Procedures

1. Encourage the crime victim(s) and/or witness(es) to report the incident to Fresno State Police.
2. If the incident indicates the possibility of an imminent community threat, inform Fresno State Police without delay.
3. If the incident reported is a sexual assault or other violent crime:
   - Actively support the victim(s) and/or witness(es) in accessing these services.
5. Submit the form in a confidential envelope and deliver it to:
   Fresno State Police Department,
   Attn: Clery Coordinator
   2311 Barstow Ave, M/S PO 14, Fresno, CA 93740

If you have any questions concerning this form, please call (559) 278-6193.

Name (of person receiving report:)          Department          Date of Report          Time of Report
Position:                      Phone Number          Date of Incident          Time of Incident

Reporting Party:          Victim     Witness     Third Party/Other

Type of Incident

☐ Homicide  ☐ Robbery  ☐ Aggravated Assault  ☐ Arson  ☐ Alcohol
☐ Sex Offense  ☐ Burglary  ☐ Motor Vehicle Theft  ☐ Weapon(s)  ☐ Drugs/Narcotics

Location of Crime/Incident

Describe any Weapons involved

☐ Unknown  ☐ None  ☐ Yes-Describe

Police Report Filed

☐ Unknown  ☐ No  ☐ Yes-Agency reported to

☐ No Crimes reported to me for the requested calendar year

Date

Fresno State Police Department

(559)278-8400

CONFIDENTIAL

Sex Offenses: rape; sodomy; sexual assault; fondling; statutory rape

It is the policy of the California State University, Fresno (Fresno State) to ensure that victims and witnesses to crime are aware of their right to report criminal acts to the police, and to report University policy violations to the appropriate office (e.g., student conduct violations to the Vice President of Student Affairs). However, if a reporting person requests anonymity, this request must be honored to the extent permitted by law. Accordingly, no information should be included on this form that would personally identify the victim without his/her consent.

In order for Fresno State to satisfy the statistical reporting requirements of the Clery Act, all CSA’s are required to complete this form when specified crimes/incidents (listed below) are reported to them or at the end of the year advising no crimes were reported to them. In addition, a person reporting an incident of this nature to a CSA shall also be encouraged to report the crime to the Fresno State Police Department.

According to the Higher Education Act, or 20 U.S.C. 1092, now known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, California State University, Fresno is required to collect and annually publish statistics concerning the occurrence of selected crimes on campus property (including residential facilities), non-campus property, and public property, reported or known to Fresno State Police Department, local police or any individuals identified by the University as “Campus Security Authorities” (CSA). Campus Security Authorities are defined as, “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 procedures.” The information collected from these forms is used to prepare a compilation of statistical crime information for inclusion in the campus’ Annual Security Report. Fresno State Police will use this form to determine the category of the crime or incident and the location under which the incident should be reported according to the requirements of the Clery Act. Data collected on this form is to be used to promote crime awareness and enhance campus safety.

Fresno State Police

Campus Security Authorities (CSA)

Crime & Incident Report Form
<table>
<thead>
<tr>
<th>Description of</th>
<th>Race/Gender</th>
<th>Age</th>
<th>Height</th>
<th>Weight</th>
<th>Hair Color</th>
<th>Eye Color</th>
<th>Physical Characteristics</th>
</tr>
</thead>
</table>

**Hate Crimes:** Hate crime information is required to be reported for each of the following crimes:

Fresno State is also required to report statistics for hate (bias) related crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson (see definitions above) and larceny, vandalism, intimidation, and simple assault (see definitions below).

**Was this incident motivated by hate or bias?**

- [ ] Unknown
- [ ] No
- [ ] Yes

If yes, identify the category of prejudice:

- [ ] Race
- [ ] Religion
- [ ] National Origin
- [ ] Disability
- [ ] Gender
- [ ] Ethnicity
- [ ] Sexual Orientation
- [ ] Gender Identity

**Description of the incident or crime:**

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**Type of Incident Descriptions**

**Murder/Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.
**Negligent Manslaughter**: the killing of another person through gross negligence

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

**Aggravated Assault**: an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

**Burglary**: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Motor Vehicle Theft**: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned - including joy riding)

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

**Weapon Law Violations**: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

**Drug Abuse Violations**: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone's); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Liquor Law Violations**: The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

*NOTE: The above listed crime definitions from the Uniform Crime Reporting Handbook*

**Sex Offenses- Forcible**

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

*NOTE: The above listed crime definitions from the Uniform Crime Reporting Handbook*

**Forcible Fondling**: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person’s will; or, not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

*NOTE: The above listed Sex Offenses Definition From the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program*

**Sex Offenses- Nonforcible**

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

**Statutory Rape**: Nonforcible sexual intercourse with a person who is under the statutory age of consent.

*NOTE: The above listed Sex Offenses Definitions From the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program*

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**Type of Incident Descriptions**

**VAWA**

**Domestic Violence**: The term “domestic violence” includes felony or misdemeanor crimes of violence committed by a current or
HATE CRIMES

Larceny: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Vandalism: To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

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

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

If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender’s bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his bias against the victim’s race, sexual orientation, etc... the assault is then also classified as a hate/bias crime.