

THIRTY- FIRST  
ANNUAL CAMPUS  
SECURITY REPORT  
AND  
THIRTEENTH ANNUAL  
FIRE SAFETY REPORT

Annual Report for the Period of  
September 1, 2021 – August 31, 2022

Office of Security & Life Safety

T: 212.431.2123

E: [Security@nyls.edu](mailto:Security@nyls.edu)

Main Number: 212.431.2100

Visitor Center: 212.431.4185

Emergencies: 212.431.2123 or 911

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**EMERGENCY NUMBERS .....212-431-2123 (24 hours a day, 7 days a week)**

**Office of Security and Life Safety**  
**185 West Broadway**  
**West Campus Building - Room W102.2**  
**New York, New York 10013**  
**212-431-2100 (Telephone)**  
**212-274-9211 (Facsimile)**  
[Security@nyls.edu](mailto:Security@nyls.edu)



## The Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, more commonly known as the Clery Act, was named in memory of Lehigh University freshman Jeanne Clery, who was assaulted and murdered on April 5, 1986, in her residence hall by a fellow student she did not know. The Clery Act requires all colleges and universities that participate in any federal program to do the following:

- Publish an annual report by October 1 that contains all campus crime and fire safety statistics for the past three years as gathered by the Office of Security and Life Safety
- Issue emergency notifications involving health or safety to all community members
- Maintain a public fire log record of any fire that occurred on campus, including student housing

You may view the statistics reported to the Office of Post-Secondary Education by visiting their website <https://ope.ed.gov/security>. Compliance with the Clery Act does not violate FERPA or any other law. Community members who report crimes or are involved in any aspect of compliance are protected from retaliation.

## Timely Warning and Emergency Notifications Policy

### Overview

In the event of criminal activity occurring on the New York Law School (also known as the “Law School” or “NYLS”) campus, or on certain other property, that constitutes a serious or continuing threat to members of the campus community, a campus-wide Timely Warning will be issued to all students and employees. The intent of a timely warning is to aid in the prevention of similar crimes, including helping members of the NYLS community protect themselves.

Anyone with information regarding criminal activity that may warrant a timely warning should immediately report the circumstances to Paul Repetto, Chief of Building Operations & Security, at [paul.repetto@nyls.edu](mailto:paul.repetto@nyls.edu) or 212-431-2836. In an emergency, please call 911.

To view the complete policy, go to <https://www.nyls.edu/timely-warning-and-emergency-notification-policy> for the latest policy in effect.

## Crime and Fire Records

The Office of Security and Life Safety maintains all records at the Security Command Center, Room W102.2, located in the West Campus Building. All incidents reported to the Office of Security and Life Safety are entered into the daily log and a separate incident report is generated. In all public logs, the victim’s or alleged perpetrator’s personal information is excluded.

## Advisory Committee on Campus Security

The NYLS Advisory Committee on Campus Safety is made up of faculty, students, and employees who review current campus security policies and procedures and make recommendations for improvement. The committee is chaired by a faculty member and the Chief of Building Operations and Security acts as a liaison to the Committee. The Committee held various meetings during this reporting period to improve safety on the campus; one such meeting on Article 129 of the New York State Education Law took place on June 13, 2022.

# Emergency Preparedness, Evacuation, and Notifications

The New York Law School Office of Security and Life Safety continually assesses the operational needs of the community and meets on a bi-weekly basis. The fire organization and brigade teams, made up of employees within the Law School community, receive training on-campus by the Office of Security and Life Safety before the fall and spring evacuation drills. All members of the Office of Security and Life Safety receive their semi-annual security guard and Cardiopulmonary Resuscitation (CPR) training in-house by certified members of the security team. New York Law School is also a New York State certified school for Security Guard Services.

Evacuation drills are conducted at the Law School campus three times per year. During each evacuation drill, all community members are directed to the primary and secondary assembly areas located on West Broadway and Varick Streets between Leonard and Franklin Streets.

Emergency notification tests via the NYLS Notify system are conducted monthly for key members of the Office of Security and Life Safety and two times per year for the entire Law School community. The results of such emergency tests are then documented and reviewed by the Chief of Building Operations and Security. Any recommendations for changes or improvements following such drills and tests also will be documented. Issues impacting operations at the campus are posted on the Law School's emergency web page, <http://emergency.nyls.edu>, and will be disseminated to students and staff through mass email or the Notify NYLS system.

The Office of Security and Life Safety will always respond to reports of emergencies or dangerous situations on the Law School campus. Campus security personnel who respond will assess the situation and determine if the event presents a serious threat to the Law School community that requires elevation to the proper authorities and will coordinate the response and communications. Any member of the Law School community who is presented with an emergency can dial 911 from the nearest campus phone, which will trigger a notification and response from campus security and also notify the New York City Police Department (NYPD).

Security officers are provided guidance and receive training on how to respond to emergencies, including situations that require fire department and/or medical employee assistance. The officers are required to report all situations that might result in injury to people, loss, or damage to personal and Law School property and all other violations of the law to their supervisor, the Chief of Building Operations and Security, and/or the Manager of Maintenance.

## Notify NYLS

All community members should keep their current contact information up to date to receive important text, voice, or email messages regarding campus operations. All NYLS Staff log onto <https://notifynyls.bbcportal.com/> and students log onto <https://go.nyls.edu>. Notify Emergency Tests to the NYLS community were conducted on September 3, 2021 (Fall) and April 22, 2022 (Spring).

## Office of Security and Life Safety

The Office of Security and Life Safety is committed to the safety of each Law School community member and is made up of various employees of NYLS and our contract service provider, Mulligan Security Corp. Security is present at the campus 24 hours a day, seven days a week, regardless of whether the campus is open or closed.

Also, the Office of Security and Life Safety provides Fire Life Safety Directors (FLSDs) who are present between the hours of 7 am and 11 pm daily when the campus population meets or exceeds FDNY requirements. The Security Command room is located in the West Campus building, room 102.2, in the freight lobby that leads to Leonard Street.

Sean Frett, the Manager of Security & Life Safety, oversees all aspects of Security and Life Safety at the Law School under the Chief of Building Operations and Security and oversees all training programs as the instructor, including the NYS certified training school and various training courses each security officer receives.

During this reporting period, the Office of Security and Life Safety responded to various incidents in and around campus to assist those community members who had questions and/or concerns about being on campus during the pandemic. Additional personnel were assigned accordingly when the campus was accessible. During this reporting period, seventeen (17) incident reports were filed as follows: three (3) false alarm, seven (7) aided, one (1) trespassing, three (3) vandalism and three (3) theft reports.

The Office of Security and Life Safety is staffed by approximately thirteen (13) full-time personnel licensed by the State of New York as Security Officers, under the supervision of the Chief of Building Operations and Security. As such, the authority of the Office of Security and Life Safety personnel to reasonably detain individuals suspected of criminal activity on the campus is the same as any property owner or their designee. These security officers are unarmed and do not possess police powers. They are stationed at fixed command posts throughout the campus as follows:

<b>West Campus Desk</b>	<b>185 West Broadway</b>	24 hours per day, 7 days per week
<b>Center Campus Desk</b>	<b>55 Worth Street</b>	7 am to 7 pm, Monday to Friday (Except holidays)
<b>East Campus Desk</b>	<b>57 Worth Street</b>	Non-operational at all times except for construction

## Mission and Statement

At New York Law School the security and safety of the campus community and visitors is always our top priority. The Office of Security and Life Safety takes a proactive approach to campus security, safety, and emergency preparedness by providing a broad range of services that meet the needs and expectations of a safe community. Our goal is to maintain the safety and security of all persons and property at NYLS. Most importantly, campus safety is a collective and collaborative effort; personal safety is a partnership at NYLS between those whose responsibility it is to develop and enforce policies and procedures and the community whom we serve.

Every tour consists of one security officer who performs interior and exterior patrols as necessary and enters their findings into LogCheck, which is a mobile tool to assist staff with logging their activities during and upon completion of their shift.

## Cooperative Partners

The Office of Security and Life Safety works closely with the NYPD 1<sup>st</sup> Precinct and the NYPD Community Affairs Division, located close to the Law School at 16 Ericsson Place. On May 1, 2015, NYLS and the NYPD entered into a Memorandum of Understanding (MOU) to investigate criminal offenses involving violent felonies and/or missing students at the Law School.

Also, we maintain communications with the NYPD via subscription to CityWide-CityLink, which provides direct contact and critical incident broadcasts throughout New York City. The Office of Security and Life Safety also partnered up with the [Citizen](#) team to get real-time notification of events happening around the NYLS Tribeca campus.

The Office of Security and Life Safety also works closely with the local firehouse, FDNY Engine 7, Ladder 1, Battalion 1, located nearby at 100 Duane Street, to ensure the Tribeca campus is always following applicable laws and regulations. The Office of Security and Life Safety also coordinates on occasion with US Secret Service, State Department, and FBI officials when dignitaries and/or government officials visit our Law School.

# Investigations

Section 6434 of the State of New York Education Law requires college and university security departments to report violent felony offenses as defined in subdivision one of Section 70.02 of the New York State Penal Law. Should a violent felony offense occur at, or on the grounds of, a college or university, the local police authority must be promptly contacted.

If a violent felony occurs at or on the grounds of the Law School, the most senior security employee on duty will contact the NYPD for assistance and notify the Chief of Building Operations and Security. If the situation warrants, emergency medical services personnel will also be notified. The security supervisor will direct other security employees to secure the location where the incident took place to preserve possible evidence until the arrival of the police. All security and Law School employees will assist the NYPD with their investigation in compliance with the State of New York Education Law. The Law School community will be notified of this incident promptly, consistent with our Timely Warning and Emergency Notifications policy (see page 3). The security officer involved will prepare an incident report which includes the observations of all witnesses. The security officer will submit the report to the security supervisor, who in turn will submit it to the Chief of Building Operations and Security and senior Law School executives.

## Access to NYLS Campus Buildings

The New York Law School Tribeca campus is made up of three (3) campus buildings as follows:

West Campus 185 West Broadway/185WB A.K.A. “W” campus building

Operational hours: 7 am to 11 pm daily

All-access for students and community members.

Center Campus 55 Worth Street/55W A.K.A. “C” campus building

Operational Hours: Normally 7 am to 7 pm weekdays (Except Holidays)

\*All-access for faculty and staff

East Campus 57 Worth Street/57W A.K.A. “E” campus building

No entrance at this location (Emergency exit only)

**Due to current COVID-19 restrictions, all persons on campus must be vaccinated, including at least one booster dose (unless they have a documented medical, or religious exemption), wear a proper face covering as recommended, and pass a daily health questionnaire on an application hosted by LiveSafe before gaining access. Community members with vaccine exemptions must submit weekly negative COVID test results.**

### 185 West Broadway

This campus building, also identified as the West campus building, is the main entrance into and exit from the Law School. The entrance is open to all members of the Law School community between the hours of 7 am and 11 pm daily. Only authorized and limited visitors are permitted during the operating hours of 7 am to 7 pm daily. Visitors must produce a valid identification, submit their LiveSafe app results, and will be issued an access badge. The main entrance also serves as the primary Americans with Disabilities Act (ADA) entrance to the campus as there are air-assist doors located on the north portion of the main entrance doors. Smoking is not permitted at this location. The West campus building consists of four floors below grade, three of which are in the library and one which houses our auditorium. Above grade, there are five floors, consisting of the main floor, classrooms, and the events center on the second floor, classrooms on the third and fourth floors, and classrooms and the cafeteria on the fifth floor, including an exterior dining terrace. The loading dock entrance for deliveries is located at 52 Leonard Street.

## **55 Worth Street**

This campus building, also identified as the Center campus building, is divided into east and west portions. The Center campus building proudly serves as the home of the Joe Plumeri Center for Social Justice and Economic Opportunity, established in 2015. The Center campus consists of two levels below grade housing the Student Organization Centers, and five floors above grade comprised of office space, classrooms, clinic centers, and flex rooms. There is an ADA elevator located in the eastern portion.

## **57 Worth Street**

This campus building is also identified as the East campus building. It also houses part of the Plumeri Center and consists mainly of administrative offices for faculty and staff. The main entrance is closed at all times. The entrance on 234 Church Street serves as the off-street delivery entrance and an additional ADA entrance during normal campus hours. 57 Worth Street is the original Law School building and consists of two levels below grade, one of which houses the Copy Center/Mailroom, and ten levels above grade consisting of office space, a student clinic, and organization space.

# **Card Access Permissions**

## **Students**

185 West Broadway (West campus) turnstiles: 7 am -11 pm daily.

Student Organizations and Clinics (for members)

**\*Students, in general, are not issued or permitted to have campus keys.**

## **Faculty**

185 West Broadway (West campus) turnstiles and ADA door: 24/7

55 Worth Street (Center campus) main entrance door and secondary reader when operational and security officer is posted. **Reopened on September 1, 2021, for access by faculty and staff.**

## **Administrative Staff**

185 West Broadway (West campus) turnstiles: 7 am -11 pm, Monday through Friday

185 West Broadway (West campus) ADA door and intercom; All other hours.

55 Worth Street (Center campus) main entrance door and secondary card reader:

**\*Only authorized NYLS personnel have access to the 234 Freight entrance card readers.**

# **Disability Access to NYLS Campus Buildings**

The NYLS campus is committed to providing access to all members of the community and its visitors.

There are various locations in which easy access can be established, as follows:

185 West Broadway (West campus): main ADA door (Air Assisted)

55 Worth Street (Center campus): F1 elevator with off-street access.

57 Worth Street (East campus): 234 Church Street freight area

**\*Access to 234 Church Street currently requires prior arrangement with the Office of Security and Life Safety.**

There are accessible restrooms available throughout the campus as follows:

**185 West Broadway** (West campus): all restrooms are ADA accessible.

(ADA restrooms on the auditorium level, W1, W2 and W5 are now air assisted)

**55 Worth Street** (Center campus): Floors C, 1, C3, C4, and C5 have ADA-accessible restrooms.

(ADA restroom in the Plumeri Center on the main floor is air assisted)

**57 Worth Street** (East campus): Floors 2, 4, 5, 8, and 9 have ADA-accessible restrooms.

(ADA restrooms on E8 are gender-neutral and have air assist on doors)

# Crime Prevention Education and Awareness

Through the Office of Security and Life Safety, the Safety-First program has provided community-wide safety programs and literature. Handouts and postings are always available for students and community members at the literature rack located in the Center Campus building's Plumeri Center, near the Office of Information Technology (OIT) helpdesk Office; the Office of Security and Life Safety in the West Campus building room W102.2; and the Office of Student Life on the 5<sup>th</sup> floor of the East Campus building. The Safety-First Programs include:

## Operation ID

NYLS and NYPD usually coordinate two times per year to have personnel on-site to mark any valuable electronic devices with a special assigned serial number in the event they are lost or stolen and then recovered. Operation ID did not take place during this reporting period due to limited access in the fall of 2021 and the Office of Security and Life Safety is currently arranging a date for the fall of 2022.

## NYLS Emergency Page General Postings and Tips

NYLS posts general tips on its emergency page every month advising all community members of activities in and around the New York City Area.

## Bystander Intervention Training

All student leaders and 1L's received this training in person or via zoom coordinated with the Title IX Co-Coordinator office on November 9 7 11, 2021, staff and adjuncts on March 8 & 9, 2022, Faculty on May 11, 2022 and First year students and transfers April 29, 2022.

## Title IX Training

All NYLS community members received training as follows: Administrative staff received a Title IX refresher course on March 8 and 9, 2022, via Zoom. All incoming and transfer students received their training on August 15, 2022, all other students do not require yearly training.

## National Preparedness Month

During August when our new students receive their orientation, the Office of Security and Life Safety participates in various campus programs to familiarize the new incoming students with the campus, including Getting Connected, which is also conducted with members of the Registrar and the Office of Information Technology (OIT) to familiarize all new incoming students with the campus and how it operates. Also, the incoming class of 2024/25 received their Title IX and Bystander intervention training, coordinated by the Office of Student Life and the Title IX Co-Coordinators in August during their first week on campus.

## NYPD Shield

As part of the NYPD Shield program, a member of the NYPD community affairs division typically presents various security seminars for the NYLS community, including an Active Shooter workshop. NYLS, NYPD, and Mulligan Service Corporation (MSC) jointly toured the campus throughout the year with the newly designated Neighborhood Community Officers (NCOs) and hosted several Build a Block Meetings with the NYPD to roll out this new program.

# Reporting Criminal Incidents

Security personnel are on duty 24/7, including holidays. Follow your intuition; do not hesitate to contact employees in the Office of Security and Life Safety or a security officer if you observe suspicious individuals, activities, and/or situations. A security officer can be found at the noted locations and contacted by dialing the respective numbers listed below as follows:

## **Security Post Extensions**

West Campus Command Desk      212-431-2123      ext. 2123      Security 24 hours  
Center Campus Command Desk      212-431-2100      ext. 4755      Security 7 am-7 pm (Monday to Friday)

Chief of Building Operations and Security 212-431-2836/2820 ext. 2836/2820 [paul.repetto@nyls.edu](mailto:paul.repetto@nyls.edu)  
Security Supervisors: [securitysupervisor@nyls.edu](mailto:securitysupervisor@nyls.edu). The security department's fax number is 212-274-9211.

## **Others**

A victim of or witness to a crime may also report any incident to any campus security authority, any Law School administrator or faculty member, and/or the New York City Police Department (911).

## **Violent Felony**

Clery Act definitions of Primary Criminal Offenses include but are not limited to, degrees/classes of murder, manslaughter, kidnapping, rape, sodomy, aggravated sexual abuse, assault, burglary, robbery, arson, criminal possession of a dangerous weapon, etc.

## **Hate Crimes**

In addition to mandating the reporting of Primary Criminal Offenses (listed above), the Clery Act requires the reporting of offenses designated under the Clery Act as “hate crimes.” The Clery Act defines a hate crime as a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. Hate crimes include the primary criminal offenses listed above (except Manslaughter by Negligence) plus: Larceny-Theft; Simple Assault; Intimidation; and Destruction/Damage and Vandalism to Property. The categories of bias that may result in a hate crime designation for purposes of this policy are as follows: race, gender, gender identity or expression, religion, sexual orientation, ethnicity, national origin, and disability. The bias can be expressed through conduct, speech, or expression. A crime does not have to occur for an incident to be labeled as bias, but only crimes are reportable.

## **Response to Calls for Emergency Assistance and/or Criminal Incidents**

The security officer who receives a call for assistance will respond to the call and report this information to their supervisor who, in turn, during normal operating hours, will alert the Chief of Building Operations and Security. The security supervisor will dispatch authorized personnel to that location to provide the necessary support and assistance.

If the crime is one of physical injury or involves personal property, the security officer or supervisor will advise and assist the affected individual in contacting the NYPD. The security officer will remain at the location pending the arrival of the NYPD. After the discussion, or following the actions of the NYPD, the supervisor and/or Security Officer-involved will generate an incident report that they will submit to the Chief of Building Operations and Security.

The Law School’s [Anti-Discrimination and Anti-Harassment Policy Employees](#), [Anti-Discrimination and Anti-Harassment Policy Students](#), [Sexual Misconduct Policy](#), and the [Student Code of Conduct and Academic Responsibility](#) describes examples of unacceptable behavior and possible consequences.

## **Report the Crime or Incident**

Should you experience or witness a **hate crime** or incident, you are encouraged to report it to a security officer at either the 185 West Broadway Lobby Desk Post, First Floor, 212-431-2123; the Chief of Building Operations and Security, located on the mezzanine level room EM100 of the “E” campus building, 212 431-2836 or 2820; employees in the Office of Student Life, 57 Worth Street, Fifth Floor, 212-431-2851; a campus security authority; or the Title IX Co-Coordinators Nina Jody, Room C105, 212-431-2845, or Brian Kaszuba, E703B, 212-431-2817, for gender-related hate crimes.

Individuals witnessing or experiencing a **hate crime** are also strongly encouraged to promptly report the crime to the police and a security employee will advise and assist the affected individual in contacting the NYPD. The Law School disciplinary proceedings are conducted independently of, and may occur before, during or after criminal proceedings.

### **Voluntary Confidential Reporting**

Students and staff are encouraged to report all crimes promptly to any campus security authority, Law School administrator, faculty member, and/or directly to the NYPD. Reports of criminal incidents for inclusion in this annual security report can also be made to a campus security authority and will be kept confidential by any campus authority subject to the limits of State and Federal Laws. NYLS does not have a specific policy or procedure concerning relevant counseling and off-campus organizations as we have no non-campus organizations, however, we do offer relevant confidential counseling via Horizon (see page 18).

## **Seeking Support and Disciplinary Actions**

### **Students**

Victims of criminal misconduct should seek out support from a friend, family member, or NYLS employee. We strongly encourage victims to contact an employee in the Office of Student Life, located on the Fifth Floor of 57 Worth Street of the “E” campus building at 212-431-2851; the Title IX Co-Coordinator, Nina Jody, Room C105, 212-431-2845; or Title IX Co-Coordinator Brian Kaszuba, Room E703B, 212-431-2817 for gender-related hate crimes.

If a criminal complaint is filed against a student, it will be submitted to the Law School’s Academic Responsibility Committee, the Harassment and Discrimination Review Board, or the Title IX Board, as applicable. The complainant and the accused will be permitted to have an attorney or other advisor present. The duties and responsibilities of the committee are described in the [Anti-Discrimination and Anti-Harassment Policy Employees](#), [Anti-Discrimination and Anti-Harassment Policy Students](#), [Sexual Misconduct Policy](#), and the [Student Code of Conduct and Academic Responsibility](#)

Student complaints of crimes of violence by employees of the Law School should be filed with the Office of Security and Safety located at 185 West Broadway, room W102.2 or 212 431-2123. Victims of crimes and violence also are strongly encouraged to promptly report the incident to the NYPD, by calling 911.

### **Faculty and Staff**

Faculty and staff victims of crimes also should seek out support from a friend, family member, or employee. We strongly encourage victims to contact an employee in the Office of Human Resources, located on the Third Floor of 55 Worth Street, “C” campus building or 212-431-2131; the Title IX Co-Coordinator, Nina Jody, Room C105, 212-431-2845; or Title IX Co-Coordinator Brian Kaszuba, Room E703B, 212-431-2817, for gender-related hate crimes.

If a faculty member or employee engages in any prohibited conduct, the consequences of that action will be in keeping with existing guidelines governing the resolution of cases of unprofessional conduct, up to and including dismissal. Employee complaints of crimes of violence against fellow members of the Law School community should be filed with the Office of Security and Life Safety, located at 185 West Broadway, room W102.2 or 212 431-2123. Victims of crimes and violence are strongly encouraged to promptly report the incident to the NYPD. Law School disciplinary proceedings are independent of criminal or civil proceedings, and may also occur before, during, or after such i proceedings.

### **Maintenance of Criminal Incident Files**

The Chief of Building Operations and Security and the Office of Security and Life Safety maintain the files of all reported criminal incidents. All reports created and maintained by the Office of Security and Life Safety, which meets the definition of a law enforcement unit, are not education records and as such are not



Any student, faculty, or other staff members who have reason to believe that a student has been missing from the Law School campus for 24 hours may contact the Chief of Building Operations and Security or a Security Supervisor at 212-431-2123, or via email at [security@nyls.edu](mailto:security@nyls.edu).

Upon being notified of a missing student the Chief of Building Operations and Security or Security Supervisor will request the name and related information for the missing student's designated emergency contact and may provide this information to local law enforcement personnel to further an investigation. All students are requested to provide to The Office of Student Life the name of a contact to be notified in the event they are reported missing for 24 hours. The Chief of Building Operations and Security shall contact either the Offices of Student Life, Registrar, and/or Admissions to confirm the student's emergency and contact information. Regardless of whether the student has identified a contact person, the Law School must inform the NYPD within 24 hours of a report of a missing student regardless of the student's residence, unless the local law enforcement agency was the entity that determined that the student is missing.

Upon being notified of a missing student, the Chief of Building Operations and Security or a Security Supervisor will contact the Assistant Dean and Senior Director of Student Life, the Registrar, and employees in the Office of Academic Planning and Career Development to seek their assistance in determining whether the student has been attending classes. If the student has not attended their assigned classes, the Chief of Building Operations and Security or a Security Supervisor will notify the Commanding Officer at the local NYPD precinct that encompasses the neighborhood where the student resides (or local law enforcement if the student resides outside of the City). At no time will personal information on file with the Registrar's office located at 55 Worth Street, Fifth Floor, 212-431-2301, be released if a student has completed a form requesting it remains confidential.

## **NYLS Drug and Alcohol Policies**

New York Law School is committed to a learning environment free from the deleterious influences of drugs and alcohol. While recognizing that students aged 21 and older are legally permitted to consume alcoholic beverages, the Law School requires students (as well as employees, including faculty and staff) to do so responsibly and in accordance with applicable federal, state and local laws, as well as the New York Law School alcohol policy, which can be found at <https://www.nyls.edu/drug-and-alcohol-policy>.

## **NYLS Policy Related to Weapons**

### **A. New York State Law**

In accordance with New York State Penal Law Article 265.01, it is a crime in New York State to possess a rifle, shotgun, air gun (including BB guns), spring gun, or other firearm when in the building or on the grounds of any school, college, or university, even if you have a valid New York State firearm permit. It is also a crime to possess karate sticks (nunchaku), daggers, switchblades, locking butterfly knives, stun guns, and any other instruments that are deemed unlawful by New York State Penal Law Article 10.

### **Law School Policy**

It is a violation to possess, carry, or use firearms, including rifles, shotguns, and other assault and automatic weapons, ammunition, explosive devices of any description, other dangerous weapons, instruments, or substances on owned or leased New York Law School property, or at any event sponsored by New York Law School on any other property. This policy applies to weapons carried about the person or stored within any parked vehicle on Law School property. "Dangerous weapons" also include harmless instruments that are designed to look real and which may be used by a person to cause fear and/or produce bodily harm. New York Law School reserves the right to further determine the definition of a weapon and may prohibit other devices on an individual basis.

The complete policy can be found at <https://www.nyls.edu/weapon-possession-policy>.

## Notice of Non-Discrimination

In compliance with federal, state, and local laws, New York Law School does not discriminate based on race, color, ethnicity, ancestry, citizenship, religion, sex, pregnancy, sexual orientation, gender identity, gender expression, national origin, age, disability, HIV/AIDS status, predisposing genetic characteristics, marital or parental status, military status, domestic violence victim status, or any other classification protected by local, state, or federal law, in the administration of any of its educational programs and activities or its employment practices.

Specifically, under Title IX of the Education Amendments of 1972 (“Title IX”), NYLS does not discriminate based on sex in its educational programs or activities. Inquiries concerning the Law School’s application of Title IX may be referred to the Law School’s Title IX Co-Coordinator **Nina Jody**, the Title IX Co-Coordinator **Brian Kaszuba**, any member of the Title IX Board, and/or to the Department of Education, Office of Civil Rights (“OCR”), as identified in the policy. NYLS is committed to building an inclusive community and welcomes all individuals. The Law School does not tolerate discrimination, harassment, or retaliation on the above bases and takes steps to ensure that students, employees, and third parties are not subject to a hostile environment in Law School programs or activities.

Please refer to the following Law School institutional plans and policies for additional information:

- [NYLS Institutional Diversity Plan](#)
- [Anti-Discrimination and Anti-Harassment Policy \(Employee\)](#)
- [Anti-Discrimination and Anti-Harassment Policy \(Student\)](#)
- [Notice of Non-Discrimination](#)
- [NYLS Policies and Reports](#)
- [Handbook for Students with Disabilities](#)

The following persons have been designated to handle inquiries and complaints from students, faculty, and staff regarding discrimination or harassment based on sex, gender (including gender identity and gender expression), pregnancy, sexual orientation, marital or parental status, or domestic violence victim status, under Title IX of the Education Amendments of 1972 and New York law:

Nina Jody ‘83	Title IX Co-Coordinator	See page 16 for contact information.
Brian Kaszuba ‘04	Title IX Co-Coordinator	See below for contact information.

Persons designated to handle inquiries and complaints regarding all other forms of discrimination and harassment from:

Jody Pariante  
Vice President of Human Resources  
EO Coordinator  
New York Law School  
185 West Broadway, Room C344.5  
(Telephone) 212-431-2137  
[jody.pariante@nyls.edu](mailto:jody.pariante@nyls.edu)

Brian Kaszuba  
Associate Director of the Center for NYC Law  
Adjunct Professor/Deputy EO Coordinator  
New York Law School  
185 West Broadway – Room E703B  
Telephone: 212-431-2817  
[brian.kaszuba@nyls.edu](mailto:brian.kaszuba@nyls.edu)

# Employee Anti-Discrimination and Anti-Harassment Policy

Discrimination and harassment interfere with the educational purpose of New York Law School and negatively affect all members of the Law School community. Faculty, staff, and students have a right to be free from discrimination, harassment, and retaliation, as defined below. Discrimination or harassment directed at any member of the Law School community within the context of the Law School-sponsored or related activities will not be permitted, and complaints will be investigated promptly and thoroughly. New York Law School is proud its policy of maintaining a work and academic environment that encourages tolerance and respect for the dignity of each individual. For the complete policy go to <https://www.nyls.edu/anti-discrimination-and-anti-harassment-policy-employee>.

# Student Anti-Discrimination and Anti-Harassment Policy

Discrimination and harassment interfere with the educational purpose of New York Law School and negatively affect all members of the Law School community. Faculty, staff, and students have a right to be free from discrimination, harassment, and retaliation, as defined below. Discrimination or harassment directed at any member of the Law School community within the context of the Law School-sponsored activities will not be permitted, and complaints will be investigated promptly and thoroughly. New York Law School is proud its policy of maintaining a work, academic and residential environment that encourages tolerance and respect for the dignity of each individual. For the complete policy go to <https://www.nyls.edu/anti-discrimination-and-anti-harassment-policy-student>.

## SEXUAL MISCONDUCT POLICY

### Scope of Policy

The New York Law School Sexual Misconduct Policy specifically prohibits sex-based misconduct and violence in accordance with the definitions under Title IX, the Clery Act, relevant provisions of the Violence Against Women Reauthorization Act of 2013 (“VAWA”) and New York Education Law Article 129-B, which each requires that NYLS take specific steps to prohibit and address sex and gender-based misconduct, remedy its effects, and prevent its recurrence. NYLS has enacted this Sexual Misconduct Policy (the “Policy”) to reflect and maintain its institutional values and community expectations, to provide fair and equitable procedures for determining when this policy has been violated, and to provide recourse for individuals in response to violations of this Policy.

All other forms of discrimination, harassment, and retaliation based on other protected characteristics, and some forms of discrimination, harassment, and retaliation based on sex, are addressed by NYLS’s Employee or Student Anti-Discrimination and Harassment Policy, referenced above. When a report is made the alleges conduct covered under this Policy, and conduct covered under the Anti-Discrimination and Harassment Policy, the Law School will work with both policies to address the complaint and will coordinate the investigation and resolution efforts, Questions about which policy governs a particular situation should be referred to the Title IX Co-Coordinators.

### Conduct Covered

This Policy prohibits all forms of Sex-Based Misconduct and violence in accordance with the definitions under Title IX, relevant provisions of VAWA, and New York Education Law Article 129-B (collectively, “Sex-Biased Misconduct”). Sex-Based Misconduct may include, but is not limited to:

- Dating Violence
- Domestic Violence
- Non-consensual sexual contact

- Quid pro quo sexual harassment
- Sexual assault
- Sexual exploitation
- Stalking
- Unwelcome conduct (as set forth in Title IX)

Sex-Based Misconduct can occur between, for example, supervisor/employee, co-workers, students/employees, students/students, visitors/any community member, and from people of the same or opposite sex. NYLS must follow the procedures set forth in this section of this Policy if it has actual knowledge of Sex-Based Misconduct. This Policy also defines prohibited relationships of a sexual or intimate nature between individuals where one individual has power over another. Sex-Based Misconduct undermines the character and purpose of NYLS and will not be tolerated.

This policy also prohibits retaliation against an individual based in whole, or in part, on any exercise of the individual's rights under this Policy; participation in an investigation into allegations of any of the conduct covered in this Policy; opposition to any conduct covered in this Policy; or encouragement of others to exercise their rights under this Policy; is absolutely prohibited by NYLS and under federal, state, and local law.

### **Persons Covered**

This Policy applies to any individuals regularly or temporarily employed, conducting business, studying, living, visiting, or having any official capacity with NYLS or on its property ("Community Members"). Community Members include:

- Administration
- Admitted Students
- Adjunct, emeritus and visiting faculty
- Alumni
- Applicants
- Contractors
- Full-time faculty
- Staff
- Students
- Supervising attorneys for NYLS clinical and other experiential learning programs
- Vendors
- Visitors/guests
- Volunteers

NYLS may be limited in what actions it may take when investigating or responding to a report if an accused person is not known to NYLS, not affiliated with NYLS, or is no longer affiliated with NYLS at the time of the report of a Sex-Based Misconduct is made. In such cases, NYLS will, to the best of its ability, conduct an inquiry, take steps to prevent the recurrence of such conduct to any Community Members, and remedy the effects, if appropriate. If one of the parties involved in a report is not affiliated with NYLS (i.e. if a student is participating in a joint program with another school), NYLS may cooperate with that institution or organization to complete the investigation.

### **Locations Covered**

This policy applies to Sex-Based Misconduct that occurs:

- On campus, including conduct which occurs on property owned or controlled by the Law School, or at any NYLS residence hall.

- During education programs or activities that receive Federal financial assistance (whether on-site or off-site) in the United States, including, but not limited to, NYLS sponsored clinical or internship programs, and externship programs offered for academic credit. For the purpose of this Policy, “education program or activity” includes locations, event, or circumstances over which NYLS exercised substantial control over both the respondent and the context in which the Sex-Based Misconduct occurred.
- In some circumstances, on social media and other online platforms.

### Reporting Members

#### Title IX Co-Coordinator

Nina Jody ‘83

New York Law School  
185 West Broadway, Room C105  
New York, New York 10013  
Telephone: 212-431-2845  
Email: [Nina.Jody@nyls.edu](mailto:Nina.Jody@nyls.edu)

#### Title IX Board

Claudine Carucciolo  
George Hayes  
Arthur Leonard  
Rebecca Roiphe  
Richard Sherwin

#### Title IX Co-Coordinator

Brian Kaszuba ‘04

Associate Director of the Center for NYC Law  
& Communications Manager  
New York Law School  
185 West Broadway, Room E703B, NY, NY 10013  
Telephone: 212-431-2817 Email: [Brian.Kaszuba@nyls.edu](mailto:Brian.Kaszuba@nyls.edu)

#### US Department of Education

Office of Civil Rights  
New York - Region 11  
32 Old Slip, 26<sup>th</sup> Floor  
New York, New York 10005  
Telephone: 646-428-3800  
Email: [OCR.NewYork@ed.gov](mailto:OCR.NewYork@ed.gov)

### Emergency Reporting Options

NYPD Emergency  
NYPD Non-Emergency  
185 West Broadway Campus, 1<sup>st</sup> Precinct  
301 Gold Street, 84<sup>th</sup> Precinct  
Rape Hotline

**911** (Will also alert security from any campus phone)  
212-334-0611  
718-875-6811 (Saint George Residence Hall)  
212-267-RAPE (7273)

### Nearest Hospitals:

#### [New York-Presbyterian Lower Manhattan Hospital](#)

69 Gold Street (Emergency room; between Beekman Street and Spruce Street)/170 William Street  
New York, New York 10038  
**212-312-5070/5094/5000**

To view the complete policy, go to <https://www.nyls.edu/sexual-misconduct-policy>. As part of the Sexual Misconduct Policy, you can also view the following materials contained therein:

Student Bill of Rights - Appendix A on page 27

List of Resources for Support - Appendix B on page 28

New York State Criminal Definitions – Appendix C on page 31

### List of Resources for Support

#### Medical Resources

Mount Sinai Beth Israel provides medical services to NYLS students who have been the victims of sexual assault. Mount Sinai Beth Israel provides 24-hour emergency care (including sexual assault forensic

examinations), confidential crisis intervention, counseling, and referrals. Mount Sinai Beth Israel is located at 281 1st Avenue, New York, NY 10003 (First Avenue and 16th Street in Manhattan).

The Emergency Department can be contacted by phone at (212) 420-2840.

## **New York City Hospitals with SAFE (Sexual Assault Forensic Examiner) Centers**

### New York-Presbyterian – Columbia

622 W. 168th St.

### Bellevue Hospital

462 First Ave. at E. 27th St.

### Beth Israel-Petrie Campus

First Avenue at E. 16th St.

### New York-Presbyterian- The Allen Pavilion

5141 Broadway at W. 221th St.

### Wyckoff Hospital

374 Stockholm Street -Brooklyn NY

### Harlem Hospital

506 Malcolm X Blvd. at W. 135th St.

### Metropolitan Hospital Center

1901 1st Ave. at 96th St.

### Mount Sinai Medical Center

1 Gustave L Levy Pl. (5th Ave.) at E. 98th St

### New York-Presbyterian- Weill Cornell

525 E. 68th St. at York Ave.

### Mt. Sinai Morningside (Formerly St. Luke's)

1111- Amsterdam Ave, NY, NY 10025

## ***Counseling, Legal, and Informational Resources***

If you believe you have experienced an assault – remember, it is not your fault. If you experience sexual assault, the following guidance is important to consider:

### Safety First

Get to a safe place. After experiencing a traumatizing event such as sexual assault, it can be important to find a place where you feel comfortable and safe from harm. This location could be your room, a friend's room, a local hospital, Campus Security, or a Police station. Other resources include:

- **Student Counseling Center:** Horizon, our counseling service, is available 24 hours a day/7 days a week. 1-866-486-4334; [www.mylifevalues.com](http://www.mylifevalues.com) [login: new york law school – password: eap]
- **Employee Assistance Program (EAP):** The EAP is offered through LifeCare; LifeCare services are available through our ADP vendor. Employees can call LifeCare directly at 1-800-697-7315. To access LifeCare's website visit NYLS's HR Self-Service Center - go to the Home Tab, to the Resources Tab to LifeCare.
- **Crime Victims Treatment Center** of St. Luke's Roosevelt Hospital (CVTC): <http://www.cvtc-slr.org> CVTC provides respectful treatment of survivors of family and intimate partner violence, sexual assault, childhood sexual abuse, and other forms of violence and crime.
- **Anti-Violence Project (AVP)** is a New York-based resource. AVP provides free and confidential assistance to thousands of lesbians, gay, bisexual, transgender, queer, and HIV-affected (LGBTQH) people each year from all five boroughs of New York City through direct client services and community organizing, and public advocacy. Find more information on their website at [www.avp.org](http://www.avp.org) or reach their bilingual (English/Spanish) hotline at (212) 714-1141.
- **Sanctuary for Families**, PO Box 1406, Wall Street Station, (212) 349-6009 <https://www.sanctuaryforfamilies.org/> Annually, Sanctuary for Families serves more than 10,000 individuals who experience some form of domestic violence, sex trafficking, and related forms of gender violence. Its services include counseling, legal assistance, crisis, and temporary shelter, community education, and advocacy, among others.
- **Safe Horizon**, 2 Lafayette Street, 3rd Floor, 1 (800) 621-HOPE (4673) <http://www.safehorizon.org/>

Through its 57 programs, Safe Horizon assists those who have experienced domestic and intimate partner violence, child physical and sexual abuse, human trafficking, stalking, youth homelessness, and other violent crimes. Its services include counseling, legal representation, and housing and employment assistance, among others.

**Other helpful external resources:** NYC Alliance Against Sexual Assault: <http://www.svfreennyc.org/>

- Support Orthodox Victims of Rape and Incest (SOVRI) Sexual Abuse Helpline (in conjunction with The Beth Israel Victim Services Program): (212) 844-1495
- Rape, Abuse, and Incest National Network: <https://ohl.rainn.org/online/>
- Rape, Sexual Assault, and Incest Hotline: (212) 227-3000 (24 hours a day)
- Bronx Rape Crisis Program: (718) 933-1000
- Brooklyn Rape Crisis Program: (718) 827-4700
- Queens Rape Crisis Program: (718) 291-2555
- Staten Island Rape Crisis Program: (718) 720-2591
- The New York District Attorney's office offers centralized information about options and resources, including information about protective orders, related to domestic violence.  
Please visit: <http://manhattanda.org/resources-victims-domestic-violence>

## Fire Safety

Under the Higher Education Act of 2008, New York Law School expanded its annual report in 2009 to provide mandatory fire incidents on campus (though not required) and in on-campus student housing. Statistical information submitted to the Department of Education must include the following:

- Number of fires and cause of each fire
- Whether the fire cause was intentional, unintentional, or undetermined
- Number of deaths related to the fire
- Number of injuries related to the fire
- Number of injuries related to the fire that resulted in the treatment at a medical facility
- Value of property damaged

The Annual Fire Safety Report must also be issued to the campus community on time and the Department of Education when requested. The report must include the following:

- Fire Statistics
- A description of the new fire safety systems for each on-campus student housing facility
- Number of fire drills held the previous year
- Policies or rules on portable electrical appliances, smoking, and open flame in student housing facilities
- Student housing evacuation procedures
- Fire safety education and training programs for students, faculty, and employees
- Titles of each person or organization to which individuals should report that a fire has occurred
- Plans for future improvements in fire safety

A Fire Log, similar to the Crime Log, must also be made available to the community and include the following information:

- The date the fire was reported
- Nature and cause of the fire
- Whether the fire cause was unintentional, intentional, or undetermined
- The date the fire occurred
- The time of day the fire occurred
- The location of the fire

This public Fire Log containing all fire-related incidents is maintained by the Chief of Building Operations and Security and is available for inspection weekdays during regular business hours. An electronic version of the Log is posted at <http://emergency.nyls.edu>. The definition of fire for reporting is any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. The Law School has expanded the reporting requirement and will also report all fires in non-residential buildings owned or leased by the Law School.

## **NYLS Campus**

During the period covered under this thirteenth fire safety report, there were four (4) false alarms experienced during this calendar year that prompted FDNY responses to the campus, these alarms were caused by faulty modules and/or devices and one was an accidental CO trip on line. There also were other alarm activations that were determined to be false activations by building staff. The campus maintains Fire Life Safety Directors (FLSD's) per Local Law #5 of 1973 covering commercial buildings when occupancy is over a certain threshold. Those buildings are also required to develop and maintain a Fire Safety Plan (FSP) approved by the New York City Fire Department on January 11, 2017, and amended on December 25, 2017.

### **NYLS Campus Fire Alarm System (Description)**

Our Tribeca campus is currently protected by a Class "E" Campus-Wide System that was approved by the New York City Fire Department on July 7, 2016. The system consists of two panels covering the West, Center, and East campus buildings, the panel in the West campus building is manned during the hours of 7 am to 11 pm daily by a licensed certified FLSD and is considered the primary fire panel for the entire campus. The panel located in the East campus building serves as a remote panel or a secondary panel to the primary.

Although each Campus building is unique as to the fire safety equipment it has, the Campus buildings collectively are covered 100% by automatic sprinkler heads and protected by various fire alarm devices as follows:

- Smoke Detectors
- HVAC Duct Detectors
- Elevator Lobby Detectors
- Waterflow Detectors
- Manual Pull Stations
- Warden Phones
- Fire Suppression Systems (cafeteria only)
- Fire Pump
- Tamper Switches (valves)
- Standpipe Systems (West and East campus)

Also, both system panels are monitored 24 hours a day by a central station operator as required by law. NYLS works with a consultant and the Fire Department of New York whenever the campus-wide Fire Safety Plan needs to be amended.

### **Evacuation Drills**

The NYLS campus conducts evacuation drills three (3) times per year during the morning and evening. During this reporting period six (6) total evacuation drills were conducted under the tenth fire safety report on the following dates:

- September 8, 2021 (Fall 10:30 am and 7:30 pm; each evacuation drill took approximately fifteen minutes to conduct)
- April 27, 2022 (Same as fall evacuation drill)
- June 8, 2022 (Same as fall evacuation drill)

During such evacuation drills all community members are required to vacate the buildings and report to the designated assembly areas below:

Assembly Area A – between Leonard Street (One block north of Worth Street) and Franklin Street is the primary evacuation location for all Law School community members.

Assembly Area B – Surrounding the Greenspace –Finn Square bordered by Varick Street (on the west) West Broadway (on the east) and Franklin Street (to the north).

Overflow from both these locations should utilize Varick Street north of the Square Diner.

## Fire Safety Policy and Procedures

- The use of electrical heaters, grills, and any gas-powered equipment and appliances is strictly prohibited in any campus building.
- Smoking of any kind, including electronic cigarettes and “vaping” is not permitted inside any campus building or within twenty feet of any campus building's main entrance.
- Use of any open flame is not permitted unless authorized; proper permits and certificates must be in place before commencing the use of any device such as a torch, welder, or grinder that will emit a flame or spark. The Manager of Maintenance is responsible to ensure such Hot Work Permits are issued following the building rules and regulations.

## Evacuation Guidelines

These guidelines apply to all campus buildings directly owned by the Law School (185 West Broadway, 55 Worth Street, and 57 Worth Street).

### *Campus Assembly Areas*

When instructed by the Fire Life Safety Director to evacuate the buildings, upon arriving at the sidewalk, walk to and gather at one of the assembly areas indicated above, as instructed. Meeting at an assembly area will further enhance the safety of the community following an evacuation of the buildings by:

- 1) Eliminating street crossings at busy vehicular intersections along Church Street.
- 2) Re-locating away from the Law School buildings.
- 3) Gathering at one location to obtain additional safety information or instructions.

Do not attempt to cross mid-block. Always cross at the pedestrian crosswalk and obey the traffic signal. Walk north on the sidewalks to the Assembly Areas identified as A and B below.

## Emergency Evacuation

Await instructions from the Fire Life Safety Director. If directed, all occupants must exit the building by using *all available stairs- not just a favorite stair-* and *all available doors at sidewalk level- not just the entrance you normally use* - when instructed by the Fire Life Safety Director or the floor Fire Warden.

- 1) **Do not panic- remain calm.** Follow the instructions of the floor Fire Wardens, Searchers, and faculty members.
- 2) Close all doors behind you. Do not stop collecting personal belongings. Proceed to the nearest stairs and exit the building. Do not run and do not use the elevators to exit the floor!
- 3) Disabled persons evacuation assistance: see “Volunteers to Assist ADA Community Members” on page 21.
- 4) Meet at the Assembly Areas

After you exit the building, you must walk toward West Broadway and gather along the sidewalks near the assembly areas. The assembly areas comprise the sidewalks along West Broadway: (A) Between Leonard Street (one block north of Worth Street) and Franklin Street; and (B) Surrounding the triangular Greenspace- Finn Square- bordered by Varick Street (on the west), West Broadway (on the east), and Franklin Street (to the north). The assembly areas are the only locations where you should go

after you evacuate the building, should either assembly location be crowded or unavailable due to construction please use either one. *Never* attempt to extinguish a fire yourself! Fire and smoke can quickly fill the area. Use this time to alert others to evacuate by activating a pull station. Also, the elevators must *never* be used to exit a floor. Fire department personnel will need to use the elevators to evacuate disabled persons and for other firefighting duties. *Unless otherwise directed by fire department personnel, you must only exit a floor by use of the emergency stairways. **In an actual emergency do not wait to collect personal property. Begin evacuating the floor when directed.*** Mounted on the wall of every elevator lobby is a copy of the Emergency Evacuation Guidelines.

### ***If You Discover or Are Near a Smoke Condition or Fire***

- 1) Evacuate the area and close all doors in the vicinity of the fire or major smoke condition.
- 2) Activate a pull station device by pulling the black lever down to alert other persons in adjacent offices, classrooms, and restrooms and throughout the building.
- 3) Do not open any doors that feel warm to the touch. If there is heat or smoke in an area, crawl on the floor to the nearest exit. If you are trapped in a smoke-filled room stay near the floor or near a window where you can call or signal. Use a handkerchief or a shirt to draw attention for help.  
*Do not panic.*
- 4) Proceed to the nearest stair. **Do not run** and do not use the elevators as a means to exit the floor! Follow the instructions of the floor Fire Wardens and faculty members.
- 5) Disabled persons' evacuation assistance: see "Volunteers to Assist ADA Community Members" on this page.
- 6) If the situation permits, use the floor warden station (Instructions- Open the red box mounted near the elevators, lift the receiver, and speak) to notify the Fire Life Safety Director. Otherwise, evacuate the floor. At the building lobby, inform a security officer about what you observed so the evacuation plan can be activated.
- 7) Meet at the Assembly Areas – See emergency evacuation above item #4.

### **Volunteers to Assist ADA Community Members**

Instead of relying solely on the Fire Wardens and Searchers as their primary person for evacuation assistance, the persons with disabilities, or otherwise in need of evacuation assistance can identify volunteers in advance who will assist in a drill or emergency evacuation. A meeting will be scheduled with each person with disabilities to discuss the evacuation plan and to incorporate any additional assistance that may be needed. This guideline will apply to all ADA persons whether members of the community or outside visitors. Any community member that requires assistance during evacuation drills or in emergencies should contact the Office of Security and Life Safety at 212-431-2123.

### **Reporting and Preventing Dangerous Conditions**

Although the maintenance employees conduct daily checks of all mechanical equipment and service rooms and the security employees conduct periodic patrols throughout the Law School facilities, we also need your assistance to help us maintain a safe environment. Please do the following:

1. Report all suspicious odors to the officer at the 185 West Broadway Lobby Desk @ 2123.
2. Do not block exit doors, corridors, exterior walkways, or aisles with packages, trash, or furniture. Contact the Office of Maintenance and Operations to have these items removed directly to storage or the trash area for disposal.
3. Keep exit stair doors closed *at all times!* It is a violation of the New York City Fire Prevention Code to prop open exit stair doors. If a fire were to occur, smoke, heat, and flames could enter the stair and block this exit route.
4. Contact the Office of Maintenance and Operations if a light bulb has blown out, there is water on the

floor, carpets, or other floor materials present a tripping hazard, a door does not close properly, or you note other conditions which could prevent a safe evacuation.

5. Limit the use of personal appliances and non-office equipment that generate power surges. Always turn off all appliances and equipment when you are away from your office for extended periods and before you leave at the end of the day.
6. Limit the use of power strips and extension cords. If you must use an extension cord, use only electrical devices with the Underwriters Laboratories (UL) seal of approval. Do not place electrical cords across a hall or path.
7. Keep your office and storage spaces neat. Do not leave trash around; dispose of it promptly. If your storage room contains mechanical equipment, please do not store materials on top of or in close proximity to this machinery.
8. Do not store materials on top of or near a computer monitor or central processing unit.  
This equipment requires a minimum of six inches between it and other items for proper ventilation.
9. All New York Law School facilities and the Student Residence are smoke-free environments. Report all violators to the officer at the 185 West Broadway Lobby Desk on extension 2123.
- 10) *Never* attempt to extinguish a fire yourself! Fire and smoke can quickly fill an area. Use this time to alert others of this emergency. The elevators must *never* be used to exit a floor. The fire department personnel will need to use the elevators to evacuate disabled persons and for other firefighting **duties, *Unless otherwise directed by fire department personnel, you must only exit a floor by use of the stairs!*** Never prop open or block the doors that lead to these stairs.

### Evacuation Preparedness Contacts

185 West Broadway Lobby (Office of Security and Life Safety)	212-431-2123
Office of Maintenance and Operations	212-431-2820/2847
FDNY	212-999-2222/911
NYPD 1 <sup>st</sup> Precinct	212-334-0611/911

### Know All Available Exits

Posted on the wall at the elevator are an egress sign and floor organization charts with emergency information. The sign denotes your present location (*You are here*). Every stair and the elevator are identified by a letter of the alphabet. A sign which notes the alphabet designation is mounted on the lobby and stair side of the fire exit stair door. A sign which notes the floor number is also mounted on the stair side of the same stair door. The stair is also identified by an illuminated sign near or above it with the word *Exit* in red letters. Please study this map while you are waiting for the elevator. During an evacuation, you should use *all* available stairs – not only the one you commonly use.

### Response to Medical Emergencies

If you or a fellow member of the community requires medical assistance, contact the security agent at the 185 West Broadway Lobby Desk on extension 2123. ***Remember to tell the agent your location, who is injured, and what happened.*** The agent will notify the Chief of Building Operations and Security, and/or a security employee who is a certified first aid responder. If this is an emergency, the agent will contact the New York City Police Department 9-1-1 Operator to request EMS assistance. New York-Presbyterian Lower Manhattan Hospital is located at 69 Gold Street (between Beekman Street and Spruce Street), a six-minute car ride from the Law School. Since May 22, 2000, the Law School has been licensed to possess and operate an automatic external defibrillator (AED). When used by certified security personnel along with cardio-pulmonary resuscitation, an AED could help extend the life of an individual who is experiencing cardiac arrest.

## **Non-Emergency Medical Care**

New York Law School faculty, students, and employees may obtain non-emergency medical care through Pace University's Primary Health Care Associates, University Health Care Unit (Health Care Unit). The Health Care Unit is located at 41 Park Row, Room 313. The contact number is 212-346-1600.

## **Employee Training**

On-site employees who comprise the certified AED response team include all Security Supervisors and Law School full-time and contract security agents. The Manager of Security and Life Safety is the administrator of the training program as well as our First Aid/CPR/AED certification programs for the department. All staff receives refresher courses each year and re-certification every two years. Training for this reporting period was conducted remotely and via training videos created by the Office of Security & Life Safety that each member viewed.

## **Fire Safety and Training**

All community members involved with the Fire Safety Plan of NYLS receive the following training via video due to COVID-19 restrictions in place:

## **Floor Organization Teams**

All Wardens, Deputy Wardens, and Searchers receive training at least once per year. Training sessions are scheduled twice per year; this reporting period they were conducted via email with training videos provided to community members by the Office of Security and Life Safety.

## **Fire Brigade & BES Teams**

All members of the NYLS fire brigade team received training twice per year. For this reporting period, training was conducted via safety videos created by the Office of Security and Life Safety.

## **Fire & Life Safety Improvements**

NYLS continued with various improvements to our campus security including additional air assists on ADA doors at several key locations. In addition, due to COVID-19 restrictions in place and primarily remote classes during this reporting period, the Office created various videos that were shared with community members to remind them of their specific duties when they return.

## **Campus Crime Statistics (On-Campus and Non-Campus Properties)**

The Clery Act requires the disclosure of crime statistics in an annual security report and web-based collection for specific crimes that occur on campus, on non-campus, and contiguous public property. Statistics are reported for all times of the day, including the times outside of regular business hours or the times the Law School is officially closed. Although the Clery Act's first required reporting period began on September 1, 1992, this and all earlier reports have included statistics beginning with the 1989 - 1990 academic year.

To see historical records please speak with the Chief of Building Operations and Security or a Security Manager. On page 25 there is a list of campus crimes reported to employees in the Office of Security and Safety for the period of September 1, 2021, through August 31, 2022. Although larceny is not on the list of required reportable Clery defined crimes (except for Hate Crimes), larceny crimes have been included since the first required reporting period. The Office of Security and Life Safety documents all reported crimes whether or not they are Clery-defined crime-reporting incidents. Effective with the 2014-2015 report, the annual security and fire report for colleges and universities is required to include statistics compiled for instances of sexual assault, domestic violence, dating violence, and stalking that are reported to campus security authorities, Title IX Coordinators, and local police agencies.

All Campus Security Authorities were contacted by electronic mail on May 19, 2022 by the Chief of Building Operations and Security, and asked whether there were any crime incidents which they were aware of but had not yet reported. There were no reports provided that were filed with the Office of Security and Life Safety and there were no additional first-hand reports of any other campus crimes.

### **Sources for Criminal Statistics**

Statistics for the required geographic reporting area for campus and non-campus locations were requested from senior police officials at the First and Eighty Fourth Precincts on Tuesday, September 8, 2022. As of the date of this report, October 1, neither precinct has provided this data as requested to NYLS. The website for access to Precinct-wide crime computer statistics (COMPSTAT) was made available at the Office of Security and Life Safety.

**Current statistics for the First Precinct can be found at the following website:**

<http://www1.nyc.gov/site/nypd/bureaus/patrol/precincts/1st-precinct.page>

**Current statistics for this Eighty Fourth Precinct can be found at the following website:**

<http://www1.nyc.gov/site/nypd/bureaus/patrol/precincts/84th-precinct.page>

### **Sex Offender Registries**

Law enforcement agency information provided by New York and other nearby states concerning registered sex offenders may be obtained from the following websites:

New York	<a href="http://www.criminaljustice.ny.gov/nsor/index.htm">The Official New York State Sex Offender Registry - NY DCJS</a>
Neighborhood	<a href="http://www.criminaljustice.ny.gov/nsor/index.htm">http://www.criminaljustice.ny.gov/nsor/index.htm</a>
Connecticut	<a href="http://www.communitynotification.com/cap_office_disclaimer.php?office=54567">http://www.communitynotification.com/cap_office_disclaimer.php?office=54567</a>
New Jersey	<a href="http://www.state.nj.us/njsp/info/reg_sexoffend.html">http://www.state.nj.us/njsp/info/reg_sexoffend.html</a>
Pennsylvania	<a href="http://www.pameganslaw.state.pa.us/">http://www.pameganslaw.state.pa.us/</a>

### **Campus Crime Log**

The Law School's Campus Crime Log lists all crimes including date, time, location, nature, and disposition reported to employees in the Office of Security and Life Safety during the reporting period. This public Log is maintained by the Chief of Building Operations and Security and is available for inspection weekdays during regular business hours. An electronic version is also posted on the Portal at <https://www.nyls.edu>.

Crime statistics must be reported under the definitions used in the Federal Bureau of Investigation's Uniform Crime Reporting (UCR) System and presented by the following geographical locations: (i.) The on-campus property, (ii.) The non-campus property, and (iii.) public property. The Clery Act requires crime statistics to be reported for public property that is reasonably contiguous to the Law School.

Entries to the Campus Crime Log must be made within two business days of the report of the incident. The only instance where information would be withheld is where the information could jeopardize an ongoing criminal investigation or poses a threat to the safety of an individual.

# TOTAL REPORTABLE ON-CAMPUS CRIME STATISTICS

(September 1, 2021 - August 31, 2022)

<u>Campus Property</u>		<u>185 West Broadway, 55 &amp; 57 Worth Street</u>	
<u>Crime Categories</u>	<u>Date &amp; Time</u>	<u>Location &amp; Building</u>	<u>Description of Crime</u>
Petty Theft	05/21/2022	185WB	Monetary Nature
Petty Theft	06/23/2022	185WB	Monetary Nature
Petty Theft	06/28/2022	57W	Monetary Nature
Petty Theft	08/31/2022	55C	Monetary Nature

<u>Public Property Streets</u>		<u>185 West Broadway, 55 &amp; 57 Worth Street</u>	
<u>Crime Categories</u>	<u>Date &amp; Time</u>	<u>Location &amp; Building</u>	<u>Description of Crime</u>
No incidents to report this period			

<u>Public Property Sidewalks</u>		<u>185 West Broadway, 55 &amp; 57 Worth Street</u>	
<u>Crime Categories</u>	<u>Date &amp; Time</u>	<u>Location &amp; Building</u>	<u>Description of Crime</u>
No incidents to report this period			

**Grand Total Crimes Reporting Period: 4**

## General Provisions

### How to Obtain Crime and Fire Statistics reported to the Office of Post-Secondary Education

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (1990), codified as 20 U.S.C. 1092 (f): Public Law 89-329, Section 485(a) and (f) of the Higher Education Reauthorization Act (the Clery Act), all federally funded public and private colleges and universities are required to annually report crime and fire statistics by October 1 to the office of Post-Secondary Education of the United States Department of Education (DOE). The Chief of Building Operations and Safety submits this information annually. The most current statistics were reported to the DOE on September 20, 2022, you can view the statistics reported to the Office of Post-Secondary Education by visiting their website <https://ope.ed.gov/security>

The Clery Act took effect on September 1, 1991. The Clery Act was passed in response to concerns that higher educational institutions were not making public information that would allow people to know how well institutions were providing for the safety of all persons who lived or worked on campus and to prospective members of the college or university community. The DOE was charged with enforcing the Clery Act and working with colleges and universities to meet its mandate. Amendments to the Clery Act were passed in 1992, 1998, 2000, 2008, and 2013, which expanded the scope of the law to include sexual assault reporting, stating requirements where sexually violent offenders are on college and university campuses, clarification on crime records status under the Family Educational Rights and Privacy Act, emergency response and evacuation procedures, missing student notification, fire incidents, and safety and general clarifications on key provisions.

The Clery Act requires that a higher education institution give timely warnings of crimes that pose a threat to personal safety, publish emergency response guidelines, notify the college and university community of real-time emergencies and threats, and make public campus security policies and procedures. By October 1 of each year the Clery Act requires each higher education institution participating in any federal program to prepare, publish, distribute, and provide in hard or electronic means to all current students and employees,

and any applicant for enrollment or employment, upon request, an annual security and fire report that includes at a minimum the following information:

- 1) How to report criminal actions or emergencies and a description of how security employees will respond.
- 2) Emergency response and evacuation procedures and timely warning communication policy.
- 3) Outline current policies concerning security and access to campus facilities.
- 4) Describe campus security personnel and their relationship to local police.
- 5) Identify security programs and activities for encouraging personal and community safety.
- 6) Describe missing student notification procedures.
- 7) Policy concerning possession, use, and sale of alcoholic beverages or illegal drugs and the enforcement of a drug-related law.
- 8) Describe drug and alcohol abuse education programs.
- 9) Statistics for the September 1 through August 31 reporting year and the three most recent calendar years of the occurrence on campus, on non-reporting campus property, and on public property of the following that are reported to local police agencies or a campus security authority: criminal homicide (murder and non-negligent and negligent manslaughter), forcible sex offenses and non-forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, arrests or persons referred for campus disciplinary action for illegal weapons violations, drug-related violations, liquor law violations.
- 10) Statistics for the September 1 through August 31 reporting year and three most recent calendar years by category of prejudice, of any crimes noted in item #9 above involving bodily injury to any persons in which the victim is intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability including crimes of larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property.
- 11) Statistics for the September 1 through August 31 reporting year concerning the occurrence in campus student housing facilities of fires reported to local fire department agencies or to a campus security authority including the date the fire was reported, the nature of the fire, the date and time of the fire, and the general location of the fire.
- 12) Sexual assault prevention program policy, and information on where to report a sexual assault to campus and local law enforcement authorities.
- 13) Location of a campus crime log that notes all reported crimes by date, time, location, nature and disposition.
- 14) Location of a campus fire log that notes all reported fires in on-campus student housing including the date the fire was reported, the nature of the fire, the date and time of the fire, and the general location of the fire.
- 15) Submit crime and fire statistics to the Law School community and the DOE online by October 1 for this reporting period.

The Law School provides printed copies of this annual security and safety report for students through the Office of Student Engagement (Office: 57 Worth Street, Fifth Floor, 212-431-2851), for prospective students through the Office of Admissions (Office: 185 West Broadway, First Floor 212-431-2888), and current and prospective employees through the Office of Human Resources (Office: 55 Worth Street, Third Floor, 212-431-2131). There will also be copies of this annual security and fire safety report and other health and safety brochures available from the literature rack on the first floor of 55 Worth Street. This annual security and fire safety report is also available at the Office of Facilities Management, Security and Safety, and online at [www.nyls.edu](http://www.nyls.edu).

### **Title IX of the Education Amendments of 1972**

Title IX of the Education Amendments of 1972 (Title IX) protects people from discrimination based on sex in education programs or activities that receive federal financial assistance. The DOE Office of Civil Rights is responsible for enforcing Title IX. The law states that no person in the United States shall, based on sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance. The law creates obligations for a college or university to investigate and to provide a “prompt and effective remedy.” If the victim is a student, Title IX means among other things that the college or university must provide an environment that does not interfere with the victim’s right to pursue an education. The college or university incurs this obligation when a victim has given notice to a “responsible employee” or when the college or university, in the exercise of reasonable care, should have known about the assault or harassment.

### **Violence against Women Reauthorization Act of 2013 (Pub. Law 113-4)**

On March 7, 2013, President Barack Obama signed the Violence against Women Reauthorization Act of 2013 (Public law 113-4). Among other provisions, this law amended Section 485(f) of the Higher Education Authorization Act. The statutory changes required colleges and universities to complete statistics for instances of sexual assault, domestic violence, dating violence, and stalking that are reported to campus security authorities or local police agencies. These revisions will be incorporated into the annual report for colleges and universities about these crimes and regulations set forth by the established DOE guidelines.

### **State of New York Education Law**

State Education Law Article 129-A, entitled “Regulation by Colleges of Conduct on Campuses and Other College Property Used for Educational Purposes,” requires all colleges in the State of New York to create certain policies and procedures and to certify annually that the information concerning such policies and procedures has been provided to students. This information is included under the security section in the online student handbook. Also, all first-year students are provided a hard copy with the information contained under Article 129-A during the first-week orientation and it was posted via an announcement on the Law School portal in or about the second week of August 2022.

The requirements of Article 129-A are fully covered in this Annual Report. The Article outlines requirements for maintaining public order on higher education campus properties, including the creation of an Advisory Committee on Campus Security (Section 6431); informing the community of sexual assault, domestic violence, and stalking prevention information (Section 6432); noting campus crime reporting procedures and statistics (Section 6433); and outlines procedures for investigating violent felony offenses and reports of missing students (Section 6434); Section 6435 describes the responsibilities for campus security officers who are employed at colleges outside the limits of any city having a population of fewer than one million persons. (This section does not apply to New York Law School); Section 6436 establishes requirements that the Law School must adhere to in providing information to students about bias-related crimes; Section 6437 prohibits the marketing of credit cards except within specific guidelines stated by the law. The Law School has adopted this guideline as its marketing policy. The open advertising, marketing, or merchandising of credit cards to faculty, students, or employees is prohibited. The Law School has an ATM

which is operated and maintained by a private contractor and is provided for and accessible to the Law School community and its visitors; and Section 6438 requires the Law School to provide written notification to students residing in NYLS-owned or operated housing concerning a description of such housing facility's fire safety system, including whether the housing is or is not equipped with a sprinkler system. The Law School must also indicate, within such written notification, how to access the campus fire safety report on student housing.

All colleges that receive state aid must provide information to students about bias-related crimes under Section 6436 of the New York State Education Law. Also, this annual security and fire report notes, in several references, the location of the Office of Security and Life Safety and contact information for the Chief of Building Operations and Security who can provide the same statistical information.

Section 6434 of the Education Law requires college and university security department investigations to investigate any violent felony offense, as defined in 70.02 of the New York State Penal Law, occurring at or on the grounds of each such institution, and providing for the investigation of a report of any missing student. Campus security must coordinate the investigation of such crimes and reports with local law enforcement agencies. This includes situations where a student is at or on the grounds of a college or university, or a report that any college or university student who resides in a facility owned or operated by the college or university is reported missing from their residence. In these instances, the local police authority must be promptly contacted.

N.Y. Ed. Law Article 129-B, entitled "Implementation by Colleges and Universities of Sexual Assault, Dating Violence, Domestic Violence and Stalking Prevention and Response Policies and Procedures, requires higher education institutions to adopt written rules implementing Article 129-B by amending its code of conduct or other comparable policies (Section 6440); Article 129-B, the provisions of which are fully covered in this Annual Report, requires such institutions to: adopt a definition of "affirmative consent to sexual activity," as set forth in Section 6441(1); adopt a policy for alcohol and/or drug use amnesty, as set forth in Section 6442; adopt a Student's Bill of Rights, as set forth in Section 6443; advise reporting individuals of their rights regarding reports of sexual assault (Section 6444); conduct, no less than every other year, a campus climate assessment to ascertain general awareness and knowledge of the provisions of Article 129-B (Section 6445). The Law School last conducted such a campus climate assessment in or about April of 2021, the results of such survey can be found at <https://www.nyls.edu/title-IX-campus-survey> and were posted on the Law School Portal for the community. The next climate assessment report is due in the spring of 2023 and will continually ensure that reporting individuals always have information regarding the confidential reporting of domestic violence, dating violence, stalking, or sexual assault, and related procedures (Section 6446); adopt a comprehensive student onboarding and ongoing education campaign to educate members of the Law School community about domestic violence, dating violence, stalking, and sexual assault, in compliance with applicable federal laws, including the Clery Act as amended by the Violence Against Women Act (Section 6447) and make an annual report to the State education department specified information about reports of domestic violence, dating violence, stalking and sexual assault (Section 6449).

The Federal Bureau of Investigation's Hierarchy Rule must apply when counting multiple offenses. This rule requires that the most serious offense be counted when more than one offense was committed during a single incident at the same time and place.

The Clery Act hierarchy and primary crimes are:

- Murder and Non-negligent Manslaughter
- Negligent Manslaughter
- Sex Offenses (Rape, Fondling, Incest, Statutory rape)
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Disciplinary Action
- Hate Crimes (Larceny/Theft, Simple Assault, Intimidation, Destruction/Vandalism Property)
- Dating, Domestic Violence, and Stalking

## **Appendix 1 – NYLS Student Housing**

New York Law School formerly housed students at the Saint George Residence Hall located in Brooklyn at 100 Henry Street. During the annual period covered by this report, the Law School did not provide any off-campus housing.

## Appendix 2 – Fire Safety Definitions

**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. Maybe classified as structural, mobile, or other.

**Cause of Fire** – The factor or factors that give rise to a fire. The casual factor may be but is not limited to, the result of an unintentional action, mechanical failure, or an act of nature.

**Evacuation Drill** – A supervised practice of a mandatory evacuation of a building in the event of an emergency such as a fire.

**Fire** – Any open flame or burning in a place not intended to contain the burning or in an uncontrolled manner.

**Fire Related Injury** – Any instance in which any person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers.

**Fire Related Death** - Any instance in which any person is killed as a result of a fire, including death sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers, or who passes away within one year of their injuries sustained in such fire.

**Fire Safety System** – Any mechanism or system related to the detection of fire, the warning resulting from fire, or control of a fire including:

- Sprinkler Systems and all associated devices (water flows, tampers, etc...)
- Standpipe Systems (Hose Racks, Gravity Tanks, Siamese Connections)
- Speakers and Strobes (Visual and Audio)
- Supervised or Stand-Alone Smoke Detectors
- Fire Doors and Fire Rated walls
- Fire Dampers
- Smoke Control and Reduction Mechanisms
- Fire Pumps

**Property Value** – The estimated value of the items and contents within a structure lost as a result of a fire, in terms of the replacement cost in kind and quantity including contents damaged, related damages from water and/or smoke and overhaul.

## Appendix 3 - New York Law School Crime Statistics Three Year History

### Reporting Period (September 1, 2019 to August 31, 2020)

Category	OC	NC	PP	U	Totals
Theft	4				4
<b>Total Incidents Reported</b>					<b>4</b>

### Reporting Period (September 1, 2020, to August 31, 2021)

Category	OC	NC	PP	U	Total
Stalking		1			1
<b>Total Incidents Reported</b>					<b>1</b>

### Reporting Period (September 1, 2020, to August 31, 2021)

Category	OC	NC	PP	U	Total
<b>Total Incidents Reported</b>					<b>0</b>

Title IX Co-Coordinator –Nina Jody

Title IX Co-Coordinator – Brian Kaszuba

OC On campus  
 NC Non campus  
 PP Public Property  
 U Unfounded

*Highlighted indicates reported to DOE.*

## Appendix 4 - New York Law School Fire Statistics Three-Year History

### Reporting Period (September 1, 2021, to August 31, 2022)

Saint George Residence Hall – 100 Henry Street, Brooklyn NY 11201

Date & Time	Location	Cause	Number of Deaths	Injuries requiring medical attention	Dollar value of property damage
None	-	-	0	0	\$0

### Reporting Period (September 1, 2020, to August 31, 2021)

Saint George Residence Hall – 100 Henry Street, Brooklyn NY 11201

Date & Time	Location	Cause	Number of Deaths	Injuries requiring medical attention	Dollar value of property damage
None	-	-	0	0	\$0

### Reporting Period (September 1, 2019, to August 31, 2020)

Saint George Residence Hall – 100 Henry Street, Brooklyn NY 11201

Date & Time	Location	Cause	Number of Deaths	Injuries requiring medical attention	Dollar value of property damage
None	-	-	0	0	\$0

### Campus Fire Log

The Law School's Campus Fire Log lists all crimes including date, time, location, nature, and disposition reported to the Office of Security and Safety. This public Log is maintained by the Chief of Building Operations and Security and is available for inspection weekdays during regular business hours in the Office of Security & Life Safety. In compliance with the Clery Act, a fire is any instance of open flame or other burning in a place not intended to contain the burning or in a controlled manner.

### False Alarms

The Tribeca campus had one (4) false alarms this reporting period that occurred on March 15, 2022 (accidental CO trip 185WB), April 25, 2022 (smoke detector 55W), May 16, 2022 (Faulty smoke Detector 55W) and June 18, 2022 (water flow 185WB) when a smoke detector activated in the sub-cellar mechanical room of the east campus building due to a steam leak. Because the system was offline at the time FDNY did not respond and building staff corrected the condition.

## Appendix 5 – NYLS Policy Related to COVID-19

The top priority of New York Law School (“NYLS” or the “Law School”) is the health, safety, and well being of our community and visitors. In order to maintain a campus that is as safe as possible, and in accordance with applicable public health guidelines regarding COVID-19, NYLS has implemented the following policy. The policy builds on, and where appropriate modifies, the NYLS Policy Related to COVID-19 announced in August 2020 and reflects, among other things, the widespread availability of COVID-19 vaccines and improved understanding of COVID-19 transmission and prevention. Except where otherwise noted, the August 2020 policy and associated protocols remain in effect.

All members of the NYLS community—which includes students, faculty, staff, trustees, alumni, tenant organization personnel, contract personnel working at the Law School, and clients—and visitors to the Law School are expected to fully comply with the procedures outlined in this document. Failure to do so may result in disciplinary action and/or being asked to leave campus.

Because medical and epidemiological understanding of the novel coronavirus continues to evolve, NYLS will continuously monitor all relevant public health guideline, executive orders, state and local health codes, legislation, and rulemaking, as well as the status of the epidemic in New York City and neighboring areas, and will update this policy accordingly.

The policy may be changed at any time and for any reason at the sole discretion of the law school. NYLS will also conduct trainings and provide written guidance for community members on aspects of this policy where necessary. The latest policies can be found at the below link as follows:

COVID-19 Related Policy: <https://www.nyls.edu/COVID-19-related-policy>

COVID-19 Community-Wide Mandatory Vaccination Policy: <https://www.nyls.edu/vaccination-policy>

COVID-19 Community-Wide Mandatory Booster Vaccination Policy: <https://www.nyls.edu/booster-policy>

COVID-19 Visitor Policy: <https://www.nyls.edu/visitor-policy>