action or disseminate any information that, in his/her professional judgment, would compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.
Dissemination of Information

In keeping with its tradition of maintaining pace with current evolutions in technology, the college utilizes the following means to notify students, faculty, staff, and visitors of emergency situations:

- FirstCall emergency notification system
- campus EMail
- SLCC webpage postings

Evacuation

SLCC’s Office of Public Safety has primary responsibility for evacuating the campus facilities and grounds. SLCC’s Department of Public Safety, Office of Facility Services and the designated Safety Captains of each building provide assistance with the transportation of disabled personnel and any other evacuation procedures as necessary.

SLCC’s Crisis Communication Team

The South Louisiana Community College Crisis Communication Team is the group charged with executing the college’s emergency response and evacuation procedures in the event of an emergency on campus. The Team is led by the college’s Chancellor and includes the following personnel:

- Chancellor
- Vice Chancellor of Academic Affairs
- Vice Chancellor of Administration and Finance/Audits
- Chief of Police
- Chief of Facilities/Physical Plant
- Executive Director of Performing Arts and Public Relations

Distribution of Information to the Public

Taking into account the safety of the general community, efforts to assist victims, and actions in progress to respond to an emergency, the Chancellor may direct SLCC’s Office of Public Relations to provide information to various local and regional news/media outlets as necessary to assist in the safety and security of the general community at large.

Testing Procedures

SLCC’s Crisis Communications Team and/or the Department of Public Safety conducts table-top drills and emergency plan reviews on a continual basis year-round. The resulting refinement of operational principles and procedures are then utilized in actual physical tests involving the campus’ buildings, with each building being tested once a year. Tests of traffic evacuation procedures are periodically scheduled by implementing the procedures to divert traffic away from campus during high-attendance periods/events.

The details (dates, times, exercise parameters/conditions, etc.) and results of SLCC’s tests and
procedural reviews are available to the general public; they can be obtained by contacting the Office of Public Safety.

Safety Policies

South Louisiana Community College makes every effort to ensure that the campus facilities, buildings, and grounds are designed and maintained in such a way as to promote safety and reduce criminal opportunity. Particular attention is paid to landscaping and exterior lighting.

Use and Security of College Facilities

With the exception of events open to the general public and advertised as such, SLCC’s facilities and programs are generally reserved for accomplishing the objectives and programs of the College. As an institution of higher education funded by the State of Louisiana, SLCC is considered public property – however, access is reserved for those who have legitimate business with the college (students, faculty/staff, authorized visitors, etc.) and who have not been restricted from campus (e.g., recipients of disciplinary suspensions). Visitors and groups not affiliated with SLCC seeking to utilize college facilities are expected to make prior arrangements with the appropriate office. Authorization to use SLCC facilities is determined by current College regulations.

During normal operating hours, campus buildings are available to the public. Security-sensitive and non-public areas (such as some offices) may have access restricted to authorized personnel even during normal operating hours. After business hours, when college offices are closed but weekend/evening classes are being held, certain areas within buildings become locked, requiring personnel to have the proper identification for entry. When the college is closed for the night and during holidays, all campus buildings are locked. SLCC Police and Facilities personnel have full access to campus facilities during both regular and non-business hours for security and maintenance purposes. Both departments’ personnel wear uniforms clearly identifying them as SLCC college employees. SLCC currently does not have dormitories or residential facilities for students either on- or off-campus.

Academic and Administrative Buildings

Academic and administrative buildings are secured by Department of Public Safety personnel. Hours of security may vary from building to building, depending upon use. These buildings contain fire safety equipment that includes smoke detectors and/or heat sensors that activate the central fire alarm system.

Weapons Policy

The use of weapons by SLCC’s Department of Public Safety is governed by state law and departmental regulation. LRS 14:95.2 prohibits the possession or use of a dangerous weapon by students, employees, or visitors while on campus.
Sales or Use of Illegal Drugs

South Louisiana Community College complies with all federal and state laws which prohibit the use, possession, and sale of illegal drugs. SLCC is a drug-free zone under Louisiana law and will not shield any student, employee, or visitor from action by civil authorities.

Sales or Use of Alcoholic Beverages

South Louisiana Community College complies with all federal and state laws which regulate the sale and use of alcohol. The college neither condones nor shields from prosecution any individual found in violation of Louisiana Alcoholic Beverage Control laws. LRS 14:93.11 prohibits the purchase, possession or consumption of alcoholic beverages by those less than 21 years of age.

Timely Warnings

It is the policy of SLCC and its Department of Public Safety to keep the campus community informed of serious incidents. Working in conjunction with other college departments, the Department of Public Safety will issue Safety Bulletins in a timely manner to the campus community about crimes in and around the campus. When the department receives information that a violent crime against a person or a serious threat to property has occurred or is imminent, a Safety Bulletin will be sent out via EMail and the campus' FirstCall Emergency Notification System. A Crime Alert will also be posted to the SLCC Department of Public Safety Website. The Safety Bulletin and Crime Alert will contain the following information:

- Type of incident.
- Time of the incident.
- Location of the incident.
- Description of the suspect(s).
- Summary of the incident.
- If possible, information that could help avoid a similar incident.

If a crime or serious incident is reported to a non-police campus administrator, that administrator should notify the SLCC Department of Public Safety of the incident. Working with the reporting administrator and other campus officials, the Department of Public Safety will decide whether or not to issue a Safety Bulletin and/or Crime Alert.

Safety Programs

SLCC uses a variety of means to inform students and employees about campus security, crime prevention, and personal safety principles applicable on- or off-campus. The college and/or the Department of Public Safety may conduct safety events semi-annually on a relevant topic (e.g., safeguarding identity, physical defense tactics, etc.). Additionally, various college brochures and publications such as this one include campus crime prevention and safety information. Students
and employees may report to the Department of Public Safety for individual personal safety issues and advice. Finally, SLCC may post information on its social media outlets that addresses present issues of campus safety, based on current events and/or situations at other colleges and universities.

**Lighting**

A group of administrators, police officers, and Facility Services personnel examines the campus on a daily basis to ensure adequate lighting. SLCC’s Public Safety Department assesses any areas requiring lighting repairs and/or additional illumination, and submits these items to the appropriate department.

**Campus Call Boxes**

SLCC has Emergency Call Boxes located throughout the campus grounds and parking areas. These call boxes are designed for emergency use only; they are connected directly to Acadiana Plus Alarm Service and are monitored 24-7. Activate a call box and receive an immediate response from the alarm service which individuals need only to push the call button. State the nature of the emergency to the alarm service and the appropriate emergency services will be dispatched the location of the call box. During college business hours, the Department of Public Safety will be dispatched.

**Sexual Assault Policy**

On college campuses, acquaintance and date rape are more apt to occur than rape by strangers. Research indicates that as much as 20 percent of a college’s female population may at some time be sexually coerced by acquaintances. While some students may not consider forced sexual relations as rape, such action constitutes a serious crime and is clearly defined as a felony under LRS14:42.

*If You Are the Victim of Sexual Assault*

Contact a friend to help you collect your thoughts and focus on your needs. If the assault occurred on campus, call the SLCC Department of Public Safety at 521-8914. If the assault occurred off campus, dial 911 for the Lafayette Police Department or Lafayette Parish Sheriff’s Department. If the assault occurred at any other of SLCC’s campuses, report the assault through the 911 system to the local law enforcement agency, or call the Stop Rape Crisis Center from any location at 337-233-7273.

**Medical Care**

Quickly obtain medical care from a hospital emergency room. Do not bathe shower, douche, or change clothes before seeking medical attention. The treatment for rape may require an examination at a designated hospital, test(s) for sexually transmitted diseases, medication to prevent pregnancy, and the documentation of evidence so you can decide whether to pursue prosecution.
Assisting with the Investigation

It is a personal decision regarding whether to report a rape or sexual assault to police, but you are strongly encouraged to do so...reporting such crimes can help prevent it from happening again to you or others. The primary concern of the police is your safety and well-being; their second and third concerns are apprehending the assailant and preserving the evidence of the crime.

Counseling

Whether or not you report the assault or pursue prosecution, you should consult a trained counselor for help in dealing with the emotional aftermath of a rape. Trained counselors are available at Rape Crises of Acadiana. Talking with a counselor or psychologist in no way compels a victim to take further legal action. SLCC does not have any specific measures for encouraging professional/pastoral counselors, if and when they deem it appropriate, to inform individuals being counseled of procedures to report crimes on a voluntary, confidential basis for inclusion in annual crime statistics. While SLCC’s Department of Public Safety accepts reports made anonymously, SLCC Police are legally bound to investigate and take appropriate enforcement action on any criminal activity reported. Additionally, since all police reports are public records under state law, SLCC’s Department of Public Safety cannot hold reports of crime in confidence.

Campus Judicial System

A victim may choose to pursue action through the campus judicial system if the assault was committed by another student. The Vice-Chancellor of Student Affairs is available to advise victims of their rights under the Code of Student Conduct. Even if you choose not to pursue disciplinary action, you are encouraged to report your experience to the Vice-Chancellor of Student Affairs.

In any campus disciplinary action, the accuser and the accused are entitled to the same opportunities to have others present during the proceedings. Both the accuser and the accused shall be informed of the outcome of any campus disciplinary proceeding alleging a sexual assault.

Programs and Resources for Students

The Vice-Chancellor of Student Affairs is available to help victims identify their options following an assault and to notify the proper law enforcement authorities, including campus police. In all situations involving sexual assault or rape, victims are encouraged to report the incident and seek further assistance.
Sex Offender Statement


Any person required to register under a state sex offender registration program must notify the state regarding whether he/she is enrolled or works at an institution of higher education; identify each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student; and alert the state of any change in enrollment or employment status. CSCPA is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, such institutions; it requires state law enforcement agencies to provide South Louisiana Community College with a list of registered sex offenders who have indicated that they are enrolled, employed, or carrying on a vocation at the college.

The Louisiana State Police maintains the Louisiana Sex Offender and Child Predator Registry (SOCPR) for the State of Louisiana, and is responsible for the enforcement of the applicable sections of law cited above. Information about any such registered individual affiliated with South Louisiana Community College may be found at the public SOCPR website:

www.lasocpr.lsp.org/socpr.

In addition to the amendments previously mentioned, the CSCPA also amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in FERPA can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

For More Information or Assistance, Please Contact:

SLCC EMERGENCY (337) 521-8914 or 911 / on campus dial 8914

SLCC Public Safety Department (337) 521-8914

For More Information or Assistance, Please Contact:
Advising Counseling & Career Services (337) 521-8988
Vice Chancellor of Student Affairs (337) 521-8951
Acadiana Rape Crisis Center (337) 233-7273
Lafayette Police Department non-emergency (337) 291-8600
Lafayette Parish Sheriff's Department non-emergency(337) 232-9211
Emergency Calls 911
Other campus areas dial 911
CRIME STATISTICS

The SLCC Department of Public Safety complies with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Campus crime, arrest, and referral statistics include those incidents reported to the SLCC Department of Public Safety, designated campus officials, and local law enforcement agencies. These statistics may also include crimes that have occurred in private residences or businesses, and is not required by law.

The Lafayette Police Department, Lafayette Parish Sheriff’s Department, Evangeline Parish Sheriff’s Office, Opelousas Police Department, Crowley Police Department, Abbeville Police Department, Franklin Police Department, Iberia Parish Sheriff’s Department, and St. Martinville Police Department assists SLCC Police as necessary with crimes that occur within the geographical confines of SLCC’s campuses. However, within the Public Property reporting category, crimes occurring in locations that are adjacent to or easily accessible from the campus fall under the direct jurisdiction of each of the law enforcement agencies listed above.

Because of the reporting standards utilized by that agency, the statistics for those areas cover geographical patrol zones and subzones which are far larger than the adjacent-area standard required by the Clery Act. For details on crimes occurring within those non-campus areas, please review the websites of the agencies listed and review their Crime Statistics for their individual jurisdictions.

SLCC currently does not have dormitories or residential facilities for students either on- or off-campus. The SLCC Department of Public Safety currently reports crime statistics to the U.S. Department of Education, and continual efforts are made to inform the SLCC community of matters that affect their personal safety and well-being – South Louisiana Community College believes that an informed public is a safer public. For more information on the SLCC Department of Public Safety, please visit our website at www.solacc.edu or call us at (337) 521-8914.

The following SLCC statistics are provided for your information, in compliance with the 1998 provisions of the Student Right-To-Know and Campus Security Act (Jeanne Clery Act). An attempt has been made with each law enforcement agency within SLCC campus jurisdiction to respond to a request for the required crime statistics. However, some agencies did not reply to the request for this information.
Crime Statistics
Ville Platte Campus

Selected Crimes

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</table>

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## Crime Statistics

### Lafayette Campus

### Selected Crimes

<table>
<thead>
<tr>
<th>Crime</th>
<th>2009</th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
</tr>
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<tbody>
<tr>
<td>Murder/ Non-negligent manslaughter</td>
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<tr>
<td>Sex Offenses – Forcible</td>
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<tr>
<td>Sex Offenses – Non-Forcible</td>
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<tr>
<td>Aggravated Assault</td>
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</tr>
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<td>Burglary</td>
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<td>Hate-Base Crimes</td>
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### Calendar Year

(>January 1-December 31<)

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### Crime Statistics

**Abbeville (Gulf) Campus**

#### Selected Crimes

<table>
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<tr>
<th>Crime</th>
<th>2009</th>
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<th>2011</th>
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<th>2013</th>
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<tbody>
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<tr>
<td>Sex Offenses – Forcible</td>
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<tr>
<td>Sex Offenses – Non-Forcible</td>
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<tr>
<td>Hate-Base Crimes</td>
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</table>

#### Calendar Year

(January 1-December 31)

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Crime Statistics
Acadiana Regional Airport Site

**Selected Crimes**

<table>
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<th>Crime</th>
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<th>2011</th>
<th>2012</th>
<th>2013</th>
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</table>

The Clery Act requires higher education institutions to collect and post Campus Crime Statistics. Statistics noted above represent actual reporting to the United States Department of Education. Note: These statistics are for on campus incidents only. They do not reflect occurrences at locations considered non-campus or public property. Non-campus locations are defined as any building or property owned or controlled by the school that is not within the same reasonable contiguous area, is used in direct support of or in relation to the school’s educational purpose and is frequently used by the students. Public property includes thoroughfares, streets, sidewalks, and parking facilities within the same campus or immediately adjacent to and easily accessible from the campus.
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## Crime Statistics

**Franklin Campus Site**

### Selected Crimes

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<tr>
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<tr>
<td>Sex Offenses – Non-Forcible</td>
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</tr>
<tr>
<td>Robbery</td>
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<tr>
<td>Hate-Base Crimes</td>
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<tr>
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</table>

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## Crime Statistics

### New Iberia Campus

#### Selected Crimes

<table>
<thead>
<tr>
<th>Crime</th>
<th>2009</th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder/ Non-negligent manslaughter</td>
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<td>Sex Offenses – Forcible</td>
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<tr>
<td>Sex Offenses – Non-Forcible</td>
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## Crime Statistics
### Opelousas Campus

#### Selected Crimes

<table>
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<th>2011</th>
<th>2012</th>
<th>2013</th>
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</thead>
<tbody>
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<tr>
<td>Sex Offenses – Non-Forcible</td>
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<td>0</td>
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</tr>
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</tr>
<tr>
<td>Hate-Base Crimes</td>
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</tr>
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</table>

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Crime Statistics
St. Martinville Campus

Selected Crimes

<table>
<thead>
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<th>2009</th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
</tr>
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<tr>
<td>Sex Offenses – Forcible</td>
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</tr>
<tr>
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<td>0</td>
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</tr>
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<tr>
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</table>

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## Crime Statistics

### New Iberia (Teche) Campus

**Selected Crimes**

<table>
<thead>
<tr>
<th>Crime</th>
<th>2009</th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
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<td>Murder/ Non-negligent manslaughter</td>
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<tr>
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Drug and Alcohol Awareness

Substance Abuse Policy

This information is provided pursuant to the Student-Right-To-Know Act. The mission of South Louisiana Community College is to identify and meet the educational and workforce needs of our community through innovative, accessible, and dynamic programs. In order to comply with the mission of our campus, the illegal use of drugs or alcohol by any member of the South Louisiana Community College is prohibited. Louisiana law prohibits the consumption, possession, distribution, possession with intent to distribute, or manufacture of drugs described as dangerous controlled substances in the Louisiana Revised Statute 40:964, as well as the illegal possession and/or consumption of alcohol.

Counseling and support services may be available at SLCC’s Office of Advising and Counseling, located within the Center for Academic Success, for all full-time and part-time students who are experiencing alcohol and other drug problems. Students who have substance abuse problems which require in-patient or specialized out-patient drug treatment are also encouraged to visit a Counseling service.

Conduct Prohibited by the College

Students and employees are responsible for knowing and abiding by the provisions of Louisiana and federal law that make it a crime to possess, consume, possess with intent to distribute, dispense, or manufacture drugs, including alcohol, except as provided for by law. Any member of the campus community who violated state or federal law, either on property owned or controlled by SLCC, or at such other locations in the community which affect the community college interest as an academic institution, shall be considered in violation of SLCC policy. The College will take disciplinary action against any student, faculty member, unclassified staff, classified staff, or community college employee whose alleged criminal conduct is deemed by responsible authority to affect the community college’s interest as an academic community. Students are encouraged to consult their SLCC College Counselors for additional information.

Campus Safety

Emergency Communications

In the event of an emergency, SLCC will communicate vital information as quickly and efficiently as possible in a manner to provide the greatest safety for the college community. One or more of the following communication tools will be used to notify students, faculty, and staff:

1. Website notices posted on SLCC’s home page; first call notification system: employee/student email system.
Additionally, SLCC has incorporated the use of FirstCall, an electronic notification system, to provide free emergency notifications. This service is optional and offers communication through a variety of means – text messages sent to mobile communication devices, phone calls, and messages sent to school/personal EMail accounts – to inform students, faculty, and staff in the event of a crisis situation. Everyone is encouraged to sign up at:

https://alertregistration.com/SLCC/faculty/

**Emergency Preparedness Plan**

SLCC has an extensive Emergency Preparedness Plan in place that includes procedures to ensure an immediate response to crisis situations. An Emergency Preparedness Plan is posted in every building and every classroom at South Louisiana Community College. All crisis communication equipment is tested and evaluated on a regular basis. Emergency Preparedness Guidelines are posted on-line as previously indicated. Additionally, Emergency Plans, Evacuation Routes and Emergency Guidelines are posted on the SLCC Website at www.so:acc.edu.

**Campus Safety Zones**

Campus Safety Zones are listed in the Emergency Procedures and Guidelines posted at each campus.

**Important Safety Tips**

Crime prevention means being aware of your environment and remaining alert to situations that could make you vulnerable to crime. It is impossible to list specific measures that will protect you from every threatening situation that may arise. Instead, we hope to teach you how to think "crime prevention" in day-to-day living. The suggestions presented should not be thought of as a list of crime prevention measures, but as examples and common-sense principles that will help you to make life safer and more secure.

*IF ANYTHING MAKES YOU “LOOK TWICE” OR FEEL UNCOMFORTABLE, CALL THE POLICE. REPORT ANY UNUSUAL OR SUSPICIOUS ACTIVITY IMMEDIATELY.*

**Protect Yourself**

*Do not give your name, address, or phone number to strangers.* If you have your name published in the local telephone directory, use only initials and do not list your address. *At night, travel in frequently-used and well-lit areas.* Avoid taking “shortcuts” that you may not be as familiar with or that may take you out of frequently-traveled areas. *Walk facing traffic whenever possible.* This increases awareness of potential traffic hazards and also reduces the possibility of being followed by someone in a vehicle. Avoid walking by the curb, near buildings, or close to shrubbery. *Walk in the middle of the sidewalk with confidence.* *If you feel threatened or suspect that you are being followed, walk toward lighted areas where there are people.* Look over your shoulder
frequently - this lets the follower know that you are aware of both his presence and your surroundings.

**Protect Your Car**

*Keep your car in good working order and the gas tank at least half full. When riding in a car, keep the doors locked. Do not park in isolated, dark places if these areas can be avoided. Park where the car will be well-illuminated, and if possible, where people will also be about. Lock your car and take the keys with you. Many car burglaries and car thefts occur because the owner did not take the time to secure the car. Don't make your vehicle a target of opportunity by leaving it unlocked.*

*Do not leave valuable items unattended in your car.* Place expensive items such as cameras, packages, and even textbooks out of sight in the locked trunk. *Upon returning to your car, have your keys ready as you approach your vehicle.* Check the back and front seats to make sure that the car is empty before you get in.

**Protect Yourself While Driving**

*If you get a flat, drive carefully on it until you reach a safe, well-lit, and well-traveled area. If your car breaks down, put the hood up and the hazard lights on...stay inside the car with the doors locked.* Use flares as roadside markers if you have them and it is safe to deploy them. If someone stops to help, don't get out of your car. Roll down the window slightly and ask the person to contact the police or a tow service. *Never stop to assist a stranger whose car has broken down.* Instead, call the police for help. *Exercise extra caution when using underground and enclosed parking areas.* Try not to enter alone.

*If you are being followed, don't drive home.* Go to the nearest police or fire station and honk your horn. If that is not possible, drive to an open gas station or other business where you can safely contact the police. Don't leave your car unless you are certain you can make it inside the building safely. If possible, try to obtain the license plate number and the description of the vehicle following you.

**Protect Yourself in Public Areas**

*Do not leave personal property unattended* in public areas such as the library and classrooms...not even "just for a minute." *Do not carry more cash than you need.* Avoid "flashing" your cash in public. *Avoid carrying both your identification cards and checks in your wallet.* Keep them separate: I.D.s in your wallet in one pocket and your checkbook in another pocket. Do not write your PIN number down – this helps prevent a thief from gaining access to that number if you do lose your checkbook or bankcard.

*Carry your purse or your backpack close to your body, and keep a tight grip on it.*

*Mark items* that you normally take to class, such as textbooks, backpacks, and calculator, with either your name or school ID number. *Keep a list of your credit cards, identification cards, and checking account numbers.* If they are stolen or lost, you will have a list of numbers to provide to
the police. Remember that you must contact not only the police, but also all of the credit card companies and banks with which you do business. Make these notifications immediately.

*Keep and maintain a working cellular telephone...* it is an excellent way to remain in touch and summon help in an emergency.

**Personal Security at the Office**

1. Never leave your purse, backpack, or briefcase in plain view.
2. Personal property should be marked with your driver's license number.
3. Don't leave cash or valuables at the office.
4. If you work alone or before/after normal business hours, keep the office door locked.
5. If you work late, try to find another worker or call for a security escort when exiting the building.
6. Be alert for pickpockets on crowded elevators.
7. Be aware of escape routes for emergencies, and post phone numbers of the campus police near telephones.
8. Be extra careful in stairwells and restrooms.
9. In an elevator, stand near the controls and locate the emergency button.
10. If you are assaulted while in an elevator, hit the emergency or alarm button and press as many floor buttons as possible.

**If You are Attacked**

1. Keep your head.
2. Stay as calm as possible, think rationally, and evaluate your resources and options.
3. It may be more advisable to submit than to resist and risk severe injury or death. You will have to make the appropriate decision based on the circumstances. *Be especially careful if your attacker has a weapon.*
4. Continue to assess the situation as it develops.
5. If one strategy doesn't work, try another.
6. Possible options in addition to nonresistance include negotiating, stalling for time, distracting the assailant and fleeing to a safe place, verbal assertiveness, screaming to attract attention, and physical resistance.
7. Stay alert and observant so that you can better describe your attacker(s) and the assault to the police.

**After an Attack**

1. Go to a safe place and call the police.
2. The sooner you make the report, the greater the chances the attacker will be caught.
3. Do not destroy any clothing you were wearing at the time of the assault.
4. Do not disturb anything in the area where the assault took place.
5. Write down a description of the attacker and the circumstances of the assault. Police will need all the information they can get about the assailant.
Know How to Call for Help

The following guidelines apply to emergency conditions on campus. It is not possible to establish procedures for every type of emergency, but these guidelines cover many emergency or hazardous situations. Please review them frequently so that you will be prepared in an emergency.

**FIRE ALARMS** - *If you hear a fire alarm, you must leave the building immediately.* In multi-story buildings, do not use the elevator; exit via the stairway. Cooperate with all staff members and other authorities. Do not reenter the building until you are given permission to do so by a police officer, fire fighter, or staff member.

• **BOMB THREATS** - Notify the police at once if you receive a bomb threat. Try to be as specific as possible when relaying what the caller said.

• **MEDICAL EMERGENCIES** - For any situation requiring emergency medical assistance on campus, call 521-8914 or 911.

• **MOTOR VEHICLE ACCIDENTS** - State statutes require that the police be notified of any motor vehicle accident resulting in personal injury or property damage in excess of $500.00. Accidents on campus should be reported to the SLCC Police Department at 521-8914.
SEXUAL HARASSMENT POLICY STATEMENT

Sexual Harassment is a form of sex discrimination that is illegal under Title VII of the Civil Rights Act of 1964 for employees.

Sexual Harassment may be unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of sexual nature whereby:

♦ Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment;
♦ Submission to or rejection of such conduct by an individual is used as a basis for decisions affecting the individual; or
♦ Such conduct has the purpose or effect of substantially interfering with an individual’s performance or creating an intimidating, hostile or demeaning environment. No employee – either male or female – should be subjected to unsolicited sexual overtures or conduct, either verbal or physical.

The ethical obligation of SLCC is to provide an environment that is free from sexual harassment. Employees may report cases of alleged harassment to the Human Resources Coordinator and/or file a grievance with the same.

LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM HUMAN RESOURCES POLICY REGARDING HARASSMENT

Approved by the Board of Supervisors on June 13, 2001

Harassment, including sexual harassment, is prohibited by the Equal Employment Opportunity Commission, the Office for Civil Rights and state regulations (R.S. 23:301, 312, 332), and therefore, it is the policy of LCTCS that unlawful harassment of employees and students is prohibited.

Harassment is physical, verbal and visual conduct that creates an intimidating, offensive, or hostile environment, which interferes with work performance. This includes harassment because of race, sex, sexual orientation, religious creed, color, national origin, ancestry, disability or medical condition, age, or any other basis protected by federal, state or local law, ordinance or regulation.

Sexual harassment is defined by the Equal Employment Opportunity Commission as:

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature... when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment, (2) submission or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or (3) such conduct has the purpose and effect of unreasonably interfering with an individual’s work performance or creating an intimidating, hostile or offensive working environment.

LCTCS applies this definition to the areas of academic advancement, academic standing or academic performance.
Workplace harassment infringes on employees' right to a comfortable work environment, and it is a form of misconduct that undermines the integrity of the employment relationship. No employee – male or female – should be subjected to unsolicited and unwelcome overtures or conduct, either verbally, visually, physically or electronically transmitted. Although this list is not all-inclusive, examples of conduct that is prohibited includes:

* Taking any personnel action on the basis of an employee’s submission to or refusal of sexual overtures
* Unwelcome or unwanted conversations
* Unwelcome or unwanted touching
* Continued or repeated verbal abuse of a sexual nature
  * Explicit or degrading verbal comments, suggestions, or slurs about another individual or his/her appearance
  * Offensive comments regarding sexual or private matters
  * Display of sexually suggestive pictures, objects
  * Offensive jokes
  * Verbal abuse, comments, names or slurs that in any way relate to an individual’s race, color, sex, sexual orientation, age, religion, national origin or disability
  * Any other offensive or abusive physical, visual or verbal conduct

This policy applies to all members of the LCTCS Board of Supervisors, unclassified employees, students, supervisors, managers, faculty, vendors, and all other individuals doing business with LCTCS. It is the policy of LCTCS that no member of the LCTCS community may harass another. This includes harassment of an employee by another employee, of a student by an employee, of an employee by a student, of a student by another student. Additionally, under appropriate circumstances, LCTCS may take action to protect its employees and students from harassment, on LCTCS property or at LCTCS-sponsored events, by individuals who are not students or employees of LCTCS.

A complaint of harassment should be presented as promptly as possible after the alleged harassment occurs. Any employee who believes he/she is the subject of harassment or who has knowledge of harassing behavior must report such conduct to their direct supervisor, and the institution's human resource department. All institutions are required to develop a system of recording all formal written complaints to be submitted and kept on file in the institution Chancellor's office and in the office of the system president for the LCTCS system office staff. Any student who believes he/she is the subject of harassment or who has knowledge of harassing behavior must report such conduct to student affairs personnel. He/she also may submit a complaint to the institution's Chancellor. No student or employee is required to report or make a complaint of harassment to the person who is allegedly engaging in the problematic conduct.

In the event that an individual feels uncomfortable making a complaint at the institution level, such complaint may be made at the system level with the LCTCS Director of Human Resources (225-219-8700), Louisiana Community and Technical College System, 822 Neosho Avenue, Baton Rouge, Louisiana 70802. Each campus is required to provide to employees and students a copy of this policy and post a poster with contact list identifying individual names, titles, physical location and telephone number where complaints may be filed.
Complaints of harassment will be investigated promptly and in as impartial and confidential a manner as possible. A member of human resources will conduct investigations, unless otherwise deemed necessary, in order to assure an impartial and confidential investigation. LCTCS will not tolerate any type of discipline or retaliation, direct or indirect, against any employee or other person who, in good faith, files a complaint of or responds to questions in regard to having witnessed prohibited harassment. False charges are treated as serious offenses and may result in disciplinary and/or civil action.

Any employee or member of management who is found, after appropriate investigation, to have engaged in harassing conduct is subject to appropriate disciplinary action up to and including termination of employment and/or student standing per the institution’s policies in place governing students.
LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM
Policy # 6.011

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