

Encouragement of Accurate and Prompt Crime Reporting

General Procedures for Reporting a Crime or Emergency

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents to NDNU Public Safety Department in a timely manner. This publication focuses on NDNU Public Safety because it patrols the NDNU campus.

To report a crime or an emergency to the NDNU campus, call Public Safety at extension 3502 or, from outside the university phone system, 650-508-3502. To report a non-emergency security or public safety related matter, call NDNU Public Safety at 650-508-3502 or cell 650-504-0656 or 650-740-1483.

NDNU Public Safety Officers are available at these respective telephone numbers 24 hours a day to answer your call. In response to a call, Public Safety will take the required action.

All NDNU Public Safety incident reports are forwarded to the Dean of Students for review and potential action by the Office of Student Development and Standards. NDNU Public Safety Officer will investigate a report when it is deemed appropriate. Additional information obtained via the investigation will also be forwarded to the Office of Student Development and Standards.

If assistance is required from the Belmont Police Department, NDNU Public Safety will contact the appropriate unit. If a sexual assault or rape should occur, staff on the scene, including NDNU Public Safety, will offer the victim a wide variety of services.

Public Safety has publications that contain information about on-campus and off campus resources. That information is made available to provide NDNU community members with specific information about the resources that are available in the event that they become the victim of a crime. The information about “resources” is not provided to infer that those resources are “reporting entities” for NDNU.

Crimes should be reported to the NDNU Public Safety Department to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. For example, a crime that was reported only to the San Mateo Rape Crisis Center would not be included in the NDNU crime statistics.