

RESOURCES

University Offices & Contacts

Department of Public Safety

Chief of Police, Mark J. Porter • 863-3103

Professional Standards Manager, Lieutenant Bruce Holt • 863-3313

Division of Campus Life and Student Services

Vice President for Campus Life and Student Services

Margaret Klawunn • 863-1800

Office of Institutional Diversity

Associate Provost and Director of Institutional Diversity

Valerie Petit Wilson • 863-2216

ONLINE INFORMATION

A Guide to Citizen Comments, Complaints, and Inquiries

www.brown.edu/Administration/Public_Safety/ccforms

This guide offers complete information about the complaint process, links to online complaint/inquiry and commendation forms, as well as frequently asked questions.

Public Safety Oversight Committee & Officer Conduct Review Board

www.brown.edu/Administration/Public_Safety/ccforms/oversight.html

Student Rights and Responsibilities

www.brown.edu/randr

This site offers a complete overview of University non-academic disciplinary procedures administered by the Office of Student Life.

University Discrimination and Harassment Policy and Procedures

www.brown.edu/Administration/diversity/documents/DiscriminationPolicy.pdf

Providence Police Department

www.providencepolice.com Information about the municipal agency and its personnel, to include procedures for submitting citizen complaints.

YOUR BASIC RIGHTS AND RESPONSIBILITIES WHEN INTERACTING WITH LAW ENFORCEMENT



**BROWN
UNIVERSITY**



The Department of Public Safety (DPS) and the Division of Campus Life are dedicated to providing a safe environment for all faculty, staff, and students. Safety is a shared responsibility and the Department of Public Safety's highest priority is to help you develop the tools to safely navigate a large, diverse urban community.

A key element in this effort is to give you guidelines on how to effectively communicate and interact with members of the Brown University Department of Public Safety and other law enforcement agencies.

This brochure is designed to increase your understanding of how to respond if you are stopped by an officer.

Prepared in Partnership by the **DEPARTMENT OF PUBLIC SAFETY**
and **DIVISION OF CAMPUS LIFE AND STUDENT SERVICES**

As part of our efforts to facilitate safety on campus, it occasionally becomes necessary for Brown University Department of Public Safety officers to stop members of the University community and ask for information. Being stopped by an officer does not mean you are a suspect of a crime. To assist DPS in promoting a safe and secure environment, members of the University community are responsible for presenting their identification if it is requested.



WHAT ARE MY RESPONSIBILITIES?

As a student at Brown University, you are expected to abide by Rhode Island state law, and to follow Brown University policy. We anticipate that you will have positive experiences when dealing with Brown University officers, however, we feel it is helpful for you to have suggested procedures to follow. Brown Department of Public Safety officers are authorized to enforce state laws and university rules and regulations.

At Brown University, there is a policy within the Standards for Student Conduct that covers interactions with officers, including the responsibility you have to present your identification when it is requested by a university official, including a DPS officer. If you do not present your identification when requested by an officer, you can be charged through the Office of Student Life Non-Academic Disciplinary Procedures in accordance with:

Offense VII: Failing to comply with the proper directive(s) of a University official, including refusing to identify oneself or refusing to present University identification to a University staff member, including members of the Department of Public Safety.

WHAT SHOULD I EXPECT IF STOPPED BY AN OFFICER?

Remember that the first few seconds of your encounter with a law enforcement official may very well set the tone for the interaction. You can expect:

- To be treated courteously.
- The officer to identify himself/herself when being questioned.
- The questioning to be as brief as possible.
- The officer to provide an explanation for the stop. However, it is important to remember that this explanation may occur at any time during the encounter.

If you are stopped by a law enforcement official, you should:

- Remain calm and respectful.
- Do not run or walk away from the officer.
- Comply with the officer's directives and identify yourself by presenting university identification.
- If involved in a motor vehicle stop, slow down and pull over as soon as possible. Keep your hands visible and turn on your interior light.
- Note the name of the officer(s) you had contact with.

Being stopped by an officer does not always mean you are a suspect of a crime. Try to recognize that the officer has a responsibility to protect the rights and safety of all persons and may be responding as a result of a call made by a concerned community member. Maintain your composure and wait for the right opportunity to ask any questions you may have.

The Department of Public Safety offers a variety of methods in which community members may submit feedback about their interactions with DPS officers. If you feel you were mistreated, have a question about your interaction, or wish to share a compliment about an officer, this process is for you.

It is important to remember that during an encounter with a law enforcement official is not the most appropriate time to attempt to address your dissatisfaction with the officer or the situation.

It is the policy of DPS to accept and investigate ALL complaints/inquiries against the department, or its employees. Complaints/inquiries and compliments are accepted in any form to include complaints/inquiries and commendations that are filed in the lobby of DPS locations, by campus mail, telephone, e-mail, or online at www.brown.edu/publicsafety.

Complaint/inquiry forms are available in the lobby of DPS Headquarters, 75 Charlesfield St., DPS Communication Center, in Faunce House, as well as the Offices of Student Life and Institutional Diversity.
