

Violence Prevention

1.0 Policy

It is the policy of Caltech to provide a safe and secure environment for all members of the Caltech community and to prohibit all forms of violence on its premises or in any of its programs or activities. Caltech promotes measures aimed at reducing incidents of violence and the management of situations that may lead to violence. All members of the Caltech community shall cooperate to maintain a safe environment and shall comply with this policy.

2.0 Scope

2.1 Prohibited Conduct

Caltech does not tolerate violence, threats of violence, child abuse, child neglect, or stalking on any Institute premises or in any Institute activity or program. All weapons are banned from Institute premises and at Institute activities and programs as set forth below.

2.2 Definitions

Acts of violence include any physical action, whether intentional or reckless, that harms or threatens the safety of another individual at Caltech.

A threat of violence includes any behavior that by its very nature could be interpreted by a reasonable person as intent to cause physical harm to another individual.

Child abuse includes sexual or emotional abuse of a child, and physical injury inflicted on a child by another person, excluding injuries caused by accidental means.

Child neglect includes negligent treatment which threatens the child's health or welfare.

Stalking is a course of conduct directed at an individual that would cause a reasonable person to fear for his or safety or the safety of others, or suffer substantial emotional distress. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person or interferes with the person's property. Reasonable person means a reasonable person under similar⁴ circumstances and with similar identities to the victim. Stalking that is sex or gender-based should be reported and will be handled pursuant to the Gender-Based Misconduct policy and applicable procedures. Stalking that is not sex or gender-based is covered by this policy.

Weapon is defined as a firearm, ammunition, BB or pellet gun, paintball gun, stun gun, compressed air gun or any replica firearm, martial arts weapon, fireworks, explosives, dangerous or highly flammable chemicals, dirk, dagger, ice pick, or knife having a blade longer than 2 1/2 inches (except

for a knife or ice pick used for food preparation or consumption or for a lawful use in or around a residence), razor with an unguarded blade, razor blade, or box cutter (except for a razor, razor blade or box cutter for lawful use in a residence), or any object when used in a manner or under a circumstance that potentially may or does result in an act of violence or threat of violence.

An object otherwise defined above as a weapon is excepted when used for a lawful purpose within the scope of the person's employment or academic activities when approved by Caltech.

2.3 Reporting Violence

Any individual who experiences or observes a threat or act of violence, or a weapon on Institute premises or at an Institute activity or program must immediately notify Campus Security or JPL Protective Services Division, or law enforcement. An individual at a non-campus or non-JPL location must immediately notify local law enforcement.

Campus Security	626-395-5000
JPL Protective Services Division	818-354-3530

If an individual becomes aware of behavior that they find concerning, the individual should notify one of the following individuals or offices:

Employee's supervisor/management	
Campus Human Resources – EOD	626-395-8039
Dean of Students	626-395-6351
Dean of Graduate Studies	626-395-6346
Provost Office	626-395-6320
Assistant Vice President for Equity And Equity Investigations, Title IX Coordinator	626-395-3130
Campus Security	626 395-5000
Caltech Hotline (anonymous)	626-395-8787 or 888-395-8787
JPL Human Resources	818-354-4447
JPL Protective Services Division	818-354-3530
JPL Workplace Violence Hotline	818-393-2851
JPL Ethics Office	818-354-6338
JPL Ethics Help Line (anonymous)	818-354-9999 or 866-405-7536

Caltech will handle all reports of violence in a confidential manner, with information released as determined to be appropriate by Caltech. Managers are required to immediately report any violation or suspected violation of this policy to Caltech Security, JPL Protective Services Division, Human Resources, the Deans or the Provost, whether the violation is observed on Institute premises or at any Institute activity or program. Caltech policy prohibits retaliation against any faculty, staff, postdoctoral scholar, student, or third party who, in good faith, reports a violation or suspected violation of this Policy.

Caltech will not tolerate intentional false reporting of incidents. A good faith complaint that results in a finding of "no violation" is not considered a false report. However, when a complainant or third party is found to have fabricated allegations or to have given false information with malicious intent or in bad faith, they may be subject to disciplinary action.

2.3 Reporting Child Abuse or Child Neglect

A minor is anyone under the age of 18 years old (also referred to as a child).

A Mandated Reporter is an employee who is required by law to make a report to the appropriate authorities whenever, in their professional capacity, or within the scope of their employment, they have knowledge of or observe a child they know or reasonably suspect has been the victim of child abuse or child neglect. All athletic coaches, including assistant coaches and graduate assistants involved in coaching are Mandated Reporters. In addition, Institute employees whose duties bring them into direct contact with children under 18 years of age on a regular basis or who supervise employees whose duties bring them into contact with children on a regular basis are Mandated Reporters as to child abuse or neglect occurring at Caltech or at an official activity of, or program conducted by, Caltech. Certain other professionals at Caltech, such as doctors, nurses and psychologists, are also Mandated Reporters.

Every member of the Caltech community who knows of or reasonably suspects child abuse or child neglect has a personal responsibility to report to Caltech Security or the JPL Protective Services Division immediately. Mandated Reporters have the additional responsibility to report immediately or as soon as practicably possible by telephone and to submit a written follow up report within 36 hours of receiving information concerning the incident to the LA County Child Protection Hotline (800) 540-4000 (or from out of state (213) 639-4500) or to the Pasadena Police Department 911 (for emergencies) or (626) 744-4501 (for non-emergencies), or to another local police department. A Suspected Child Abuse Report (SCAR) can be completed online (where the initial report was made to the LA County Child Protection Hotline) at <https://mandreptla.org>. Mandated Reports will be provided the opportunity for training by Caltech and must sign an "Employee Acknowledgement of Mandated Reporter Status."

2.4 Investigating Prohibited Conduct

Reports of conduct that may violate any aspect of this policy will be taken seriously, properly investigated and dealt with accordingly. Individuals who are found to have violated this policy may be subject to disciplinary action up to and including termination of employment, expulsion, or permanent removal from the premises. Additionally, when such acts potentially violate state or federal laws the matter may be referred to law enforcement agencies for investigation.

3.0 Resources

The Staff and Faculty Consultation Center and the Student Counseling Center at Campus or Empathia/Life Matters at JPL may provide resources such as intervention, consultation or referral for clinical evaluation or treatment, including arranging for counselors to work with at-risk individuals, and victims and observers of an incident. In addition, training is available from Human Resources regarding violence prevention, public safety awareness, and child abuse. Contact information for these and other resources are:

Campus

Staff and Faculty Consultation Center	626-395-8360
Human Resources -EOD	626-395-8039

JPL

Human Resources
Empathia/Life Matters

818-354-4447
800-367-7474

Related Policies

- [Unlawful Harassment](#)
- [Procedures Regarding Unlawful Harassment](#)
- [Gender-Based Misconduct](#)
- [Procedures for Responding to and Resolving Complaints of Gender-Based Misconduct](#)

A handwritten signature in blue ink that reads "Thomas F. Rosenbaum". The signature is written in a cursive style and is positioned above a horizontal line.

Thomas F. Rosenbaum
President