

Effective: 11/1/2008

ASU PDP Manual Revision Notice__

Policy	Summary of Changes
PDP 001 Introduction	Revision of Policy Revised to include information on policing authority for all campuses
PDP 003 Police Department Directory	Revision of Policy Revised to update personnel and telephone numbers and to include information on outreach offices
PDP 101-01 Reporting an Emergency	Revision of Policy Revised to include information on call boxes on all campuses and emergency 911 calls
PDP 101-02 Emergency Call Boxes	Revision of Policy Revised to state that the Phoenix Police Department provides law enforcement services to the Downtown Phoenix campus; the Scottsdale Police Department, to the SkySong campus; and call boxes at these locations connect the caller to the appropriate policing department
PDP 101-03 Emergency Evacuation	Revision of Policy Revised to clarify procedures for evacuation and return to buildings; the status of exit doors; notification methods; the handling of persons with disabilities; and staging area information
PDP 101-04 Installation of Emergency Call Boxes	Revision of Policy Revised to clarify how locations of new or existing call boxes are determined, funded, and maintained
PDP 102-01	Revision of Policy

Bomb Threat	Revised to clarify what information to request during a bomb threat, how to notify emergency personnel, what agencies will handle calls from each campus, and who has responsibility for ordering evacuations
PDP 102-02 Civil Disorder	Revision of Policy Revised to state that the primary consideration is the protection of life and that the emergency operation center and plan may be activated; to rephrase and clarify the wording, and to change a cross-reference
PDP 103-01 Earthquake	Revision of Policy Revised to restate the “Background,” and to state that classes may be cancelled and persons remaining at ASU will be notified about staging areas
PDP 103-02 Flood	Revision of Policy Revised to clarify procedures in case of minor flooding, to state that the emergency operation center and plan may be activated, to rephrase and clarify the wording, and to change a cross-reference
PDP 103-03 Severe Weather	Revision of Policy Revised to state that the emergency operation center and plan may be activated and to add a cross-reference
PDP 104-01 Laboratory Emergencies	Revision of Policy Revised to state that the 911 call taker must be notified about the nature and location of the emergency, that the emergency operation center and plan may be activated, and that Environmental Health & Safety must be notified
PDP 104-02 Major Power Outages	Revision of Policy Revised to expand the “Background” information; to state that the emergency operation center and plan may be activated, that emergency phones in elevators should have a battery back-up system, and that drivers must be alert for nonfunctioning traffic control devices; and to add a cross-reference
PDP 104-03	Revision of Policy

Aircraft Accidents	Revised to state that the emergency operation center and plan may be activated, to add procedural steps for witnesses and officers, and to add a cross-reference
PDP 201-01 Operation Identification	Revision of Policy Revised to state that engraving services are provided to all campus locations
PDP 201-02 Crime Prevention—Bicycle Theft	Revision of Policy Revised to add information on registering, securing, and reporting theft of bicycles at all campus locations
PDP 201-03 Vulnerability Assessment—Crime Prevention through Environmental Design (CPTED)	Revision of Policy Revised to change the title of the policy and the program, and to specify how to request a vulnerability assessment and what the report will contain
PDP 201-05 Weapons, Explosives and Fireworks	Revision of Policy Revised to specify the title “chief” of ASU PD in the Exceptions and to clarify the definition of “Fireworks”
PDP 201-06 Governing Electronic Safety and Security Systems	Revision of Policy Revised to clarify responsibility and authority for viewing tapes, termination of malfunctioning or improperly used systems, the disposition of petitions for installation or removal of systems, and notifications of faulty systems
PDP 202-01 Management of Special Events	Revision of Policy Revised to change the title, to wholly restate the policy and procedure, and to remove a cross-reference
PDP 202-02 Campus Security Assistant Program	Policy Deleted
PDP 202-03	Revision of Policy

Sales and Service of Alcoholic Beverages	Revised to clarify wording; to state the requirement for aluminum or plastic containers for consumption of beer or wine at tailgate parties; and to state that “drinking games” are prohibited at such parties, as are devices or actions that “promote the rapid consumption of alcohol”
PDP 202-04 Public Safety Advisory Committee	Revision of Policy Revised to restate that “The primary role of PSAC is advisory and consultative”; that “Recommendations made by the committee are not binding and the chief has final and ultimate decision-making power”; and to rephrase other sections of the policy
PDP 203-01 Complaints against ASU Police Department Personnel	Revision of Policy Revised to state that “If the complainant is not satisfied with the informal resolution, or wishes to file a formal complaint, he or she will be asked to submit a written account of the events. The supervisor will document all events for the complainant if he or she is unable to submit a written account”; to state that the department will investigate a formal complaint; and to rephrase other sections of the policy
PDP 203-02 Reporting Property Crimes	Revision of Policy Revised to state that if a cell phone is used to call 911, “there is the likelihood that your call may be answered by a surrounding agency”; to delete the statement that the victim will be asked to assist officers in apprehending the offender; and to rephrase the procedure
PDP 203-03 Reporting Crimes against Persons	Revision of Policy Revised to state that “Cases that cannot be resolved by responding officers will be sent to the ASU Police Department Detective Bureau for further investigation”; to provide a link to the department Web site for information about sexual assault; and to rephrase the procedure
PDP 203-04 Reporting Obscene and Threatening Telephone Calls	Revision of Policy Revised to state that victims will be provided with an incident tracking number; that victims should not destroy recorded evidence; that victims should notify callers to stop and report the date and time to officers; and that victims should contact cellular providers if necessary
PDP 203-05 Reporting Traffic Accidents	Revision of Policy Revised to state that accidents “for which there is no suspect information may be difficult to solve but may still be reported” and to expand the

	procedure
PDP 204-01 Release of Reports	Revision of Policy Revised to change the title and to combine procedures for the release of civil and criminal reports in one policy
PDP 204-02 Crime Records	Policy Deleted
PDP 205 Campus Flags	Revision of Policy Revised to state that the “Department of Facilities Management is responsible for raising and lowering campus flags unless permission is granted to a specific department to maintain their flags (i.e., ASU Police Department)”
PDP 206 Building Access Services	Revision of Policy Revised to state that the key control system described pertains to Tempe campus only; that exceptions are granted by the ASU Police Department for academic and administrative offices, that “Master or sub-master keys will only be issued to those able to demonstrate a specific need,” that the Lock Shop is part of Facilities Management, that “liability for issued keys rests with the department to which they are given”; to specify responsibility for key transfers; and to rephrase and clarify the wording of the policy and procedure
PDP 207-01 Tempe Campus Transportation Code	Revision of Policy Revised to add “electric personal mobility device” to Section 3. Important Definitions; to modify the definition of “vehicle”; and to clarify prohibited nonpedestrian devices and vehicles

