

# Annual Security Report 2021

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Qatar Campus



Northwestern

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# Introduction

Northwestern University (“Northwestern” or the “University”) is committed to promoting the safety and security of the University community—students, faculty, and staff, as well as University vendors, contractors, visitors, guests, and third parties.

In compliance with federal laws and regulations, including the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act as amended by the Violence Against Women Act (VAWA), (collectively referred to as the “Clery Act”) and the Higher Education Opportunity Act (HEOA), this Annual Security Report (“ASR” or “Report”) contains statistics for the past three years (2018, 2019, and 2020) of crimes reported in certain locations on or near campus, as specified by the Clery Act. In addition, the HEOA requires colleges and universities with student residence facilities to publish a Fire Safety Report, which contains information about fire prevention practices and systems, as well as fire-related statistics. The HEOA also requires colleges and universities with student residence facilities to provide information related to missing students. Northwestern University in Qatar does not own or control residence halls.

The material in this Report provides important information related to safety and security at the Northwestern University in Qatar (NU-Q) campus located in Education City on the outskirts of Doha, Qatar. In

addition, select information relating to the Chicago and Evanston campuses has been included, as community members may visit one of these campuses as well. For additional information on Northwestern’s other campuses, including the Evanston, Chicago, Miami, San Francisco, and Washington, DC, locations, review the Annual Security and Fire Safety Report which can be accessed at [www.northwestern.edu/up/your-safety/clery-act-safety-reports.html](http://www.northwestern.edu/up/your-safety/clery-act-safety-reports.html).

**All members of the University community are encouraged to read the ASR.** We hope that you will use the information to help foster a safe environment for yourself and others. However, it is important to stress that safety is a shared responsibility. The University relies on every community member to contribute to safety and security on campus by reporting crime and suspicious activities in a timely manner, and by using common sense when going about daily activities.

## Preparation of this Report

Northwestern's Office of Risk, Internal Audit, and Compliance ("University Compliance"), in conjunction with the Northwestern University in Qatar Campus Administration, compiles the ASR with input from Qatar Foundation and a number of other University departments, such as Office of Global Marketing and Communications, the Northwestern University Police Department, and the Office of General Counsel. The NU-Q Clery Compliance Committee collects information and data related to Clery Crimes through several sources that are used to compile the crime statistical data in this Report. Qatar Foundation security and NU-Q campus administrators are contacted and asked to provide crime, arrest, and student disciplinary referral data as required by the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act. University community members are annually notified via a campus-wide email of the availability of the Report, posted at [www.northwestern.edu/up/your-safety/clery-act-safety-reports.html](http://www.northwestern.edu/up/your-safety/clery-act-safety-reports.html).

Printed copies of the Annual Security and Fire Safety Report are available upon request from Northwestern University in Qatar at [compliance@qatar.northwestern.edu](mailto:compliance@qatar.northwestern.edu) or +974 4454 5000. If in the United States, printed copies may be requested by contacting the Office of Risk, Internal Audit, and Compliance, 2020 Ridge Avenue, Evanston, Illinois 60208, [clerycoordinator@northwestern.edu](mailto:clerycoordinator@northwestern.edu), +1-847-467-6171.

## About the Northwestern University in Qatar (NU-Q) Campus

Qatar Foundation's (QF) Education City is a 2,500-acre multi-institution access-controlled educational complex. NU-Q occupies a single building within Education City along with several other international universities. The building is located on the east side of the south campus. Students' accommodations are also located within the south campus. All of NU-Q's academic, administration, and media resources are located within this building. The QF Campus itself is considered as an "Open Campus," which, although it has a fence line and security access gates, allows the public to interact and make use of the many public buildings and spaces. Greater security, therefore, is afforded at the individual campus buildings. Northwestern University does not own or lease any student residential facilities in Qatar. There are no officially recognized non-campus student organizations.

Although Arabic is the official language in Qatar, English is widely spoken and is the language in which all NU-Q business is conducted. In addition to NU-Q, Education City hosts branch campus programs from Virginia Commonwealth, Weill Cornell, Texas A&M, Carnegie Mellon, Georgetown, and University College London in addition to other educational, science, research, and community development institutions and corporate joint ventures. Students are able to cross-register for classes at other institutions in addition to taking classes at their school. For more information about Education City and the Qatar Foundation, visit [www.qf.org.qa/education/education-city](http://www.qf.org.qa/education/education-city).

# Law Enforcement on the Qatar Campus

The Education City campus does not have the Northwestern University Police Department on site, nor does it have a municipal police department. Security is provided by the Qatar Foundation (QF) City Services Directorate and consists of more than 850 contracted security guards that are directed and supervised by QF security officers. It is operational 24 hours a day, 7 days a week over three shifts. Each building within Education City is allocated a specific number of guards depending on the size of the facility and risk.

NU-Q has appointed three Facility Liaisons Officers (FLO) who represent NU-Q Facilities and Health Safety Security Environment (HSSE) on a 24/7 basis within the building. The FLOs are able to take the lead during out of hours incidents involving security and safety issues. This includes coordination with local authorities and Qatar Foundation in case of an emergency. The FLOs can be contacted any time at +974 7794 5384.

Members of the NU-Q community as well as NU-Q Campus Security Authorities are encouraged to immediately report campus crimes, suspicious activities, accidents, and other emergencies to NU-Q Security at +974 4454 5247, who in turn notify Qatar Foundation Security and/or local law enforcement.

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## EMERGENCY CONTACT INFORMATION

Inside Qatar Foundation +974 4454 0999  
Outside Qatar Foundation 999

Calling +974 4454 0999 connects the caller to the Qatar Foundation Security Central Control Room, which is located on North Campus and approximately 1 mile from the NU-Q building. The Qatar Foundation Security Central Control Room receives and dispatches both police and fire-rescue calls and Qatar Foundation's Emergency Response Teams for service around the clock, year-round.

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## NON-EMERGENCY CONTACT INFORMATION

### Qatar Foundation Security Control Room

Central Plant 2 Building  
Education City North Campus  
Non-Emergency number +974 4454 1086

### NU-Q Emergency Contact Details

NU-Q Director of HSSE +974 5584 7532  
NU-Q Facility Liaison Officer +974 7794 5384  
NU-Q Security +974 4454 5247  
NU-Q HR Emergency #1 +974 4454 5291  
NU-Q HR Emergency #2 +974 4454 5292

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## Mutual Aid

The Northwestern University Police Department does not have formal written memoranda of understanding with the Qatar Foundation or any local or state law enforcement agency in Qatar regarding the formal investigation of criminal incidents. The University receives from Qatar Foundation timely notification of on- or off-campus situations that could pose a serious or continuing threat and/or any incidents that are considered an immediate threat to the health and/or safety of the NU-Q campus community. Designated NU-Q crisis management personnel, as notified, will maintain communication with local Qatar Foundation and/or local law enforcement and request status reports on these types of incidents. In addition, NU-Q and Northwestern University representatives will collaborate with the Qatar Foundation and/or other Qatar local or state law enforcement agencies as formally requested by the responsible agency.

## Qatar Foundation Security

Qatar Foundation's Security function is facilitated through the QF City Services Directorate, which maintains an emergency call handling team with Security Control Room. This call handling center, which is located within Education City, provides 24/7 call handling/dispatcher capability. The QF Control Room monitors CCTV coverage around Education City and has a hard-wired emergency link to the Qatar National Command Center, which handles and mobilizes all 999 calls.

## Dissemination of Police Contact Information

NU-Q Emergency Contact numbers are communicated and distributed during NU-Q HSSE Orientation sessions. They are also preprogrammed into the Crisis Management Team phones via the TACIT (Travel and Critical Information Tool) app. Qatar Foundation Emergency Contact details are also shared during HSSE Orientation sessions and are posted around the NU-Q Building within the emergency evacuation plans. In addition, Qatar Foundation HSE publishes and shares all emergency contact information for all of its facilities to all QF organizations on a weekly basis.

## Liaising with University Officials

Incident reports involving NU-Q students are forwarded to the Director of Student Affairs for review and referral to the University Hearing and Appeals System for potential action. The University Hearing and Appeals System is assigned to investigate and follow up on reported incidents when deemed appropriate. Information obtained via the investigative process, as applicable, is also forwarded to the NU-Q Office of the Dean. If assistance is required from other University departments and/or law enforcement agencies with jurisdictional authority, the NU-Q Office of the Dean will contact and work with the appropriate department(s)/agencies.

## Law Enforcement while on the Evanston and Chicago Campuses

### About the Northwestern University Police Department

The Northwestern University Police Department (Northwestern Police) provides a full range of services 24 hours a day, 365 days a year. On the Evanston and Chicago campuses, the department has the primary responsibility for crime prevention, law enforcement, parking control, emergency preparedness/response, and security at special events. In response to a call regarding a reported crime in the Evanston or Chicago area, Evanston or Chicago campus police personnel are dispatched to make contact with the reporting party and take a police report.

Northwestern Police personnel can also assist community members in notifying the appropriate local law enforcement agency when the victim of a crime elects to or is unable (physically or mentally) to make such a report. **Northwestern Police does not have law enforcement authority on the Qatar campus.**

The Northwestern University Police Department also houses the Threat Assessment and Residential Security Programs. Northwestern Police is a service-oriented department specializing in meeting the needs of our higher education communities. Examples of specific responsibilities on the Evanston and Chicago campuses include

- responding to emergency and non-emergency calls for service;

- investigating reported criminal incidents and conducting follow-up investigations;
- filing criminal charges and/or sending referrals to Student Affairs, as appropriate;
- patrolling the Evanston and Chicago campuses and designated jurisdictional areas near campus on foot, bicycles, T3 electric vehicles, and police vehicles;
- maintaining a secondary public safety answering point (PSAP) center and dispatching police, fire, medical, and other personnel as needed;
- responding to calls for service received via the emergency call boxes and phones throughout Northwestern campuses;
- monitoring campus fire, intrusion, and environmental alarms.

### Northwestern Police Authority

Northwestern Police personnel derive their law enforcement authority from Section 110 of the Illinois Compiled Statutes (ILCS) (110 ILCS 1005/0.01-3.0/Private College Act and 110 ILCS 1020/Private College Campus Police Act) and the trustees of Northwestern University.

Northwestern Police officers have the same law enforcement responsibilities and powers (including the power to arrest) under state law as municipal police officers and county sheriffs. Sworn police officers must complete a state-approved police academy and receive certification as a police officer from the Illinois Law Enforcement Training and Standards Board prior to being assigned to fulfill any of the responsibilities of a police officer.

### Jurisdiction

The Northwestern University Police Department has primary police jurisdiction on the Evanston campus. On the Chicago campus, Northwestern Police has primary jurisdiction on the academic campus (except for the Medill space located at 303 E. Wacker Drive) as well as certain University-owned or controlled parking lots. The Chicago Police Department (CPD) has primary jurisdiction for all other buildings and property located within the Chicago campus jurisdiction, including all medical facilities. Evanston and Chicago Police Departments jointly investigate on-campus incidents with Northwestern Police when requested or when the incident investigation is dictated by a mutual aid agreement.

The Evanston or Chicago Police Department, or other local police department, has primary jurisdiction in all areas off campus, including Non-Campus Property as defined in Appendix B.

Northwestern Police officers can, and do, respond to student-related incidents that occur in close proximity to the Evanston and Chicago campuses. As appropriate, Northwestern Police may also assist police departments in the neighborhood and business areas surrounding the campuses. If the Evanston or Chicago Police are contacted about criminal activity occurring off campus and involving Northwestern students, Evanston or Chicago Police may notify Northwestern Police. However, there is no official Evanston or Chicago Police Department policy requiring such notification.

When a Northwestern student is involved in an off-campus offense, Northwestern Police officers may assist with the investigation in cooperation with any local, state, or federal law enforcement agency.

## Mutual Aid

The Northwestern University Police Department has entered into certain mutual aid agreements with other law enforcement agencies. This includes an Agreement for Mutual Cooperation with the Evanston Police Department and the Illinois Law Enforcement Alarm System Mutual Aid Agreement (ILEAS).

The Agreement for Mutual Cooperation with the Evanston Police Department outlines jurisdictional boundaries, limits of law enforcement authority, and primary authority for investigations. The Evanston Police maintain primary investigatory responsibility for all on-campus death investigations and sexual assault or abuse cases involving children. Under this agreement, Northwestern Police has authority to affect an arrest or execute a search warrant within the agreed jurisdictional boundaries.

The Northwestern Police membership in ILEAS provides for reciprocal service to protect the communities of Illinois in the event of a critical incident. The Northwestern Police

also maintains working relationships with the Chicago Police Department, Illinois State Police, and the Federal Bureau of Investigation (FBI). Northwestern Police does not have a written or otherwise agreed upon memorandum of understanding or agreement with any law enforcement agency other than the Evanston Police Department.

With the exception of the FBI, Northwestern annually requests that the noted police departments provide timely notification of on- or off-campus situations that could pose a serious or continuing threat and/or any incidents that are considered an immediate threat to the health and/or safety of the Evanston and Chicago campus communities.

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## CONTACT INFORMATION

**Emergency** **911**

### Non-Emergency—Evanston Campus

1201 Davis Street, Evanston

Phone (24 hours) +1-847-491-3456

### Non-Emergency—Chicago Campus

211 East Superior Street, Chicago

Phone (24 hours) +1-312-503-3456

### Website

[www.northwestern.edu/up](http://www.northwestern.edu/up)

### Email

[universitypolice@northwestern.edu](mailto:universitypolice@northwestern.edu)

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## Dissemination of Police Contact Information

Emergency and non-emergency campus phone numbers for Northwestern Police in Evanston and Chicago are listed in the online campus phone directory, on the Northwestern Police website at [www.northwestern.edu/up/about/contact/index.html](http://www.northwestern.edu/up/about/contact/index.html), on various University and Northwestern Police websites, and in publications and electronic communications distributed throughout the school year. A telephone sticker or magnet that provides campus phone numbers for Northwestern Police in Evanston and Chicago is available by calling the non-emergency telephone number.

## Police Availability, 24/7

Should NU-Q community members need to contact Northwestern Police in Evanston, Northwestern Police Communication Center dispatchers are available 24 hours a day to answer calls.

## Crime Blotter

The Education City campus does not have a Northwestern Police, security, or student residential presence on campus. Evanston and Chicago campus crimes, residential fires (Evanston only), and other incidents reported to Northwestern Police are reported on the Northwestern Police Blotter. The Blotter is updated Monday through Friday, excluding University holidays, for both the Evanston and Chicago campuses and is available at [www.northwestern.edu/up/facts-and-figures/campus-crime/daily-blotter](http://www.northwestern.edu/up/facts-and-figures/campus-crime/daily-blotter). The Blotter is also available for review at kiosks located in the lobbies of the Chicago and Evanston Northwestern Police offices. The information in the Blotter typically includes the nature, date, time, general location, and disposition of each incident. Blotter records associated with reported on-campus fires, occurring in on-campus student housing, include the nature, date, time, and general location of each reported fire.

Incident information that appears in the Blotter and in this Report, as well as data that is sent to the US Department of Education, does not contain personally identifiable information.

## Crime Prevention and Safety Awareness

Northwestern believes that safety is everyone's responsibility. Although Northwestern University works hard to ensure the safety of all individuals within our University community, everyone must take responsibility for their own personal safety and property security.

The Education City campus in Qatar is not free from crime though crime is a rarity. Realizing you could be a victim is the first step in self-protection.

Students and employees are encouraged to participate in safety, security, and crime prevention programs that are offered during orientations and which may be offered locally. Students and employees are made aware of safety, security, and crime prevention publications and related web-based resources. Online crime prevention and safety information is available at [www.northwestern.edu/up](http://www.northwestern.edu/up). Printed materials on various topics (including copies of this Report) are available upon request. Northwestern Police does not offer crime prevention or safety/security education programs on the Qatar Foundation Education City campus. This is done through community orientation sessions and specific engagement with NU-Q HSSE and Risk Departments.

A list of specific trainings offered on the Qatar campus in 2020 relating to crime prevention, safety, and security can be found in Appendix A. Simple, common-sense proactive precautions are the most effective means of maintaining personal safety and property security. Individuals who practice crime prevention can make this special community a safer place to learn and work.

The common tenets of crime prevention are straightforward: remain alert and attentive to potential dangers; don't put yourself or your property at risk; and immediately report suspicious activity to NU-Q security guards or Qatar Foundation Education City campus security.

Community members are encouraged to visit the Northwestern Police website to access a variety of information on safety, security, and crime prevention at [www.northwestern.edu/up](http://www.northwestern.edu/up).

Crime levels are low on campus, with theft being the most reported crime on campus. Theft prevention is the anticipation, recognition, and appraisal of a risk of theft and taking steps to reduce or remove that risk. The techniques outlined here are designed to reduce the opportunity for theft and increase risk for a would-be thief.

- Secure your office, dorm room, lab, etc., when you are absent.
- Secure all valuables out of sight during your absence.
- Don't leave valuables lying around in open areas that are unattended.
- Never leave valuables and property in plain view in a parked vehicle.



- Practice vigilance—watch for and immediately report suspicious activity and behavior.
- When contacting Qatar Foundation security, provide detailed information.
- Ask unescorted visitors entering your office to identify themselves and whom they are meeting.
- Request identification from persons who wish to repair or remove property.

Report criminal incidents on a timely basis to Qatar Foundation security and/or an NU-Q Campus Security Authority.

The crime rate in Qatar is generally very low, and incidents of violence are extremely rare. Police presence throughout the country is high with high levels of electronic surveillance. Nevertheless, reports of petty theft have grown, including ATM and credit card theft, pick-pocketing, and purse snatching.

## The State of Qatar Legal System

According to the US Department of State Travel Advisory in 2020, Qatar has been assessed as Level 1: Exercise Normal Precautions. The government monitors crime trends carefully and expends great effort to keep pace via improved security and law enforcement capabilities in an effort to identify, deter, and neutralize emerging crime trends or threats.

NU-Q community members are subject to the laws and regulations of the country in which they are located, which may differ substantially from and not offer the same protection as the laws available in their resident country. Islamic law forms the basis of Qatari law, and its penalties can be severe. Persons violating Qatari laws, even unknowingly, may be arrested, imprisoned, deported, or banned from leaving Qatar. Travel bans remain in effect until the involved parties or a court resolve the dispute. Qatari law enforcement authorities have also detained witnesses and relatives throughout a criminal investigation.

If arrested, a US citizen should ask to speak to the US Embassy immediately. If this is not allowed, ask a friend or family member to notify the US Embassy as soon as

possible. This US State Department advisory may also hold true for NU-Q community members who are residents of other countries.

Public intoxication, drunk driving, and other alcohol-related offenses are treated with severity and result in arrest, heavy fines, imprisonment, or expulsion from Qatar. Expatriates are permitted to purchase, possess, and consume alcohol in Qatar, although they should do so without drawing attention. Alcohol is available in various Western-owned hotels, except during Ramadan. Resident expatriates may purchase alcohol at the Qatar Distribution Company upon presentation of an alcohol permit. For information on obtaining the permit, consult the “Settling In” portion of the Northwestern publication *Guide to Northwestern Life in Qatar*. The country has a zero-tolerance attitude toward the use and possession of illegal drugs. Penalties for possession, use, or trafficking are severe. The penalty for possession is a 2- to 6-month prison sentence and deportation. The prison term for drug trafficking is 10 to 20 years. Convicted offenders can also expect large fines.

Obscene language, obscene gestures, or other insults often result in arrest, overnight detention, and/or fines. Both civil and religious law in Qatar prohibits gambling. Homosexual activity is a criminal offense in Qatar. According to the US State Department, conviction may result in lashing, a prison sentence, and/or deportation.

Importing the following items is prohibited:

- alcohol
- obscene material
- counterfeit currency
- pork products
- fireworks
- religious materials intended for recruitment
- narcotics and illicit drugs
- weapons and ammunition

For a listing of Qatar campus trainings relating to crime prevention, safety, and security awareness, see Appendix A.

## Reporting Crimes and Other Emergencies

University community members have options in reporting crimes.

### Reporting to Qatar Foundation Security/NU-Q

Students, faculty, staff, and guests are encouraged to immediately report all on-campus crimes, emergencies, and safety and security issues, any time of day or night, seven days a week. There is a Qatar Foundation security presence in each building on the Education City campus. For in-building incidents, it is best to report to in-building security staff who liaise with both Qatar Foundation Security Control Room and building management.

For general on-campus incidents, one can report in person at the Qatar Foundation main security control room at the Central Plant Building 2, ground floor, Room G-04; by calling either +974 4454 1086 (non-emergency) or +974 4454 0999 (emergency); or by calling the designated on-call NU-Q HR emergency personnel at +974 4454 5291 or +974 4454 5292. For all off-campus incidents and emergencies, callers should first contact State of Qatar emergency response at 999 and then NU-Q designated on-call emergency personnel at +974 4454 5291 or +974 4454 5292, if deemed necessary. NU-Q administrators can assist students, faculty, and staff in notifying the appropriate security or law enforcement agency.

### Confidential and Anonymous Reporting

Victims and witnesses may report crimes anonymously to Campus Security Authorities (CSAs). In reporting a crime to a CSA when the reporter wishes to be anonymous, CSAs will provide a detailed description and occurrence date (or time frame) and location of the crime without identifying the alleged victim, witnesses, or perpetrator to the NU-Q Compliance Committee. The purpose of this type of report is to comply with the reporting party's wish to keep the matter anonymous, while taking steps to contribute to future campus safety.

## Reporting to Campus Security Authorities

Campus Security Authorities (CSAs) include certain University officials and staff. CSAs are required to report Clery Crimes that they witness or become aware of that occurred on or within Northwestern University's Clery Geography (generally including on campus, in public areas bordering campus, and in certain non-campus buildings owned or controlled by the University) on a timely basis. Clery Crimes and Clery Geography are defined in Appendix B.

For Clery Act crimes, a CSA must complete and submit a Campus Security Authority Crime Report Form (Report Form). The Report Form is located on the NU-Q internal SharePoint site at [nuwildcat.sharepoint.com/sites/nuq-riskmanagement/Clery/SitePages/Clery%20Crime%20Report%20Form.aspx](https://nuwildcat.sharepoint.com/sites/nuq-riskmanagement/Clery/SitePages/Clery%20Crime%20Report%20Form.aspx) and must be submitted online. This form is accessible using net ID authentication. The NU-Q Clery Liaison is responsible for ensuring that completed CSA Crime Report Forms are sent to the NU-Q Clery Compliance Committee and Clery Coordinator and forwarded to the Qatar Foundation Security

CSAs are encouraged to report all crimes reported to them to NU-Q Security and local law enforcement. Note, if the reported crime or incident involves an emergency, the CSA should immediately call +974 4454 0999 (in QF) or 999 (outside QF) and the Director of HSSE, the Chief Operations Officer (COO), or the NU-Q Clery Liaison. For additional information on the Clery Act and CSA crime reporting responsibilities, visit [www.northwestern.edu/risk/compliance/compliance-areas-contacts/campus-security/campus-security-authorities.html](http://www.northwestern.edu/risk/compliance/compliance-areas-contacts/campus-security/campus-security-authorities.html).

The intent of including non-law enforcement personnel in the role of CSA is to acknowledge that some community members, and students in particular, may be hesitant about reporting crimes to the police but may be more inclined to report incidents to other campus-affiliated individuals. CSAs are obligated to report on a timely basis Clery Crimes that they witness or they become aware of which occurred on or within NU-Q's Clery Geography.

CSA-submitted crime reports may assist in identifying patterns that will help prevent future crimes. Reports by CSAs also assist the University in meeting its Clery

Act obligations and enable the NU-Q Clery Compliance Committee to review incident information and determine if a reported crime poses a serious or continuing threat to the campus community, which could necessitate the issuance of a timely warning as discussed below. The definitions of Clery Crimes and Clery Geography are provided in Appendix B.

Members of the University community who are victims of or witnesses to crime may report those crimes to CSAs who will, in turn, report the incident to the NU-Q Clery Compliance Committee. The NU-Q Clery Compliance Committee will forward reports to Northwestern University Compliance. It is important that crime-reporting parties provide, and CSAs obtain, as much information about the crime as possible, including an incident description; approximate time, date, and location of the incident; and names and contact information, if known, or identifying information of the alleged offender(s) and witnesses.

## Identifying CSAs at Northwestern

The Clery Act identifies four categories of University employees who may qualify as CSAs:

1. a campus police department;
2. security staff responsible for monitoring University property who are not members of the campus police department;
3. people or offices designated under Northwestern University policy as those to whom/which crimes should be reported; and
4. officials with significant responsibility for student and campus activities.

Pastoral or professional counselors and other confidential resources discussed on page 22 who are functioning within that scope at the time a crime is reported are not considered CSAs and are not required to report crimes of which they become aware. However, they are encouraged to review crime-reporting options with the reporting party. Because they are not CSAs, the University is not required to issue a timely warning with respect to crimes reported to confidential resources and to pastoral and professional counselors. Prompt reporting to the University allows NU-Q to evaluate whether there is a serious or continuing threat to the University community for the purpose of issuing a timely warning (see page 11) and promotes accurate tracking and reporting of crime statistics.

At NU-Q, CSAs are registered as a CSA by the Clery Liaison through an online portal. A list of CSAs is maintained by the University Clery Coordinator. The University offers CSA training that covers, among other things, the duties and responsibilities of CSAs, how to report crime of which they become aware, and resources and services to refer victims of crimes. For additional information on the role of CSAs and the CSA training program, visit the University Campus Security Authority web page ([www.northwestern.edu/risk/compliance/compliance-areas-contacts/campus-security/campus-security-authorities.html](http://www.northwestern.edu/risk/compliance/compliance-areas-contacts/campus-security/campus-security-authorities.html)).

For NU-Q specific information on the role of CSAs and the NU-Q CSA training program, visit the Clery Compliance page on the NU-Q internal SharePoint ([nuwildcat.sharepoint.com/sites/nuq-riskmanagement/Clery/SitePages/Home.aspx](http://nuwildcat.sharepoint.com/sites/nuq-riskmanagement/Clery/SitePages/Home.aspx)). Examples of CSAs at NU-Q include, but are not limited to, Student Affairs personnel; Qatar Campus Contact for Reporting Sexual Misconduct; Academic Advisors; Student Group Advisors; and the Director of Health, Safety, Security, and Environment.

## Reporting through EthicsPoint

Northwestern has selected EthicsPoint Inc. to provide community members with a confidential means for reporting activities that may involve misconduct or violations of University policy. You may report your concerns by dialing +1-866-294-3545 and speaking with an EthicsPoint representative or by completing an online report at [secure.ethicspoint.com/domain/media/en/gui/7325/index.html](http://secure.ethicspoint.com/domain/media/en/gui/7325/index.html). With either method of reporting, you may choose to remain anonymous. You will receive a report key and password that will allow you to continue to communicate with Northwestern's response team without revealing your identity.

EthicsPoint is not a substitute for, nor does it supersede, any existing reporting methods or protocols already in place at Northwestern for reporting suspected problems or complaints. Instead, EthicsPoint provides an additional means of reporting such issues. Any suspected problems or complaints reported via EthicsPoint will be reviewed in accordance with current University procedures, including those described in the faculty, staff, or student handbooks. Northwestern University prohibits retaliation against any individual who reports or inquires about potential breaches of University policy or local, state, or federal law.

## Reporting to the Behavioral Consultation Team

Members of the Northwestern community are expected to report concerning and threatening behavior immediately. Community responsibility and engagement in the reporting process enhances campus safety and the ability to effectively respond to potentially dangerous situations. In a non-emergency situation, community members should contact the NU-Q Behavioral Consultation Team (BCT) at +974 5584 7532 or [BCT@qatar.northwestern.edu](mailto:BCT@qatar.northwestern.edu) or online via the Person of Concern Reporting Form at [cm.maxient.com/reportingform.php?NUQatar&layout\\_id=1](http://cm.maxient.com/reportingform.php?NUQatar&layout_id=1). The form is published on the internal SharePoint for faculty and staff members and in My-NUQ for students. Community members who prefer to report anonymously may do so by utilizing the Person of Concern Reporting Form.

Reports of concerning behavior will be reviewed by NU-Q BCT, which conducts threat assessments; addresses aberrant, dangerous, or threatening behavior that might impact the safety or well-being of the campus community; and provides guidance and best practices for preventing violence. More information on the BCT can be found at [www.northwestern.edu/up/your-safety/behavioral-consultation-team](http://www.northwestern.edu/up/your-safety/behavioral-consultation-team).

Reports of threatening behavior made to the BCT will be handled as discreetly as possible, with facts made available only to those who need to know to assess and properly intervene in the matter. Please note, however, that disclosure of threatening behavior may be necessary to protect the health and safety of the Northwestern community or as otherwise required by law. Information may be provided to emergency response personnel, police, parents and family members, third party forensic assessment organizations, or, in extreme circumstances, the entire Northwestern community, among others.

Emergencies and situations requiring immediate attention should be reported to the NU-Q Security and Qatar Foundation Security.

While the aim of the NU-Q BCT is to support students who may be considered a threat to themselves or others, it has expanded its scope to include what should also be considered that of a CARE team with the additional purpose of providing guidance and support for students who may be struggling with health or personal concerns. The team therefore also meets to consult, refer, and provide guidance on the best systems and support networks for students in order to promote their well-being and success.

# Timely Warnings, Emergency Notifications, and Emergency Preparedness

## Timely Warnings

Timely Warnings are issued by the University in a timely manner to members of the affected campus community for all Clery Act reportable crimes occurring in the Clery-defined geography and reported to the NU-Q Clery Compliance Committee when it is determined there is a serious or continued threat to the community. The purpose of issuing a Timely Warning is to give members of the University community information that will allow them to alter their behavior in order to protect their personal safety.

Clery Act reportable crimes include aggravated assault, arson, burglary, dating violence, domestic violence, hate crimes, motor vehicle theft, murder and non-negligent manslaughter, negligent manslaughter, robbery, sex offenses (rape, fondling, incest, and statutory rape), and stalking.

Clery-defined geography includes campus (including residence halls<sup>1</sup>), non-campus buildings or property, and public property as defined by the Clery Act.

Decisions regarding whether to issue a Timely Warning are made on a case by case basis by the NU-Q Office of the Dean (or designee, typically the Director of HSSE), taking into account the following:

- whether the incident has been reported to the NU-Q Clery Compliance Committee in a timely manner;
- the nature of the crime reported;
- location of the crime; and
- whether there is a serious or continuing threat to the University community.

The NU-Q Office of the Dean (or designee, typically the Director of HSSE) will consult with the NU-Q COO (or designee) about the alert when time permits. Depending on the factors being considered, the NU-Q Office of the Dean may also consult with other members of NU-Q, such as the NU-Q Clery Compliance Committee, the Director of Student Affairs, or Northwestern University Police Department.

When it is determined that a Timely Warning will be issued, the NU-Q Office of the Dean (or designee) and

the Director of HSSE (or designee) will create a Timely Warning and disseminate it to the designated community members.

Timely Warnings will typically include the date, time, and location of occurrence and a description of the incident. They will also include additional information that could aid community members in altering their behavior to protect their personal safety and minimize additional incidents from occurring. Timely Warnings will not include the names and other personal identifying information of crime victims/survivors.

A warning may not be sent if there are factors that reduce the level of threat to the community. Examples of factors that might reduce the level of threat are an arrest of the suspect in the incident or a delay in the reporting of the incident.

The Clery Act does not require universities to issue Timely Warnings on Clery reportable crimes occurring outside of the Clery-defined geographic area or for non-Clery reportable crimes. However, the University may choose to initiate a Timely Warning for crimes outside the Clery guidelines when an event represents a serious or continuing threat to the community.

## Emergency Notifications

An Emergency Notification is used to inform the University community about a significant emergency or dangerous situation involving an immediate threat to the health or safety of the campus community. Emergency Notifications are different than Timely Warnings in that they are not restricted to Clery reportable crimes. Incidents such as fire, weather emergencies, criminal activity, or a hazardous materials spill could trigger an Emergency Notification but may or may not also warrant a Timely Warning.

It is NU-Q policy to notify its University community immediately upon confirmation of a credible, significant, or continuing emergency or dangerous situation involving an immediate threat to the health or safety of persons on the University campus unless a notification would worsen or compromise the safety of the community.

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<sup>1</sup> Northwestern University does not own or control residence halls on the Qatar campus.

In order to fulfill this policy, the University will make all reasonable efforts to

- confirm the existence of a credible emergency event or dangerous situation;
- determine the appropriate segments of the University to notify;
- determine the message content and appropriate notification method to deploy;
- initiate notification systems.

NU-Q is committed to taking a similar preventive approach to public relations crises, using disclosure whenever possible as the preferred strategy for preventing or minimizing public relations crises. The NU-Q *Crisis Communications Manual* provides a clear set of guidelines on how to respond swiftly and effectively to both operational and non-operational crises that could impact NU-Q.

The purpose of the *Crisis Communications Manual* is to support NU-Q's goals when a crisis occurs, specifically these are to

- respond in a timely manner to immediate threats to the well-being of students, faculty, staff, dependents, and visitors;
- protect the human, physical, and financial assets of the University;
- protect NU-Q's and Northwestern's brand reputation;
- communicate openly, honestly, and proactively with the University's constituents, recognizing the importance of avoiding panic, speaking with one voice, and balancing individuals' legal rights to privacy with the public's need to know about the situation;
- support business continuity in order to ensure a quick return to normal operations;
- ensure appropriate follow-up on action plans and commitments made during the crisis and, after the crisis or emergency has ended, to evaluate NU-Q's response in order to improve procedures.

The NU-Q Director of HSSE will typically be made aware of emergency situations. Upon confirmation of an emergency or threat, either by emergency personnel or a first-hand witness, the NU-Q Office of the Dean (or designee)

will determine if an alert to the entire campus or a segment of the campus is appropriate. This is based on the size, scope, and complexity of the emergency and the potential affected area(s) or persons. These messages can be immediately sent by NU-Q HSSE, IT, HR or other authorized users through a secure web-based platform. While a number of pre-scripted messages are available, the exact message content is determined by the NU-Q Office of the Dean (or designee) based upon the particular circumstances of the emergency.

As an emergency situation escalates or is resolved, Northwestern will send additional alert(s) to update the appropriate segment(s) of the campus community. This type of communication may describe the nature of the risk, include specific actions to be taken, or declare the emergency no longer exists (all clear). In situations where time allows, consultation with others, such as representatives of the NU-Q Crisis Management Policy or Implementation Groups or NU-Q Student Affairs, may take place regarding these communications. If emergency notification systems fail, the Crisis Management Team will initiate the manual calling tree and emergency actions and will communicate life safety guidance in conjunction with activation of building emergency action plans.

In Evanston, the University Emergency Response Framework calls upon all employees to be familiar with the *Employee Safety Handbook*. For additional information on University emergency procedures and safety resources, consult the handbook at [www.northwestern.edu/risk/documents/ehs-documents/general-workplace-safety-docs/safety-handbook.pdf](http://www.northwestern.edu/risk/documents/ehs-documents/general-workplace-safety-docs/safety-handbook.pdf). Please note that resources contained on this site are specific to Evanston. For more information about Qatar specific resources, please reach out to the Director of HSSE (+974 4454 5240). For information on safety and emergency procedures for exposure to radiation, chemical and biological laboratory incidents, hazardous chemicals, and exposure to human blood or other potentially infectious human materials, visit the Office for Research Safety (ORS) website at [researchsafety.northwestern.edu](http://researchsafety.northwestern.edu). At the current time, NU-Q does not have any laboratories.

The University's **Emergency Response Framework** (available from the Director of HSSE, +974 4454 5240) identifies key decision makers and their roles during a campus emergency. The plan establishes planning cycles for emergency command center incident management that will be utilized during identified emergencies and crisis events.

Northwestern uses an emergency notification system provided by an outside vendor to disseminate emergency notifications via several different means, including phone calls, text messaging, emails, social media, and an outdoor alert system (Evanston campus only) and also posts messages on the University's website. When appropriate, other methods of disseminating information might include activating fire alarms, posting fliers in public places, sending faxes, and notifying local media. On the NU-Q (Qatar) campus, social media messaging is not utilized. All communication/notification methods above are available on all Northwestern University sites (Chicago, Evanston, Miami, San Francisco, Washington, DC, and Qatar) unless a limitation is expressly noted here. You are not required to opt in to receive emergency messages. Bulk email messages are sent to students', faculty members', and staff members' University email addresses. Phone calls and text messages, if utilized, are sent to the numbers provided in the Profile section in Caesar (students) or the personal details tab in myHR (staff and faculty). Northwestern University may utilize a multi-layered mass notification approach to include any or all of the methods below:

- **Phone:** In times of an emergency on campus, a recorded message may be sent to each of the numbers that faculty, students, and staff have designated to be used for emergency notification. Northwestern University requires students to confirm or update this information at least once every year.
- **Text:** Provided the cell phone has text messaging capabilities, a text message providing emergency information may be sent to all registered cell phone numbers.
- **Email:** Crime notices or emergency information can be sent to any or all members of either the Evanston or Chicago campuses.
- **Emergency voice-mail system:** In the event of emergency, information may be provided and sent to the University voice-mailbox system.
- **External media contacts:** Northwestern may utilize external media contacts in the form of a news release or news conference to provide emergency information and updates.
- **Manual calling tree:** NU-Q also has developed a Compound Warden and Manual Calling Tree System in order to relay accurate information to community members during a time of emergency. Information regarding an emergency and recommended actions may be communicated via the Compound Warden/Calling Tree Coordinator to NU-Q faculty, staff, and dependents. The calling tree, along with the emergency notification system, are the main conduits to ensure faculty, staff, and dependents are kept abreast of any issues related to overall safety of community members. The calling tree will be activated whenever it is necessary to update the NU-Q community as to a particular situation. Once activated, faculty, staff, and dependents will communicate with the Crisis Management Team (CMT) through their assigned Compound Warden/Calling Tree Coordinator as to any concerns or issues that they might have regarding the situation. In most cases, telephones will be used to make necessary notifications. Should the telephone system not be operational, the calling tree coordinator will be required to make personal contact with the individuals on their contact list.
- **Satellite phones:** NU-Q maintains 15 satellite phones for use in the event of a disruption of cell communication during an emergency. The satellite phones are maintained by the Director of HSSE and tested on a monthly basis in coordination with Northwestern University Police Department.
- **Main website "Breaking News":** Activated in the event of an emergency, [my.qatar.northwestern.edu/campus/safety/emergencies/index.html](https://my.qatar.northwestern.edu/campus/safety/emergencies/index.html) is a page on the NU-Q website that will provide emergency notification information and recommend protective action to be taken if needed.

- **Northwestern University Breaking News website:** Breaking News can be accessed from any computer at [www.northwestern.edu](http://www.northwestern.edu). Emergency information and updates will be posted on the Northwestern University Breaking News page by Office of Global Marketing and Communications.
- **Outdoor siren system:** The emergency outdoor siren alert system consists of roof-mounted speakers at several locations on the main Evanston campus and at the Evanston campus athletic complex at Central and Ashland. The alert system can make the traditional siren sound used by municipalities to warn of severe weather as well as other sounds. It also can produce voice messages. Education City in Qatar does not have any emergency outdoor siren system.

## Northwestern Police Role

In Evanston, the Northwestern University Police Department is integral in providing critical information in an accurate and timely manner that can be used by senior University administrators to assess the need to authorize and issue emergency communications to the University community. On receiving notification of an impending incident, Northwestern Police management will take actions consistent with this procedure to activate and alert emergency management officials to assess the need to notify the community to take protective actions.

## Authorization to Direct Activation of Emergency Communication System

The following individuals or their designees are authorized to direct that the emergency notification system be activated for NU-Q: Dean; Chief Operations Officer; Director of HSSE; Senior Associate Dean, Director of Communications and Public Affairs; Chief Financial Officer and Director of Business and Finance; Director of Human Resources; or the Director of Student Affairs.

## Content Development and System Initiation

The NU-Q Office of the Dean (or designee, typically the Director of HSSE) develops the content of emergency messages and timely warnings. Together they agree to initiate any or all of the emergency notification systems.

The Director of HSSE (or designee) is responsible for completing processes necessary to disseminate messages on any and all emergency notification systems. Should designated administrators be unable to initiate any or all of the emergency notification systems, then select Crisis Management Team (CMT) members have the ability to initiate any or all emergency notification systems.

Once authorized, the following individuals may activate the Emergency Notification System:

1. Director of HSSE
2. Director of Information Technology
3. Manager of Infrastructure Operations
4. Business and Risk Analyst

The **NU-Q Crisis Management Policy Group (PG)** serves to advise the Principal Policy Official (PPO) on policy issues during periods of heightened threat and crisis. The Dean or COO serve as the Principal Policy Official for the PG. The PG is activated at the direction of the PPO. The Policy Group is responsible for the strategic priorities for the incident based on threat information from established security sources and threat assessment/analysis, determines best actions, and communicates with the NU-Q community, visitors, QF, and Northwestern University in Evanston.

The team is chaired by the PPO. Other members include the Senior Associate Dean; Director of Strategic Media, Marketing, and Communications; Director of Business and Finance; Director of Human Resources; Manager of Research; and Director of Student Affairs. The chair may designate additional members.

The **NU-Q Crisis Management Implementation Group (IG)** serves to support and execute the decisions of the Policy Group and its Principal Official. Members of the IG are responsible for monitoring the incident, providing consistent situational awareness by validating information, and maintaining a status board and may be tasked with providing status updates during an incident. They are also responsible for setting operational objectives based on strategic direction, liaising with QF, communicating with external parties, and offering advice to the CMT.

The **Crisis Management Planning Group (CMPG)** is chaired by the Director of HSSE and meets monthly to discuss security awareness, security measures, crisis management, crisis communication, community resilience, and



business continuity. It is the group responsible for developing the NU-Q Crisis Management Framework and oversees the exercise of specific emergency planning, preparedness, and response protocols.

Other members may include the Dean of NU-Q (as an ex-officio member), NU-Q Chief Operations Officer, Director of HSSE, Director of Business and Finance, and the Business and Risk Analyst. Additional members may be designated by the NU-Q Chief Operations Officer.

The meetings are also attended over teleconference by the Northwestern University Police Department in Evanston, Northwestern Emergency Management Department in Evanston, Northwestern Office of Risk Management in Evanston, and the Qatar Support Office (QSO) in Evanston.

## Emergency Response and Evacuation

Buildings in Qatar Foundation have a notification system for emergency evacuation. In most buildings, this is a fire alarm system. The NU-Q building has an alarm system which is both voice, in English and in Arabic, and a siren. Whenever the alarm system sounds and/or voice command for evacuation is sounded, everyone must leave the building or move to the designated assembly points. It is required of all departments to have an evacuation plan, which explains the emergency systems and evacuation procedures. This document is to be readily available and is to provide information such as emergency telephone numbers; evacuation personnel duties; designated meeting points; and building information such as whether the building has an automatic sprinkler system, smoke detection, and/or manual alarm pull stations.

NU-Q has memorandums of understanding (MOU) with adjacent universities that evacuees can shelter in their building during high temperatures or inclement weather. There is a designated building manager for all buildings on campus who serves as the key contact during an emergency. The Director of HSSE provides Evacuation Warden Training to individual departments. Contact the Director of HSSE at +974 4454 5240 to set up training or for assistance in development of an evacuation plan.

## Emergency Response and Evacuation Testing

NU-Q publicizes its emergency response and evacuation procedures in conjunction with at least one test per calendar year. For each test, the University documents a description of the exercise, the date and time, and whether it was announced or unannounced. Evacuation test documentation is maintained and available from the Director of HSSE. The emergency notification system testing information is maintained and available from the Director of HSSE.

NU-Q is located in a single building within Education City. Services in the building (including issues related to security and safety) are provided by or overseen by the Qatar Foundation. NU-Q participates in all emergency response drills and evacuation drills initiated by the Qatar Foundation. NU-Q has also raised the importance of such testing at the Qatar Foundation Health Safety and Environment (HSE) Committee meeting, with the recommendation that such testing is completed on at least an annual basis and that appropriate historical documentation for each test be maintained.

The NU-Q Emergency Response Framework is tested via completion of an annual tabletop exercise and revised each year to increase operational efficiency and maintain the highest level of preparedness, response, and recovery capabilities.

For specific information on Northwestern University Evanston and Chicago campus emergency preparedness procedures, see the Emergency Response and Evacuation Procedures section in the *Annual Security and Fire Safety Report 2021: Evanston, Chicago, Miami, San Francisco, and Washington, DC, Campuses* ([www.northwestern.edu/up/your-safety/clery-act-safety-reports.html](http://www.northwestern.edu/up/your-safety/clery-act-safety-reports.html)).

## Campus Facilities and Building Security

### Access to and Security of Qatar Facility

The security strategy in Education City is to maintain an “Open Campus” approach, which means that the campus itself is accessible to the public through guarded gates but has the flexibility to increase the level of security at these access points based on the monitored Qatar Foundation Threat Level. Individual buildings have their own security arrangements based on a security risk assessment conducted by the Qatar Foundation.

Normally, building offices are secured and only authorized personnel with proper identification are permitted access. The building is controlled 24 hours a day by a security team that is managed by the Qatar Foundation. Security guards regularly patrol campus grounds and buildings. Closed circuit TV cameras (CCTV) are located throughout the building (interior and exterior) and are monitored by security personnel. The NU-Q building has electronic access control on all of its exterior access doors. These doors can be locked down if the threat level should increase. Camera-supported intercom systems are also located at the main entrances to the building.

The Qatar Foundation has control and responsibility for student residential facilities.

A security guard is posted at the entrance of every residence hall. The front door of the building is open, and security is seated immediately inside. Residents receive a personal entry device that allows them access to the facility. In order for visitors to enter a residence, proper identification must be presented and a resident must accompany visitor(s). Overnight guests in residences are not allowed. Residences are gender segregated and visitors can only be of the same gender.

Since the summer of 2020, NU-Q, in line with the requirements of the Qatari Government and the Qatar Foundation, has installed additional building entrance security checks to reduce the risk of people entering the building with symptoms of COVID-19. This additional access control system is also used for track and trace purposes should there be a report of COVID-19 incidents within the building. This system affords an additional layer of safety and security to its community members and any visitors or contractors.

### Security Considerations—Campus Facility

NU-Q community members are issued identification cards that they are asked to display at all times. The cards, in addition to serving as identification, also provide access to authorized locations. During normal business hours (Sunday through Thursday, 8 a.m. to 6 p.m.), the NU-Q community and their guests and visitors are free to access the building. During non-business hours, access to the building entrance and internal areas is controlled through the use of the fore-mentioned identification cards. External contractors are only allowed in the building under a “permit to work” system.

### Reporting Maintenance and Safety Hazards

Landscaping and facilities are maintained in a manner to minimize hazardous conditions. Education City maintenance is the responsibility of the Qatar Foundation. The building security system is owned and managed by QF City Services Directorate. The NU-Q Facilities Management (NU-Q FM) Department reports conditions that could be hazardous to Qatar Foundation City Services Directorate for follow-up and repair as necessary. Campus lighting is monitored by QF HSE officers and any lighting outages are reported to the QF City Services Directorate. Community members are encouraged to report maintenance issues on a timely basis to QF HSE at +974 4454 0999.

# Other University Policies

## Policies on Alcohol and Other Drugs

NU-Q community members are expected to be acquainted with and fulfill their obligations and responsibilities pursuant to University policy as well as the laws of the State of Qatar. Northwestern University fully supports US federal laws that require that academic and working environments be free from illicit drug and alcohol use.

For further information, consult the University's policy statement complying with the Drug-Free Workplace Act of 1988 (copies are available from Human Resources). The University's alcohol and drug policies are also available in the:

- Human Resources Staff Handbook [www.northwestern.edu/hr/essentials/policies-procedures/staff-handbook.html](http://www.northwestern.edu/hr/essentials/policies-procedures/staff-handbook.html);
- Student Code of Conduct [my.qatar.northwestern.edu/student-life/code-of-conduct/index.html](http://my.qatar.northwestern.edu/student-life/code-of-conduct/index.html) and
- University Policy on Drugs and Alcohol [policies.northwestern.edu/docs/drugs-and-alcohol-policy.pdf](http://policies.northwestern.edu/docs/drugs-and-alcohol-policy.pdf) which outlines US and international legal sanctions for the unlawful possession, sale, and use of drugs and alcohol and describes a variety of assistance programs for students and employees.

The State of Qatar law enforcement agencies (for the NU-Q campus) enforce all State of Qatar drug and liquor laws, including underage drinking violations. Individuals found in violation may be arrested. The Northwestern University Police Department and other surrounding law enforcement agencies enforce all local, state, and federal drug and liquor laws on the Evanston and Chicago campuses, including underage drinking violations. Individuals found in violation may be issued a citation, arrested, and/or referred.

NU-Q Counseling, Health, and Wellness provides confidential counseling services to students in addition to awareness education programs for drug and alcohol use and abuse. Students may speak confidentially with a mental health professional staff member from Counseling, Health, and Wellness and may make an appointment by calling +974 4454 5073. Faculty and staff may reach out to NU-Q's Employee Assistance Program (EAP) at +974 4454 5293 or their direct UK number +44 1 865 397 074.

## Policies on Sexual Misconduct

Given our unique operating environment in Qatar, with its legal system and protections available to victims of sexual misconduct being different than those in the US, NU-Q has separate procedures that differ from those recommended to students and employees at the Northwestern University sites in Evanston, Chicago, Miami, San Francisco, and Washington, DC. The body of the policy, which can be found at [www.northwestern.edu/equity/documents/policy-on-institutional-equity.pdf](http://www.northwestern.edu/equity/documents/policy-on-institutional-equity.pdf), as well as definitions for sexual misconduct terms remain the same as the Northwestern University Policy on Institutional Equity and, for the purpose of University disciplinary proceedings, we follow the below definitions as some of the terms are not defined within Qatar law. It is important to note that within Qatar law, sexual consent is only legal between a man and woman who are married to one another and sexual conduct outside of marriage, even if consensual by the below definition, is illegal and is a punishable offense in the state of Qatar.

Northwestern prohibits all forms of sexual misconduct, including, but not limited to, sexual assault, sexual exploitation, stalking, dating or domestic violence, and sexual harassment. Such conduct violates Northwestern's values and disrupts the living, learning, and working environment for students, faculty, staff, and other community members. The University developed a Policy on Institutional Equity, which applies to all members of our community—students, faculty, and staff, as well as University vendors, contractors, visitors, guests, volunteers, interns, and third parties. This Policy applies equally to all regardless of the sex, gender, sexual orientation, gender identity, or gender expression of any of the individuals involved. The following is a summary of the University's Policy on Institutional Equity.

It is the policy of Northwestern to comply with Title IX of the Education Amendments of 1972 and its implementing regulations (and all other applicable laws regarding unlawful discrimination and harassment including, but not limited to, Title VII of the Civil Rights Act of 1964 and the Illinois Human Rights Act), which prohibits discrimination (including sexual harassment and sexual violence) based on sex in the University's educational programs and activities. It is also Northwestern's policy to comply with the Jeanne Clery Disclosure of Campus Security

Policy and Campus Crimes Statistics Act, as amended by the Violence Against Women Act (VAWA). Northwestern has designated the Title IX Coordinator, with assistance of the Deputy Title IX Coordinator and the Qatar Campus Contact for Reporting Sexual Misconduct, to coordinate Northwestern's compliance with Title IX and VAWA and to respond to reports of violations. The University has directed its Clery Program Manager to coordinate Northwestern's compliance with the Clery reporting related VAWA requirements. For more information about sexual misconduct, including VAWA and Title IX, please visit [www.northwestern.edu/sexual-misconduct](http://www.northwestern.edu/sexual-misconduct).

## Definitions

The following is a list of definitions from the University's policies. For definitions of VAWA crimes under the Clery Act, see Appendix B.

### Sexual Assault

- **Sexual penetration without consent:** Any penetration of the sex organs or anus of another person when consent is not present; any penetration of the mouth of another person with a sex organ when consent is not present; or performing oral sex on another person when consent is not present. This includes penetration or intrusion, however slight, of the sex organs or anus of another person by an object or any part of the body.
- **Sexual contact without consent:** Knowingly touching or fondling a person's genitals, breasts, or anus or knowingly touching a person with one's own genitals or breasts when consent is not present. This includes contact done directly or indirectly through clothing, bodily fluids, or with an object. It also includes causing or inducing a person, when consent is not present, to similarly touch or fondle oneself or someone else.
- **Statutory rape:** Sexual intercourse with a person who is under the statutory age of consent under the laws of the state in which the incident occurred. In Illinois, the age of consent is 17 years old. However, if the offender is in a position of authority or trust over the victim, the age of consent is 18.
- **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

### Stalking

Knowingly engaging in a course of conduct directed at a specific person that one knows or should know would cause a reasonable person to fear for their safety (or the safety of a third party) or suffer substantial emotional distress. "Substantial emotional distress" means significant mental suffering, anxiety, or alarm.

Conduct that can amount to stalking may include two or more actions directed at another person, whether done directly, indirectly, through others, via devices, or via any other methods or means (specifically including electronic means, e.g., cyberstalking), including but not limited to

- following a person;
- being or remaining in close proximity to a person;
- entering or remaining on or near a person's property, residence, or place of employment;
- monitoring, observing, or conducting surveillance of a person;
- threatening (directly or indirectly) a person;
- communicating to a person;
- giving gifts or objects to or leaving items for a person;
- interfering with or damaging a person's property (including pets); or
- engaging in other unwelcome contact.

### Dating/Domestic Violence

Dating violence is any violence (including but not limited to emotional, physical, sexual, and financial abuse or threat of abuse) between two people who are or have been in a social relationship of a romantic or intimate nature. The existence of such a relationship will depend on the length and type of the relationship and the frequency of interactions between the persons involved.

Domestic violence is violence between two people who are or have been in an intimate or romantic relationship, who share a child in common, or who live or have lived together as spouses or intimate partners. Violence against any person by that person's caretaker or guardian (such as abuse against an elderly, young, or disabled person) may also be considered domestic violence. Examples of domestic violence include but are not limited to physical, emotional, sexual, and financial abuse or threat of abuse.

## Consent

Consent represents the cornerstone of respectful and healthy intimate relationships.

Northwestern expects its community members to communicate—openly, honestly, and clearly—about their actions, wishes, and intentions when it comes to sexual behavior and to do so before engaging in intimate conduct. It is always the requirement of the individual initiating sexual contact or initiating a new type of sexual activity within an encounter to ensure that consent is present before acting and that consent is ongoing during sexual activity.

Consent is present when clearly understandable words or actions manifest a knowing, active, voluntary, and present and ongoing agreement to engage in specific sexual or intimate contact. Consent is not present when an individual does not have the capacity to give consent, voluntarily or involuntarily, due to age, physical condition, or disability that impairs the individual's ability to give consent. When determining whether a person has the capacity to provide consent, the University will consider whether a sober, reasonable person in the same position knew or should have known whether the other party could or could not consent to the sexual activity. For additional information about consent, please see the University's Policy on Institutional Equity, which is available online at [www.northwestern.edu/sexual-misconduct/title-IX/university-policies/index.html](http://www.northwestern.edu/sexual-misconduct/title-IX/university-policies/index.html).

## Reporting to the University

The University encourages reporting of sexual misconduct. Members of the University community who believe they have experienced sexual misconduct have the right to choose whether to report the incident to the University or law enforcement and have the right to choose whether to engage with the University once the University receives a report. The information below is for individuals who wish to report incidents of sexual misconduct. Anyone wishing to make a report of sexual misconduct to the Office of Equity may do so in person, by email, by regular mail, by phone, or electronically as explained below.

While anonymous reports will be reviewed by the Office of Equity, the University's ability to address alleged misconduct reported by anonymous sources is significantly limited. The staff identified below are specially trained to work with individuals who report or are accused of sexual misconduct and have knowledge about on- and off-campus resources, services, and options—including the availability of interim measures.

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### SENIOR DIRECTOR, SEXUAL MISCONDUCT RESPONSE AND RESOURCES (TITLE IX COORDINATOR)

**Contact: Colleen Johnston**

Office of Equity

1800 Sherman, Suite 4-500

Evanston

+1-847-491-3881

[colleen.johnston@northwestern.edu](mailto:colleen.johnston@northwestern.edu)

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### ASSOCIATE DIRECTOR, EQUITY AND TITLE IX COMPLIANCE (DEPUTY TITLE IX COORDINATOR)

**Contact: Amanda DaSilva**

Office of Equity

1800 Sherman, Suite 4-500

Evanston

+1-847-467-6571

[amanda.dasilva@northwestern.edu](mailto:amanda.dasilva@northwestern.edu)

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### QATAR CAMPUS CONTACT FOR REPORTING SEXUAL MISCONDUCT

**Pim Thukral, Chief Operations Officer**

Location

NU-Q 3-336

Phone

+974 4454 5008

Email

[pim.thukral@northwestern.edu](mailto:pim.thukral@northwestern.edu)

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## To File a Report Electronically

Individuals may use the form at [www.bit.ly/NUReportSexualMisconduct](http://www.bit.ly/NUReportSexualMisconduct) to electronically file a report of sexual misconduct with the Office of Equity.

An immediate auto-response email with information about resources and options will be sent in response to reports filed electronically.

## Other University Reporting Options

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### ETHICSPPOINT

*Third-party service for reporting complaints, including anonymous complaints, by phone or online*

+1-866-294-3545

[www.northwestern.edu/ethics](http://www.northwestern.edu/ethics)

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Upon receipt of a report, an Office of Equity staff member will contact the person who may have experienced sexual misconduct and provide written notification of rights and options. The outreach from the Office of Equity staff member will generally include information about medical and confidential counseling and support resources (including resources regarding health, counseling, mental health, victim advocacy, legal assistance, visa and immigration assistance, and student financial aid); options for pursuing a complaint and/or reporting the incident to law enforcement; how to request a protective order or no-contact directive; how to request interim measures from the University; how to preserve evidence; and where to access more information. The outreach will also include an invitation to meet with or provide additional information to an Office of Equity staff member.

## Privacy and Sharing of Information

The University considers reports and investigations to be private matters for the parties involved. All participants in an investigation will be informed that privacy helps enhance the integrity of the investigation, protect the privacy interests of the parties, and protect the participants from statements that might be interpreted to be retaliatory or defamatory. Witnesses and advisors will be asked to keep any information learned in an investigation meeting confidential, to the extent consistent with applicable law. While the University will maintain confidentiality as specified, the University will not limit the ability of the parties to discuss the allegations at issue in a particular case. Parties are advised, however, that the manner in which they communicate about or discuss a particular case may constitute Title IX Sexual Harassment or Retaliation in certain circumstances and be subject to discipline pursuant to the processes specified in this policy. Note that certain types of sexual misconduct are

considered crimes for which the University must disclose crime statistics in its Annual Security Report that is provided to the campus community and available to the public. These disclosures will be made without including personally identifying information.

## Education and Prevention Programs

The University offers a variety of training, awareness, and prevention programs to help prevent sexual misconduct within the Northwestern community. The University strives to ensure that such programming is developed to be culturally relevant; trauma informed; inclusive of diverse communities and identities; sustainable; responsive to community needs; informed by research or assessed for value, effectiveness, and outcome; and considerate of environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.

Northwestern's Center for Awareness, Response and Education (CARE) provides training for staff, faculty, and student leaders about responding to incidents of sexual violence, bystander intervention, and other topics by request. CARE provides training for approximately 7000 community members annually. Most of those trainings are customized and may include the following programs or a combination of topics addressed in those programs:

- **Step Up:** This is a bystander intervention training program that aims to create a more engaged Northwestern community by providing students, faculty, and staff with the basic tools to safely and effectively intervene in situations where someone might be in danger.
- **Support Starts Here:** This program gives participants the skills to effectively support a survivor of sexual violence, relationship violence, and stalking.
- **NU Men:** This 6-week program challenges participants to critically examine the systemic connections between traditional masculinity and gender-based violence.
- **SHAPE:** Sexual Health Assault Peer Educators present on a variety of topics, including consent, healthy relationships, rape culture, and bystander intervention.
- **Consent: It Starts with a Question:** This is a program where students ask questions about consent, including Northwestern's Sexual Misconduct policy, alcohol and drug use, and tips for communicating.

- **Connecting the Dots: Recognizing and Understanding Stalking:** This program teaches participants how to identify stalking behaviors and understand their impact.
- **Know Your IX:** This program provides a forum for participants to ask questions about the Title IX process at Northwestern from CARE advocates who know the process.

Additionally, the University provides annual training to investigators, and hearing panel members are trained on issues related to sexual misconduct, investigation, and resolution. For information on educational training, awareness, and prevention programs offered at NU-Q, see Appendix A.

### Bystander Intervention

Northwestern's educational programs include safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of sexual misconduct against another person.

Bystanders are individuals who observe violence or witness the conditions that perpetuate violence, and they can play a critical role in the prevention of sexual and relationship violence. They are not directly involved but have the choice to intervene, speak up, or do something about it. Education about sexual and relationship violence can help bystanders recognize the conditions and circumstances and provide suggestions on how to intervene.

The basic tenets of the "Step Up" bystander intervention training are

- Notice the event—pay attention
- Interpret as a problem—learn more
- Assume responsibility—get involved
- Know what to do—learn more
- Do something—Step Up!

While bystander intervention can take many forms, the Rape, Abuse, and Incest National Network (RAINN) ([www.rainn.org](http://www.rainn.org)) suggests the following bystander intervention actions:

- **Create a distraction.** Do what you can to interrupt the situation. A distraction can give the person at risk a chance to get to a safe place.

- **Ask directly.** Talk directly to the person who might be in trouble and ask questions like "Who did you come here with?" or "Would you like me to stay with you?"
- **Refer to an authority.** Sometimes the safest way to intervene is to refer to a neutral party with the authority to change the situation, like an RA or security guard.
- **Call the police** if you are concerned for someone else's safety.
- **Enlist others to support you.**

### Risk Reduction

Education about sexual violence, domestic violence, and stalking helps change behaviors and attitudes about sexual assault and creates a culture of consent. Training helps people recognize potentially harmful situations and identify safe and effective options to address those situations.

Abusers are responsible for their abusive behaviors and victims are never at fault for another's abusive actions. However, if you find yourself in a situation where someone is pressuring you or making you uncomfortable, RAINN ([www.rainn.org](http://www.rainn.org)) suggests some potential strategies:

- **Remind yourself this isn't your fault.** You did not do anything wrong. It is the person who is pressuring you who is responsible.
- **Trust your gut.** Don't feel obligated to do anything you don't want to do. It doesn't matter why you don't want to do something. Simply not being interested is reason enough.
- **Have a code word.** Develop a code with friends or family that means "I'm uncomfortable" or "I need help."
- **It's okay to lie.** If you are concerned about angering or upsetting this person, you can lie or make an excuse to create an exit.
- **Think of an escape route.** If you had to leave quickly, how would you do it? Locate the windows, doors, and any others means of exiting the situation.

## Reporting Sexual Misconduct and Receiving Support

*including Confidential Support and Resources at the NU-Q Campus: Summary of Information*

### Reporting Sexual Misconduct At-a-glance

1. Seek Medical Attention
2. Speak with On-Campus Confidential Resources
3. Access Off-Campus Resources
4. Contact the Police
5. Contact the University's Title IX Coordinator
6. Request Support Services
7. Preserve Evidence

### 1. Seek Medical Attention

If the survivor chooses not to go to the emergency room, s/he should still consider seeing a private doctor or a clinician to treat injuries and address concerns regarding sexually transmitted infections and pregnancy. Emergency contraception is not available in Qatar. Rape evidence collection may not be available in Qatar.

**In Qatar, if a survivor goes to the hospital, they may not retain sole discretion over whether to pursue criminal charges. Medical personnel at hospitals are required to alert the police when it appears that the person seeking treatment has sustained an injury as a result of a criminal offense, including sexual assault; the person seeking treatment then could be required to speak with the police. Survivors should visit a hospital or doctor with whom they feel comfortable. Survivors can talk to the Qatar Campus Contact for Reporting Sexual Misconduct for more information.**

Individuals who have been sexually assaulted may choose to go to the emergency room. The nearest hospitals to the Northwestern University in Qatar campus are:

#### SIDRA MEDICINE (1km from Education City)

Women and children only  
Dukhan Road opposite Northwestern University in Qatar  
Outpatient: Sunday–Thursday,  
7 a.m.–4 p.m. +974 4003 3333

#### AL-AHLI HOSPITAL (6km from Education City)

Ahmed Bin Ali Street  
Emergency 24 hours a day, +974 4489 8901  
7 days a week +974 4489 8999  
+974 4489 3349

There is also medical care available at the following location on campus:

#### QATAR FOUNDATION PRIMARY HEALTHCARE CENTER (QF PHCC)

Multaqa (EC Student Center) +974 4454 1244  
(call to inquire about timings)

### 2. Speak with On-Campus Confidential Resources

These campus resources keep communications confidential except in very limited situations (e.g. minors, imminent danger).

Counseling and Wellness is a free confidential counseling option available to Northwestern University in Qatar students who have experienced sexual assault, dating or domestic violence, or any other type of sexual violence. Counseling and Wellness will honor the privacy of the survivor's information. If the individual wants to notify the police, Counseling and Wellness staff can be a resource. Regardless of whether the survivor wants to involve police, they may benefit from talking to a professional counselor.



Counselors listen and help survivors work through any anger, pain, sadness, relationship issues, or negative coping mechanisms that may be related to sexual misconduct. Sometimes the effects are felt long after an incident occurred. It is never too late to seek counseling, even months or years later.

If NU-Q students would like to learn more about counseling and other options available to survivors, they can talk to Counseling and Wellness staff confidentially.

Students, faculty, and staff are encouraged to inquire about and understand the extent of confidentiality that any person outside of NU-Q Counseling and Wellness and the Employee Assistance Program can provide. As stated above, the confidentiality laws and regulations may differ substantially from and not offer the same protection as laws in other countries.

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#### NU-Q COUNSELING AND WELLNESS (STUDENTS)

NU-Q Counseling, Health, and Wellness can provide confidential counseling and referral services.

Office Hours	Sunday–Thursday 8:30 a.m.–5 p.m.
Phone	NU-Q 1-320 or +974 4454 5073/5082
Email	<a href="mailto:wellness@qatar.northwestern.edu">wellness@qatar.northwestern.edu</a>

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#### EMPLOYEE ASSISTANCE PROGRAM (EMPLOYEES)

NU-Q provides an EAP designed to provide employees with information, advice, and support to improve their wellness and wellbeing. Visit [www.livewell.optum.com](http://www.livewell.optum.com) and click on “My Services” for additional information (Please note that this website requires an access code, visit: [nuwildcat.sharepoint.com/sites/nuq-hr/HR%20Support%20Wiki/Employee%20Assistance%20Program.aspx](https://www.sharepoint.com/sites/nuq-hr/HR%20Support%20Wiki/Employee%20Assistance%20Program.aspx).)

Phone	+974 4454 5293 +44 1865 397 074
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### 3. Access Off-Campus Resources

Regardless of whether an individual wants to officially report sexual misconduct, they may explore independent counseling options.

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#### PRIVATE HOSPITALS WITH PHYSICAL AND MENTAL HEALTH RESOURCES AVAILABLE

Al Ahli Hospital	+974 4489 8888 +974 4489 8817
Doha Clinic Hospital	+974 4438 4333
American Hospital	+974 4442 1999
Al Emadi Hospital	+974 4466 6009

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#### GOVERNMENT HOSPITALS AND CENTERS WITH PHYSICAL AND MENTAL HEALTH RESOURCES AVAILABLE

Hamad General Hospital	+974 4439 4444
Al-Khor Hospital	+974 4474 5555
HMC Customer Service Center/Nesma'ak	
Sunday–Thursday, 7 a.m.–10 p.m.	
Friday, 2–10 p.m.	
Saturday, 10 a.m.–6 p.m.	
Phone	16060
Wifaq/Family Consulting Center ( <i>mental health resources only</i> )	+974 4406 9902

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Students may also wish to investigate private service providers of their choice but are encouraged to inquire about and understand the extent of confidentiality these providers can offer to the survivor of sexual violence. The confidentiality laws and regulations may differ substantially from the protection laws in students' home countries.

## 4. Contact the Police

Survivors are encouraged to talk to the NU-Q Chief Operations Officer for more information on what may happen if they file a police report. Generally, once a sexual assault is reported to the police, physical evidence of a struggle is collected and then the case is referred to the prosecutor, who then determines if a crime took place. The amount of physical evidence which shows a struggle will usually decide the case. If physical evidence is inconclusive, the case would be dismissed, and the survivor might either be asked to sign a statement or be jailed.

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### IN AN EMERGENCY DIAL

On campus	+974 4454 0999
Off campus	999

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### Police Reports and Respecting the Survivor's Decisions

There is no right or wrong way for a survivor to proceed. The decision to report an assault to the police is a personal one.

You should help a student or colleague make a police report if they want your help, but if they don't want to report, you should also respect that decision. Publicity, concerns over revictimization, historical poor treatment at the hands of the police, or fear of being jailed are examples of reasons a survivor might not want to involve the police.

## 5. Contact the University's Title IX Coordinator

Whether or not the individual makes a police report, they can contact and make a report to the University. An individual has the right to choose whether to report the incident to the Title IX Coordinator or the Qatar Campus Contact for Reporting Sexual Misconduct for additional options and support and/or to request an investigation.

The University will protect the identity of persons involved in reports of sexual misconduct to the best of its ability. The University will only share personally identifiable information with persons with a need-to-know in order for the University to investigate and respond or to deliver resources or support services.

To report sexual misconduct to Northwestern, contact:

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### TITLE IX COORDINATOR—EVANSTON CAMPUS

**Colleen Johnston, Title IX Coordinator**

Email [colleen.johnston@northwestern.edu](mailto:colleen.johnston@northwestern.edu)

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### DEPUTY TITLE IX COORDINATOR FOR STUDENTS

**Contact: Amanda DaSilva**

Office of Equity

1800 Sherman, Suite 4-500

Evanston

+1-847-467-6571

[amanda.dasilva@northwestern.edu](mailto:amanda.dasilva@northwestern.edu)

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### QATAR CAMPUS CONTACT FOR REPORTING SEXUAL MISCONDUCT

**Pim Thukral, Chief Operations Officer**

Location

NU-Q 3-336

Phone

+974 4454 5008

Email

[pim.thukral@northwestern.edu](mailto:pim.thukral@northwestern.edu)

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Under Northwestern policy, all University employees (including student employees) as well as graduate students with teaching or supervisory authority are obligated to promptly report sexual misconduct of which they become aware in the scope of their work for the University to the Title IX Coordinator, Deputy Title IX Coordinator, or Qatar Campus Contact for Reporting Sexual Misconduct. The Confidential Resources listed in this section (see page 22) are not subject to this reporting requirement.

## 6. Request Support Services

Support services are individualized services offered as appropriate to either or both the reporting and responding parties involved in an incident of sexual misconduct, prior to an investigation or while an investigation is pending. Support services include counseling, extensions of time or other course-related adjustments, modifications of work or class schedules, campus escort services, restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of campus, and other similar accommodations. It may be appropriate for the University to provide support services during the investigation of a complaint.

Support services will be individualized and appropriate based on the information gathered by the Office of Equity, making every effort to avoid depriving any student of their education. The measures needed by each party may change over time, and the Office of Equity will communicate with parties throughout an investigation to ensure that any interim measures are necessary and effective based on the parties' evolving needs.

An individual may request to receive support—including the measures mentioned in this section—even if they do not choose to participate in the University's Complaint Resolution Process.

To seek Support Services contact:

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### **QATAR CAMPUS CONTACT FOR REPORTING SEXUAL MISCONDUCT**

**Pim Thukral, Chief Operations Officer**

Location NU-Q 3-336

Phone +974 4454 5008

Email [pim.thukral@northwestern.edu](mailto:pim.thukral@northwestern.edu)

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### **TITLE IX COORDINATOR—EVANSTON CAMPUS**

**Colleen Johnston, Title IX Coordinator**

Email [colleen.johnston@northwestern.edu](mailto:colleen.johnston@northwestern.edu)

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## 7. Preserve Evidence

Northwestern encourages individuals who have experienced sexual misconduct to preserve evidence to the greatest extent possible as this may preserve more options for them in the future. Below are suggestions for preserving evidence related to an incident of sexual misconduct. Outside of Qatar, a forensic rape exam is a consideration for many survivors of sexual violence. Within the State of Qatar, it is a possible consideration for survivors of sexual violence.

In the State of Qatar, forensic evidence for a conviction of rape may require that there was resistance, i.e. skin of the perpetrator under the fingernails or bruises. If there is no evidence of a struggle, then an incident may not be classified as rape under Qatar law and the survivor may be accused of sex outside of marriage, which is illegal in the State of Qatar.

It is important to keep in mind that each suggestion may not apply in every incident:

- Preserve evidence of electronic communications like text messages, pictures, and/or social networking pages by saving them and/or taking screen shots.
- If there is a suspicion that a drink may have been drugged, inform a medical assistance provider and/or police as soon as possible so they can collect evidence (e.g. from the drink, through urine or blood sample).
- Because evidence that may be located on the body can dissipate quickly, consider going to a hospital or medical facility immediately to seek a medical exam. If possible, do not shower, brush teeth, or eat before going to the hospital or seeking medical attention and do not wash clothes or bedding.

## University Sexual Misconduct Complaint Resolution Process

All reports of sexual misconduct will be handled in a prompt, fair, and impartial manner following the procedures outlined in the policy under which the complaint was brought.

- The University strives to resolve all cases in a prompt and timely manner, though the timeline varies based on the circumstances of the case.
- The University will investigate complaints through a formal resolution process, involving one or more trained investigators.
- The resolution process will operate under a standard of fairness, including providing the complainant with the opportunity to describe their allegations and providing the respondent with notification of the alleged misconduct, the policy violations under consideration, and an opportunity to be heard.
- Both parties will have equal opportunities to share information and have their information considered.
- Both parties will have the opportunity to present names of witnesses they suggest the investigator(s) solicit information from and questions that they request that the investigator(s) ask the other party.
- The Office of Equity will determine whether the Policy on Institutional Equity has been violated. In the event a policy violation is found, the findings of the investigation will be provided to the appropriate University office for sanctioning.
- Both parties will be notified simultaneously of the outcome and rationale of the investigation.
- Both parties will be simultaneously notified of any avenue for appeal and when results become final. Both parties may appeal the findings and, if sanctions are imposed, a determination of sanctions.

These resolution processes can be found in their entirety in the Policy on Institutional Equity at [www.northwestern.edu/equity/documents/policy-on-institutional-equity.pdf](http://www.northwestern.edu/equity/documents/policy-on-institutional-equity.pdf).

## Advisors

An advisor is a support person who is present to provide support to a complainant or respondent throughout an investigation and/or sanctioning process. Complainants and respondents may be accompanied by one advisor throughout the investigation and any sanctioning process, provided that the involvement of the advisor does not result in an undue delay of the process. It is the responsibility of each party to coordinate scheduling with their advisor for any meetings. An advisor may not speak, write, or otherwise communicate with an investigator, panelist, or appeal reviewer on behalf of the complainant or respondent. Advisors may not engage in behavior or advocacy that harasses, abuses, or intimidates either party, a witness, or individuals involved in resolving the complaint. Advisors who do not abide by these guidelines may be excluded from the process.

In any matter involving a complaint of sexual assault, stalking, or dating or domestic violence, the advisor may be any person of the party's choosing, including an attorney. However, an advisor may not also serve as a witness in the same matter. Further, the advisor is still limited to the supportive and non-participatory role described above. A representative from the University's Office of General Counsel may attend any proceeding where an attorney serving as an advisor is present. In matters not involving a complaint of sexual assault, stalking, or dating or domestic violence, advisors cannot be a witness or party in the matter or a related matter, a family member of the complainant or respondent, or an attorney. A union representative may serve as an advisor, where applicable.

**Standard of Proof:** The University uses the preponderance of the evidence standard to determine responsibility of violations of the Policy on Institutional Equity.

## Sanctions

Violations of Northwestern's Policy on Institutional Equity may result in sanctions and corrective actions, which can include, but are not limited to,

- verbal warning
- written warning
- advisory letter
- conduct review
- disciplinary hold on academic and/or financial records
- performance improvement/management process
- required counseling or coaching
- required training or education
- campus access restrictions
- referral to the Fitness for Duty process
- no trespass order issued by Northwestern University Police Department (with respect to campus locations)
- no contact directive (with respect to an individual)
- loss of privileges
- loss of title and/or honors
- loss of oversight, teaching, or supervisory responsibility
- probation
- demotion
- loss of pay increase
- decrease in pay
- transfer (employment)
- revocation of offer (employment or admissions)
- disciplinary suspension
- suspension with pay
- suspension without pay
- expulsion
- termination of employment
- revocation of tenure
- termination of contract (for contractors)

The University may assign other sanctions as appropriate in each particular situation. Sanctions and corrective actions will be imposed in accordance with relevant policies and/or procedures and other requirements set forth in the applicable staff, faculty, or student handbook; other policies or handbooks that may be developed over time; or contracts. In addition to imposing sanctions, the University may take steps to remediate the effects of a violation on the impacted parties and others.

## Orders of Protection or Restraining Orders

In the United States, Northwestern Police can assist members of the University community in seeking orders of protection or restraining orders. Northwestern Police will inform victims of sexual violence, relationship-based violence, and stalking of the options and resources available to them. For students, this may include accessing Northwestern CARE advocates.

In Qatar, under Article 110 of the Criminal Procedures Law, the Public Prosecutor has the authority to issue an order for a suspect's "precautionary detention" if sufficient evidence is found of the suspect's guilt. In lieu of precautionary detention, the public prosecutor can also issue an order prohibiting the suspect from attending certain places or undertaking certain activities.

The Director of HSSE at Northwestern University in Qatar can assist members of the University community in seeking such orders. The Qatar Campus Contact for Reporting Sexual Misconduct will inform victims of sexual violence, relationship-based violence, and stalking of the options and resources available to them. Students are able to use the counselor for NU-Q Counseling Wellness as a confidential resource. Employees should reach out to the Employee Assistance Program (EAP) listed in the resources section for confidential counseling services.

## Information and Options for Survivors of Sexual Misconduct Abroad

Northwestern's Policy on Institutional Equity prohibits sexual assault, sexual exploitation, stalking, dating and domestic violence, and sexual harassment, whether on campus or off campus. Community members abroad are covered under this policy and the procedures it provides.

The University has resources and advocacy services available to community members. As the accessibility of resources and applicable local laws and policies vary abroad, Northwestern will work closely with the student to create a safe environment and prioritize healing.

For additional information visit [www.northwestern.edu/global-safety-security/emergencies-abroad/sexual-misconduct](http://www.northwestern.edu/global-safety-security/emergencies-abroad/sexual-misconduct).

## Miscellaneous

The Student Code of Conduct applies to all students. The University reserves the right to investigate and resolve reports of alleged misconduct in the following circumstances:

- events involving students, a group of students, or a student organization affiliated with any school or department or the University as a whole (undergraduate or graduate).
- events occurring from the time of a student's application for admission through the actual awarding of a degree (even if the conduct is not discovered until after a degree is awarded), including, but not limited to,
  - during the academic year;
  - before classes begin or after classes end;
  - during time pursuing credit away from the campus (e.g., study abroad, internships, co-ops);
  - during periods between terms of actual enrollment;
  - while on leave from the University; and
  - occurring either on or off campus.

The University reserves the right to investigate and resolve any report or incident in which a student is alleged to violate any of the principles or policies published by the University or local, state, or federal laws or policies, regardless of the location where the incident occurs. Students are also expected to follow the policies and procedures of institutions that they may visit, including during international travel.

University guests are expected to follow all University policies. Student hosts are accountable for the conduct of their guests and may be subject to disciplinary action as the responsible party for violations of University policy incurred by their guests.

# Appendix A

## Qatar Campus Training

### *Specifically focused on sexual assault, domestic violence, dating violence, and stalking*

The Northwestern University main campus (Evanston) continues to work with Northwestern's remote campuses in developing additional training initiatives, programs, and campaigns in accordance with the Violence Against Women Act. On average, the NU-Q campus supports around 420 students and has 38 on-site faculty and 88 staff (not including part-time, temporary, or adjunct employees).

Establishing and evaluating VAWA training initiatives, programs, and campaigns will be an ongoing process on the Qatar campus.

NU-Q has revised documents that provide specific roles and responsibilities for CSAs, faculty, staff, and students. These have been distributed annually since March 2015.

In September 2016, NU-Q administrators, in conjunction with the Evanston campus Human Resources Learning and Organizational Development division, required the Northwestern VAWA-related online training for NU-Q faculty and staff members.

As part of student orientation, a training is presented on creating a safe community through Title IX protections. This training became part of student orientation in August 2017 and on-going annually since that time. In 2020, there was supplemental engagement with the NU-Q community from both the Title IX Coordinator and Deputy Title IX Coordinator for students.

NU-Q Counseling and Wellness regularly partners with other Education City universities on campus in Qatar to bring a local speaker to campus to discuss violence against women issues with faculty, staff, and students. NU-Q will continue to look for opportunities to bring speakers to campus.

Topical posters and handouts for NU-Q faculty, staff, and students have been distributed. The NU-Q administration is also exploring VAWA informational sessions that can be incorporated into the annual orientation for faculty, staff, and students. NU-Q takes the cultural context of these issues into account when planning training.

Currently, NU-Q engages in some educational programming to prevent domestic and dating violence. Educational programming consists of primary prevention and awareness programs for students. The frequency of in-person trainings for self-defense, bystander intervention, and Wellness Wednesday resource tables has been adjusted to accommodate COVID-19 restrictions. Counseling and Wellness and the Business and Risk Analyst have developed risk training for student travel, which has a component on sexual assault, domestic violence, dating violence, and stalking. This is an online module that students and trip leaders are required to take prior to any University-sponsored travel.

Counseling and Wellness is the primary provider of sexual violence education and prevention on campus. Sessions on the prevention of sexual violence for the entire campus community are available upon request. Education awareness and risk reduction sessions are available in the following areas: sexual assault, bystander intervention, drug- and alcohol-facilitated sexual assault, healthy relationships, communication and consent, relationship violence, and how to support a survivor of sexual assault. To schedule a program, email [wellness@qatar.northwestern.edu](mailto:wellness@qatar.northwestern.edu).

## 2020 Crime Prevention, Safety, and Security Awareness Program List

Name of Program or Campaign	Audience	Attendance	Dates Offered	Required	Description
<b>Compound Warden and Calling Tree Coordinator</b>	All Compound Warden and CTCs	Refresher training available online during campus closure due to pandemic.	Online	Yes	This is a role for selected staff members. The training covers the roles and responsibilities of the Compound Warden and CTCs during an emergency situation and community preparation in case of emergency evacuation.
<b>First Aid and AED Training</b>	Compound Warden, CTCs, coaches, and facility staff	Online	Online	Offered on request during campus closure	Certified First Aid and AED Training delivered by Qatar Aid Crescent.
<b>Crisis Management Team Training</b>	All members of the Crisis Management Team, Implementation Group	Virtual training delivered online to CMT	Online on request	Offered on request during campus closure	Presentation on CMT roles and responsibilities followed by short table-top exercises.
<b>Emergency Planning Workshop</b>	Outreach to all Education City universities— emergency planning staff and external organizations	All QF partner Universities	On request	No	Ongoing workshops focused on COVID-19 were delivered to support Qatar Foundation and partner universities on emergency planning including Active Threat.
<b>Emergency Evacuation Drill</b>	Offered to essential staff occupying building during campus closure	50	June 2020	Yes	Practical awareness of building evacuation procedures followed by debrief for fire wardens and security guards.
<b>Emergency Communications Test</b>	All faculty and staff	140	October 29, 2020	Yes	These tests are to practice the mass notification messaging systems and manual calling tree system.



<b>Name of Program or Campaign</b>	<b>Audience</b>	<b>Attendance</b>	<b>Dates Offered</b>	<b>Required</b>	<b>Description</b>
<b>Emergency Response Team Training</b>	All NU-Q security guards and Facilities Management staff	12	January 2020	Yes	This training covers Emergency Response Procedures to emergency events within the building.
<b>Fire Warden Training</b>	All NU-Q Fire Wardens	Refresher training available online during campus closure due to pandemic.	Online	Offered on request during campus closure.	This training covers roles and responsibilities of Fire Wardens and practical evacuation training.
<b>COVID-19 Return to Campus</b>	All members of the NU-Q Community	550	August 2020	Yes	This training covers health, safety, and security obligations to reduce the likelihood of COVID-19 within the community
<b>New Student Orientation</b>	All new students	Approx. 120 incoming students	August 2020	Yes	Presentations by Counseling and Wellness; Student Affairs; and Qatar Campus Contact for reporting sexual misconduct covering University Policy on Sexual Misconduct, Stalking, and Dating and Domestic Violence.
<b>Office of Equity Town Halls</b>	NU-Q Students	137	August 31, September 22, and September 23, 2020	No	Student Affairs conducted three town halls with the Office of Equity. One on the new Policy on Institutional Equity, one on discrimination, and one on sexual misconduct.
<b>Online Pre-departure Training for University-related or Sponsored Travel</b>	NU-Q students	As needed for students prior to travel	As needed for students prior to travel during the year	Yes	Training includes discussion of sexual assault and violence prevention and awareness, bystander intervention, and risk awareness.

Name of Program or Campaign	Audience	Attendance	Dates Offered	Required	Description
<b>Wellness Wednesday</b> <b>“Relationship Violence: Stop the Silence”</b> <b>(asynchronous)</b>	NU-Q Community	N/A	N/A	No	Educational materials distributed on social media identifying the behaviors of domestic violence, dating violence, sexual assault, and stalking as prohibited conduct; the options for bystander intervention; and risk awareness and reduction.
<b>Awareness media campaign</b>	NU-Q community	N/A	N/A	No	Educational materials distributed on social media identifying the behaviors of domestic violence, dating violence, sexual assault, and stalking as prohibited conduct; the options for bystander intervention; and risk awareness and reduction.

# Appendix B

## Clery Act Crimes and Clery Act Geography Definitions

### Clery Act Crimes

**Murder and Non-Negligent Manslaughter:** The willful (non-negligent) killing of a human being by another. Note: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, traffic fatalities, fetal deaths, and justifiable homicides are excluded.

**Manslaughter by Negligence:** The killing of another person through gross negligence. Note: Deaths caused by the person's own negligence, accidental deaths not resulting from gross negligence, and traffic fatalities are excluded.

**Robbery:** The taking or attempting to take anything of value from 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.

**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 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.

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

**Sexual Assault (Sex Offenses):** Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

a. Rape is the 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. This offense includes the rape of both males and females.

b. Fondling is the touching of the private body parts of another person for the purpose of sexual gratification without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

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

**Dating Violence:** Dating Violence is violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition,

- dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence:** Domestic Violence is defined as a felony or misdemeanor crime of violence committed

1. by a current or former spouse or intimate partner of the victim;
2. by a person with whom the victim shares a child in common;
3. by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
4. by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
5. by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Stalking:** Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or to suffer substantial emotional distress. For the purposes of this definition,

- 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 a person's property.
- reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
- substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

## Clery Act Reportable Arrests and Referrals

**Drug/Narcotic Violations:** The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drug

**Liquor Law Violations:** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

**Weapons Violation:** Violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

## Clery Act Reportable Hate Crimes

**Hate Crimes:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

Although there are many possible categories of bias, under the Clery Act only the following eight categories are reported:

- **Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness
- **Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other through a common heritage, often consisting of a common language, common culture (often including a shared religion), and/or ideology that stresses common ancestry.
- **Gender:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.
- **Gender Identity:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.
- **National Origin:** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.
- **Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, Blacks or African Americans, whites.
- **Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.
- **Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.

For Clery Act purposes, Hate Crimes include any of the following offenses that are motivated by bias:

- Murder and Non-Negligent Manslaughter
- Sexual Assault
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Larceny-Theft
- Simple Assault
- Intimidation
- Destruction/Damage/Vandalism of Property
- **Larceny-Theft (Except Motor Vehicle Theft):** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession but is in a position to exercise dominion or control over a thing.
- **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.
- **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.
- **Destruction/Damage/Vandalism of Property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

## Clery Geography

Under the Clery Act, reported crimes must have occurred on or within what is referred to as the institution's "Clery Geography." This includes property located in the following areas:

**On-Campus:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographical area and used by Northwestern in direct support of, or in a manner related to, institutional educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the geographical area mentioned above in this definition, that is owned by Northwestern but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**Non-Campus:** Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is being used in direct support of, or in relation to, the institution's educational purposes, is frequented by students, and is not within the same reasonably contiguous geographic area of the institution.

**Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.

**Institutions with shared campuses:** As NU-Q shares a campus with other Title IV institutions, the campus map has been jointly agreed upon. Statistics included in the Annual Security Report are therefore for the whole campus area and not only for the building occupied by NU-Q. Students in Education City are allowed to cross register and therefore may be found in any of the Title IV institutions on the campus. The campus area also includes a student center (with a food court), recreation facilities, and the HBKU (Qatar Foundation) student housing, among other shared public spaces that are reasonably contiguous.

# Appendix C

## Local and University Resources: Qatar Campus

### Local

#### On-Campus Security—Qatar Foundation

Building 2 (CP2), ground floor, Room G-04: control room Central Plant

**Main security** +974 4454 0999

#### Emergency Response

Police, Fire, Ambulance 999

**NU-Q Emergency Notification** +974 4454 5291

#### NU-Q Urgent Mental Health

**Concerns On-Call Line** +974 3061 8481

**Confirmed Employees Only** +974 4454 5292

**Hamad General Hospital** +974 4439 4444

**Hamad Women's Hospital** +974 4439 6666

**QF Primary Health Care Clinic** +974 4454 1244  
or +974 4454 1240

#### Aman Protection and Social Rehabilitation Hotline

919

#### Aman Protection and Social Rehabilitation

+974 4409 0999

**Qatar Telecommunications:** Telephone, facsimile, internet, and cell phone (GSM) services are managed by Ooredoo, previously known as Q-Tel, currently the biggest communication provider in Qatar. Ooredoo changed its telephone numbering system from seven digits to eight in 2010. If you see old listings with seven-digit telephone numbers, simply repeat the first number. Vodafone is the newest communication provider in Qatar, providing services to a limited number of users.

**Emergency assistance:** Emergency assistance for US citizens is available 24 hours a day. In the event of an emergency, please call +974 4488 4101 to reach an embassy duty officer.

**Travel Information:** For the latest information, US citizens should monitor the US Department of State website for travel alerts. Updates also can be obtained by calling +1-888-407-4747 toll-free in the US and Canada, or +1-202-501-4444 elsewhere, between 7 a.m. and 7 p.m. (CST) on weekdays. For further information, please review the Traveler's Checklist at [travel.state.gov/content/passports/en/go.html](https://travel.state.gov/content/passports/en/go.html).

## University Contacts, Qatar

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Sexual Misconduct  
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Cell +974 5006 7245

### Jumana Al-Abdi / Patricia Collins

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Office (Patricia Collins) +974 4454 5073  
Cell +974 3061 8481

### Michael McDonough

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Cell +974 5584 7532

### Ali Kadkhodaei

Government Relations Manager  
Office +974 4454 5126  
Cell +974 7000 8334

## University Contacts, Evanston and Chicago

### Erin Rae Libby

Manager, Evanston Support Office  
Office +1-847-467-0900  
Cell +1-773-844-4556

### Northwestern University Police Department

Office +1-847-491-3456  
Email [universitypolice@northwestern.edu](mailto:universitypolice@northwestern.edu)  
Fax +1-847-491-4931  
TDD +1-847-467-7883

Women's Center, Evanston office +1-847-491-7360

Women's Center, Chicago office +1-312-503-3400

Counseling and Psychological  
Services (CAPS) +1-847-491-2151

# Appendix D

## Global Rescue

NU-Q has contracted with a company called Global Rescue, located in Lebanon, New Hampshire, to provide world-wide assistance for emergency medical and evacuation services for all students and employees in Qatar and during travel for University-related activities. All students are required to enroll in a recognized insurance company program which is separate from Global Rescue. Global Rescue services are intended to augment NU-Q provided health and travel insurance where necessary. Global Rescue coordinates with insurance providers to request reimbursement where appropriate.

The services provided by Global Rescue range from telephone advice and referrals to full-scale evacuation. Global Rescue membership is provided by NU-Q free of charge to its students, employees, and employees' dependents to protect against a variety of difficulties that could arise. The Global Rescue program is designed to supplement the policies, procedures, and support staff that Northwestern University already has in place.

It is important to understand that although Global Rescue will offer students and employees travel, medical, and security advice and services, Global Rescue is not health insurance. NU-Q ensures that all students traveling abroad for University-related activities are covered by the travel medical insurance program purchased by NU-Q.

Whenever traveling or living abroad, students and employees can access up-to-date reports on health issues, medical care, and vaccination requirements for more than 200 countries worldwide via the Global Rescue website—the home page for travel health and safety information (located at [grid.globalrescue.com](http://grid.globalrescue.com)). NU-Q students who travel internationally, outside of

Qatar, on University-sponsored trips are required to provide requested information to the member of the staff assigned to serve as the trip advisor or coordinator. The purpose is to ensure that important information about the students' travel is available and accessible to the University and its service providers in the event of a crisis or emergency.

Approval of student travel for University-related activities includes an assessment of the risk to student safety in the destination country. A Travel Advisory Report for the destination country is available upon request and is supplied by NU-Q's Business and Risk Analyst as advised by global security consultants and other security resources at their disposal.

As instructed during the trip orientation, the first contact for students who are abroad should always be the trip advisor. If a student is traveling and/or in a situation where s/he is not able to reach that person, s/he should contact Global Rescue (see [www.globalrescue.com/common/contactus.html](http://www.globalrescue.com/common/contactus.html) for Global Rescue contact information) in cases of emergency or NU-Q Student Affairs Office at +974 4454 5070 for other queries. Students who are visiting the campus of Northwestern University in Evanston can contact the Qatar Support Office at +1-847-467-0900, which will provide guidance and will contact the University's on-call staff. In an emergency situation, students may also contact Northwestern Police at +1-847-491-3254.



# Appendix E

## Qatar Campus / Crime Data

Offense (Reported by Hierarchy) <sup>2</sup>	Year	Crime Occurrence Locations <sup>1</sup>			
		On Campus	Non-Campus	Public Property	Total
Murder and Non-Negligent Manslaughter	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Manslaughter by Negligence	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Rape	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Fondling	2020	0	0	0	0
	2019	0	0	0	0
	2018	1	0	0	1
Incest	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Statutory Rape	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Robbery	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Aggravated Assault	2020	1	0	0	1
	2019	0	0	0	0
	2018	0	0	0	0
Burglary	2020	0	0	0	0
	2019	0	0	0	0
	2018	1	0	0	1

1. On campus statistics include locations within Education City and not only NU-Q building.

2. Hierarchy Rule for Multiple Offenses: When counting multiple Clery Act reportable offenses, the FBI's UCR Hierarchy Rule is applied. This rule requires that only the most serious offense be counted when more than one offense was committed during a single incident. The hierarchy rule does not apply to incidents involving Arson, Domestic Violence, Dating Violence, Stalking, and any incidents involving Hate Crimes. These crimes are always counted in addition to, and regardless of the nature of, any other Clery reportable offenses that were committed during the same incident.

Crime Occurrence Locations<sup>1</sup>

Offense (Reported by Hierarchy) <sup>2</sup>	Year	On Campus	Non-Campus	Public Property	Total
Motor Vehicle Theft	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Liquor Law Arrests	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Drug Law Arrests	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Weapon Law Arrests	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	2020	0	0	0	0
	2019	0	0	0	0
	2018	1	0	0	1
Arson	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Domestic Violence	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0

1. On campus statistics include locations within Education City and not only NU-Q building.

2. Hierarchy Rule for Multiple Offenses: When counting multiple Clery Act reportable offenses, the FBI's UCR Hierarchy Rule is applied. This rule requires that only the most serious offense be counted when more than one offense was committed during a single incident. The hierarchy rule does not apply to incidents involving Arson, Domestic Violence, Dating Violence, Stalking, and any incidents involving Hate Crimes. These crimes are always counted in addition to, and regardless of the nature of, any other Clery reportable offenses that were committed during the same incident.

**Crime Occurrence Locations<sup>1</sup>**

<b>Offense</b> (Reported by Hierarchy) <sup>2</sup>	<b>Year</b>	<b>On Campus</b>	<b>Non-Campus</b>	<b>Public Property</b>	<b>Total</b>
<b>Dating Violence</b>	2020	0	0	0	0
	2019	0	0	0	0
	2018	2	0	0	2
<b>Stalking</b>	2020	5	0	0	5
	2019	4	0	0	4
	2018	1	0	0	1

1. On campus statistics include locations within Education City and not only NU-Q building.

2. Hierarchy Rule for Multiple Offenses: When counting multiple Clery Act reportable offenses, the FBI's UCR Hierarchy Rule is applied. This rule requires that only the most serious offense be counted when more than one offense was committed during a single incident. The hierarchy rule does not apply to incidents involving Arson, Domestic Violence, Dating Violence, Stalking, and any incidents involving Hate Crimes. These crimes are always counted in addition to, and regardless of the nature of, any other Clery reportable offenses that were committed during the same incident.

**Bias Type for Crimes Manifesting Prejudice**

Northwestern University is responsible for reporting Clery Act defined Hate Crimes by category of prejudice, geographic location, the year an incident is reported in, and the category of crime (including any crime perpetrated on the basis of prejudice that results in bodily injury). Hate Crime data is obtained from University CSAs and the Qatar Foundation.

**Crime Occurrence Locations<sup>1</sup>**

<b>Year</b>	<b>Offense</b>	<b>Category of Prejudice<sup>2</sup></b>	<b>On Campus</b>	<b>Non-Campus</b>	<b>Public Property</b>	<b>Total</b>
2020	N/A	N/A	0	0	0	0
2019	N/A	N/A	0	0	0	0
2018	<b>Assault</b>	<b>Sexual Orientation</b>	1	0	0	1

1. On campus statistics include locations within Education City and not only NU-Q building.

2. For Clery Act purposes, Hate Crimes include any of the following offenses that are motivated by bias: Murder and Non-Negligent Manslaughter, Sexual Assault, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Larceny-Theft, Simple Assault, Intimidation, Destruction/ Damage/Vandalism of Property.

**Unfounded Crimes**

Unfounded reports are not recorded in the total crime numbers, though they are also listed under a category as “Unfounded.” Reports are only declared “Unfounded” where sworn or commissioned law enforcement personnel have fully investigated the reported crime and have made a determination that the crime report is false or baseless and therefore “unfounded.”

**2020:** No unfounded crimes

**2019:** No unfounded crimes

**2018:** No unfounded crimes

# Northwestern

**Northwestern University**

**Risk, Internal Audit, and Compliance**

2020 Ridge Avenue

Evanston, Illinois 60208