



SUAGM

DALLAS

# SECURITY NORMS, POLICIES AND REGULATIONS 2016

**Student Right to Know  
and Campus Security ACT**

Public law 101-542

**ANNUAL SECURITY REPORT**

Security is everyone's  
responsibility

**TURABO**

UNIVERSIDAD  
DEL TURABO  
SISTEMA UNIVERSITARIO  
ANA G. MÉNDEZ

**UNE**

UNIVERSIDAD  
DEL ESTE  
SISTEMA UNIVERSITARIO  
ANA G. MÉNDEZ

**UMET**

UNIVERSIDAD  
METROPOLITANA  
SISTEMA UNIVERSITARIO  
ANA G. MÉNDEZ



## A MESSAGE FROM THE PRESIDENT

It is with great pleasure that we present this information brochure, in accordance with the Standards, Policies and Regulations of Security at Ana G. Méndez University System, Campuses of Metro Orlando, South Florida, and Tampa Bay and its three institutions: Universidad del Turabo, Universidad Metropolitana, and Universidad del Este. This manual is in compliance with the federal provision of the “Student Right to Know Act and Campus Security Act” - PL 101-542.

I am sure that, if all of us conform to this important security rules and regulations, we will be able to enjoy a safe and harmonious environment within our institutions.

Sincerely,

José F. Méndez Méndez  
President  
Ana G. Méndez University System

## INSTITUTIONAL POLICY

The Ana G. Méndez University System has as its institutional policy the creation and promotion of a safe environment for work and study, free of risks against health and security, nurturing respect, protection and well-being within the University Community.

## ANNUAL SECURITY REPORT

This Annual Security Report is prepared to comply with the Clery Act using information maintained by the Campus Security, information provided by other university offices such as Student Affairs, and other Campus Security Authorities and information provided by local law enforcement agencies surrounding the campus.

This report provides statistics for the previous three years concerning reported crimes that occurred on the SUAGM Continental USA Branch Campuses. This report also includes institutional policies concerning campus security, such as policies regarding sexual harassment, alcohol and other drugs.

The university distributes a notice of the availability of this Annual Security Report by October 1 of each year to every member of the university community. Anyone, including prospective students and employees, may obtain a copy of this report by contacting the Campus Security or by visiting <http://www.suagm.edu/dallas/srtk/> for the Dallas Campus.

At Ana G. Méndez University System, the safety and security of our Dallas students, faculty, administration and visitors is top on our priorities. We share the responsibility to create an environment that will safely foster education of excellence, encompass a positive working atmosphere, and exemplifies a safe venue for the community to gather and discuss important issues.

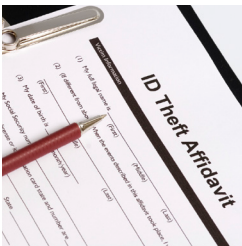
## SECURITY AND OCCUPATIONAL SAFETY

In accordance with the institutional policy, SUAGM is responsible for protecting the life and safety of our university community and its visitors. We recognize the right of the university community to be informed of delinquent acts occurring in each institution and the collection of relevant facts about delinquent activity in the various units comprising it. The Report of Delinquent Activities by Category, as required by the Student Right to Know and Campus Security Act, is distributed annually, during the enrollment period, as well as in chats and orientations. Also, should there be unforeseen situations that may threaten the security of the University Community, they will be investigated diligently by the Campus administration and, according to each case, the community will be alerted by press release and other means of communication.

## SECURITY

The Security Area is a responsibility of the Operation's Manager at each academic location. The Security Officers are located at the reception area. The Campus Director, the Operations Manager along with the Security Officers are responsible of ensuring compliance with the security policies, to assist, offer guidance, preventive surveillance, inspections of all areas, investigation of delinquent actions or incidents, and maintain the security of students, associates, professors, and visitors during the established operation hours. Each Campus is provided with electronic security cameras creating a secure environment for our University Community and visitors. This Office keeps a record of any incident that may occur in the institution that affects the safety and security of the academic community.

## PROCEDURE FOR REPORTING DELINQUENT ACTS, VIOLATIONS OF INSTITUTIONAL POLICIES AND REGULATIONS, AND MEDICAL EMERGENCIES



Students, associates and professors must follow the established Institutional Policies and Regulations in order to ensure a secure work and study environment free from recognized risks. The University Community (students, faculty, associates and visitors) is responsible for notifying the Security Officer, or any staff member of any

dangerous situation that could represent some risk to life, security or property.

When the situation is related to a violation of the Student, Faculty or Associate Regulation, or to Institutional Policies, the Security Officer may intervene with the person and immediately inform the Operations Manager, Campus Director or local Police if needed.

The Security Officer will complete the "Incident Report" and inform the Operations Manager or the Campus Director.

If any Medical Emergency arises, the Security Officer will determine if a 911 call is needed. He/she must notify immediately the Campus Director or Operation Manager.

In a medical emergency the Security Officers will take the necessary measures and cooperate with the mobilization of medical services.

## REPORTING CRIMES OR OTHER EMERGENCIES

There is a number of ways for the university community members and visitors to report crimes, serious incidents, and other emergencies to appropriate university officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire university community that you immediately report all incidents to the Campus Security to ensure an effective investigation and appropriate follow-up actions, including issuing a timely warning or emergency notification. If crimes are never reported, little can be done to help other members of the community from also being victims. The university community will be much safer when all community members participate in safety and security initiatives.

**Reporting to Campus Security** (See Telephone Directory at the end of the report)

We encourage all members of the university community to report all crimes and other emergencies to the Campus Security in a timely manner. The Campus Security is available by phone or in person at the Dallas Campus.

## VOLUNTARY, AND CONFIDENTIAL REPORTING

If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the university or criminal justice system, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow the university to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security Report. In limited circumstances, the Campus Security may not be able to assure confidentiality and will inform you in those cases. Anyone may call the Campus Security emergency phone to report concerning information. Callers may remain anonymous.

### Reporting to Other Campus Security Authorities

The Clery Act recognizes certain university officials and offices as “Campus Security Authorities (CSA).” The Clery Act defines these individuals as “official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution, but does not have significant counseling responsibilities.” Actual professional & pastoral counselors are exempt. CSA’s are obligated to report crimes reported to them which occurred on campus, in public areas bordering campus and in certain non-campus buildings owned or controlled (leased) by the College. CSA’s should only report those crimes that have not been previously reported to Campus Security or another College CSA. The intent of including non-law enforcement personnel in the CSA role is to acknowledge that some community members and students in particular, may be hesitant about reporting crimes to security or the police, but may be more inclined to report incidents to other campus-affiliated individuals.

## TIMELY WARNINGS

The purpose of a “Timely Warning” is to aid in the prevention of a violent crime against a person or a particularly threatening crime against property that represents an ongoing danger. The intent of a timely warning is to enable people to protect themselves. A timely warning will be issued for any of the following crimes that are reported by a Campus Security Authority or local law enforcement agency that occurs on the university’s Clery geography and is considered by the university to represent a serious or continuing threat to students, staff, and faculty:

- Arson
- Robbery
- Burglary
- Dating Violence
- Domestic Violence
- Aggravated Assault
- Motor Vehicle Theft
- Forcible and Non-forcible Sex Offenses
- Criminal Homicide, including: Murder, Non-negligent Manslaughter, and Negligent Manslaughter

The Campus Security will send a “Timely Warning” by email, text message or phone call to all students, staff, and faculty when the above criteria is met and the pertinent information is available. The timely warning will provide details of the crime, a description of the suspect (if known), and information that will aid in the prevention of similar crimes. The message may omit some information if providing it could identify the victim or compromise law enforcement efforts. Timely warnings may be updated when new or more accurate information becomes available.

The decision to issue a timely warning is made on a case-by-case basis with consideration given to the validity of the information about the crime reported, information known to the police, the nature of the crime, when and where the incident occurred, when it was reported, continuing danger to the campus community, and risk of compromising law enforcement efforts or identifying the victim. If a suspect is apprehended or other facts indicate that any danger has passed and is unlikely to reappear, a timely warning will not be issued. If the report to the police is delayed to the point where the on-going threat has dissipated, the warning will not be issued. If there is reason to believe that a report was not made in good faith, the timely warning will not be issued. Please note that timely warnings are a separate and distinct process from the emergency notification messages.

Anyone with information warranting a timely warning should report the circumstances immediately to the Campus Security.

## EMERGENCY NOTIFICATIONS

The university is committed to ensuring the university community receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus or in the local area that poses an immediate threat to their health and safety. The university uses the emergency notification system Blackboard Connect. Blackboard Connect is an emergency notification service available to students, staff, and faculty who opt-in. Blackboard Connect can be used to send emergency messages within minutes of the occurrence of an incident.

The types of emergencies that will be notified are the following, but they are not limited to:

- Fires
- Drought
- Tsunami
- Terrorism
- Flashfloods
- Earthquakes
- Thunderstorm
- Active shooter
- Chemical Spills
- Storms/Hurricanes
- Twister
- Severe Winter Weather

The emergency notifications will be issued after the following steps:

- Confirming the existence of a significant emergency or dangerous situation.



- Determining the appropriate segment or segments of the university community to receive the emergency notification.
- Determining the contents of the emergency notification using preexisting templates

## SEXUAL VIOLENCE AND VIOLENCE AGAINST WOMEN

The university is committed to providing a safe learning and working environment, and in compliance with the provisor of the Title IX has adopted policies and procedures to prevent and respond to incidents of sexual violence including sexual assault, domestic violence, dating violence and stalking. These guidelines apply to all students, faculty, staff, contractors and visitors.

For more information, please refer to Prevention and Awareness Program (VAWA Title IX).

If you are a witness or a victim of sexual violence or violence against women, please notify immediately to any Campus Security or Campus Security Authority.

## DAILY CRIME LOG

The Campus Security maintains a Daily Crime Log of all Clery crimes reported to the department. These logs identify the type, location, and time of each criminal incident reported to the Campus Security. The most current 60 days of information is available at the Security Office and it can be requested at any time without further notice.

## CLERY ACT CRIMES

**Murder/Manslaughter** – defined as the willful killing of one human being by another.

**Negligent Manslaughter** – is defined as the killing of another person through gross negligence.

**Sex offenses** – Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- Rape — the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling — The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest — Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape — Non-forcible sexual intercourse with a person who is under the statutory age of consent.

**Robbery** – is defined as taking or attempting to take anything of value

from the car, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

**Aggravated Assault** – is defined as an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

**Burglary** – is the unlawful entry of a structure to commit a felony or a theft.

**Motor Vehicle Theft** – is the theft or attempted theft of a motor vehicle.

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

## HATE CRIMES:

**Hate Crimes** – includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of bias listed below, plus the following crimes.

**Larceny/Theft** — includes, pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

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

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

**Destruction/Damage/Vandalism or Property** (except Arson) — to willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

## CATEGORIES OF PREJUDICE:

**Race** — A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.

**Gender** — A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

**Religion** — A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

**Sexual Orientation** — A preformed negative opinion or attitude

toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.

**Ethnicity/National origin** — A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions.

**Disability** — A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

## DATING VIOLENCE, DOMESTIC VIOLENCE, AND STALKING

**Dating Violence** — Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

**Domestic Violence** — A felony or misdemeanor crime of violence committed:

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

**Stalking** — Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

## INSTITUTIONAL POLICY FOR AN ENVIRONMENT FREE OF DRUGS, ALCOHOL AND TOBACCO FOR THE COMMUNITY AND STUDY AND WORK



SUAGM, conscious of the adverse and harmful effects of drugs, alcohol and tobacco in our society, complies with the Drug Free Workplace Act (34 CPR 85), the Drug Free Schools and Campuses Regulations (34 CPR 86), PL 40 of 1993, and PL 86 dated March 2, 2008.

In order to comply with the commitment to

maintain an environment free from alcohol, tobacco, and controlled substances, students, associates, professors and visitors are forbidden to manufacture, consume, distribute, possess and sell alcoholic beverages and controlled substances within the limits of the academic institutions (PL 4, dated June 23, 1971, and PL 101-2, dated December 26, 1989) including classrooms, offices, laboratory installations, conference rooms and any area in property of AGMUS. It is not permitted for associates or faculty members to attend to their posts under the influence of alcohol or drugs within and outside the properties of AGMUS. Also, it is not permitted to smoke products derived from tobacco inside the facilities.

### Distribution of Policy

This policy is available at [www.suagm.edu/florida](http://www.suagm.edu/florida), [www.suagm.cac](http://www.suagm.cac), [www.suagm.dallas](http://www.suagm.dallas). It is also available at the Campus Director's Office, Learning Resources Center, Integrated Services Office, Human Resources Representative and the reception area at each Campus.

## INSTITUTIONAL POLICY ON CARRYING ARMS

SUAGM promotes and maintains a work and study environment that is safe and healthful for the entire university community. In order to comply with the commitment to maintain a safe environment, the carrying of arms is prohibited in the entire premises and within the limits of the institutions and Branch Campuses in the US, as well as any activity sponsored. Federal gun laws are enforced by the Bureau of Alcohol, Tobacco, Firearms and Explosives by means of the Office of Enforcement Programs and Services, Firearms Programs Division. Most federal gun laws were enacted through:



- National Firearms Act (1934)
- Omnibus Crime Control and Safe Streets Act of 1968
- Gun Control Act of 1968
- Firearm Owners Protection Act (1986)
- Gun-Free School Zones Act (1990) (ruled unconstitutional as originally written; has been upheld repeatedly after minor edits were made by Congress)
- Brady Handgun Violence Prevention Act (1993)

The prohibition includes students, professors, associates, and visitors even when holding weapon permits are authorized under the federal and state laws. The only exemption on carrying weapons will be for those agents of order or public safety, duly authorized by the Government, in which cases the weapon cannot be exposed to the view of the University Community.

A student, associate or professor who does not obey or follow this policy will be in complete violation of the SUAGM Student Regulations.

# HARASSMENT



The University strives to provide an environment free from harassment and prohibits harassment based on sex, race, color,

national origin, age, disability, religion and any other factor protected under federal, state or local laws. This policy applies to all University Community members. Vendors and visitors are also expected to comply with this policy.

The University recognizes the tension between protecting all members of the University Community from harassment and protecting academic freedom and freedom of expression. It is the policy of the institution that no member of the community may harass another. Conduct that reasonably serves a legitimate educational purpose, including pedagogical techniques, does not constitute harassment. In the educational setting within the University, wide latitude for professional judgment in determining the appropriate content and presentation of academic material is required. Those participating in the educational setting bear a responsibility to balance their rights of free expression with a consideration of the reasonable sensitivities of other participants. Therefore, this policy against harassment shall be applied in a manner that protects academic freedom and freedom of expression including, but not limited to, the expression of ideas, however controversial, in the classroom setting, academic environment, university-recognized activities, or on the campus.

Sexual harassment is a form of sex discrimination. The legal definition of sexual harassment is “unwelcome verbal, visual, or physical conduct of a sexual nature that is severe or pervasive and affects working conditions or creates a hostile work environment.”

Conduct is not sexual harassment if it is welcome. For this reason, it is important to communicate (verbally, in writing, or by your own actions) to the harasser that the conduct makes you uncomfortable and

that you want it to stop. However, you are not required to confront the other person if you do not feel comfortable doing so.

Many different kinds of conduct verbal, visual or physical that is of a sexual nature may be considered sexual harassment, if the behavior is unwelcome and if it is severe or pervasive. Here are some more examples:

- **Verbal or written:** Comments about clothing, personal behavior, or a person's body; sexual or sex-based jokes; requesting sexual favors or repeatedly asking a person out; sexual innuendoes; telling rumors about a person's personal or sexual life; threatening a person
- **Physical:** Assault; impeding or blocking movement; inappropriate touching of a person or a person's clothing; kissing, hugging, patting, stroking
- **Nonverbal:** Looking up and down a person's body; derogatory gestures or facial expressions of a sexual nature; following a person
- **Visual:** Posters, drawings, pictures, screensavers or emails of a sexual nature

Both men and women can be sexually harassed and someone of the same or opposite sex can sexually harass you.

SUAGM policy promotes to the University Community and visitors a working learning environment that is fair, humane and responsible, nurturing professional advancement and education based on abilities and performance. SUAGM does not tolerate harassment in the job or in the study environment.

Racial Harassment And Harassment Based On National Origin, Ethnicity, Or Color is objectionable verbal and/or physical conduct based on such factors.

The University seeks to provide equal educational opportunities for all students and to cultivate the ethical and moral values of a just society. To do so, the University must maintain an environment free from racial harassment, intimidation, and humiliation as expressed by communication, threats, acts of violence, hatred, abuse of authority, or ill-will that assault an individual's self-worth.

Following are examples of behaviors, which, if based on race, ethnicity, or national origin, may constitute harassment:

- Making demeaning remarks to an individual or group or in the presence of an individual or group. This includes name calling, racial slurs, epithets, jokes, and racial put downs if the intention or result is to demean a person or group, treat individuals or groups differently because of race, ethnicity, national origin, or color, or create a hostile environment.
- Displaying, circulating, or placing visual or written material demeaning race, ethnicity, national origin, or color in a University living or working area, when the intention or result is to make the education, working, or living environment hostile or demeaning.
- Damaging, defacing, or destroying the University's property or the property of any member because of race, ethnicity, national origin, or color.
- Using “fighting words”; expressing in words, pictures, or symbols commonly understood to convey hatred or contempt, based on race, color or ethnicity.
- Engaging in intentional acts based on race that obstruct or impair University activities in or outside University buildings or in other locations where University-sponsored activities occur.
- Physically threatening or assaulting, intentionally engaging in physically violent acts, malicious injury to person which intentionally or recklessly imperils the safety of others; engaging in malicious harassment in violation of state and federal law
- Engaging in demeaning verbal and other expressive behavior of a racial nature in instructional settings.

Harassment Based On Other Protected Categories is treated the same as sexual and racial harassment in this policy and may be evidenced by similar types of behavior based on such factors.

Academic Freedom in Instructional Settings guidelines pertaining to faculty and academic staff is outlined below and, where applicable, will be considered in processing complaints.

## Definitions

An “instructional setting” is a situation in which a member of the faculty or academic staff is communicating with a student(s) concerning matters the faculty or academic staff member is responsible for teaching the student(s). These situations include, but are not limited to, such communication in a classroom, laboratory, during a field trip, or in a faculty or academic staff member’s office.

“Expressive behavior” is conduct in an instructional setting whenever a faculty or academic staff member seeks to communicate with students. It includes, but is not limited to, the use of visual materials, verbal or written statements, and assignment of visual, recorded, or written materials.

## Protected Expressive Behavior

A faculty or academic staff member’s selection of instructional materials shall not be the basis for discipline if the material selected is germane to the subject of the course. However, if the faculty or academic staff member’s claim that the materials are germane to the subject of the course is clearly unreasonable, it shall not be an acceptable defense to the use of such material. A faculty or academic staff member’s expressive behavior shall not be the basis for discipline if the behavior constitutes an opinion or statement or teaching technique germane to the subject matter of the course. However, if the faculty or academic staff member’s claim that the expressive behavior is germane to the subject is clearly unreasonable, it shall not be an acceptable defense to the use of such behavior.

## Procedure for Complaints

Any member of the academic community or visitor that believes they have been a victim of such harassment must notify immediately the Operations Manager, the Campus Director, Security Guard, or any other university officer. A formal complaint will be opened and an

investigation will be conducted. Based on the results of the investigation, appropriate actions will be taken.

The complaint may be presented orally or in writing and must include the full name of the person presenting the complaint, that of the person against whom the complaint is made, the witnesses who may have knowledge of the facts, and a narrative specifying the date or dates of the incidents.

The investigation will be conducted by a Committee appointed by the Campus Director with the Chancellor’s approval. A report will be submitted no later than thirty (30) working days after presentation of the complaint.

The Campus Director and the Chancellor will evaluate the report presented by the committee, within no more than ten (10) working days and issue their determination which will be notified to both parties. If needed, other areas like Human Resources may be included in the investigation process. All processes will be conducted under the Family Educational Rights and Privacy Act (FERPA) and all other applicable legislation.

The investigation process will be informal and administrative, for which reason the parties will not be allowed legal representation. If dissatisfied with the result of the investigation and disposition of the complaint, either party may appeal the ruling to the office of the President of SUAGM within five (5) working days after notification of the resolution of the complaint for whatever action may be required.

## False Reports

Submission of a good faith complaint, concern, or report of harassment will not affect the complainant’s or reporter’s

employment, grades, academic standing, or work assignments. However, an individual found to have made a false complaint or report or to have knowingly and willingly given false information during an investigation, will be subject to disciplinary action.

## Confidentiality

The University will handle all reports of harassment or discrimination as discreetly as possible, sharing information on a need to know basis only. To properly investigate an allegation of harassment or discrimination, the University may need to divulge the identities of individuals involved. The University will comply with discovery or disclosure obligations as may be legally required.

## Retaliation

Retaliation will not be tolerated against anyone who has reported harassment or a concern about harassing conduct, or has participated in an investigation, complaint process or hearing, or has filed a complaint alleging harassment. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment. Anyone found to have acted in a retaliatory manner will be subject to appropriate disciplinary action.

## Publication

The Campus Director or its representative will provide the necessary information to associates, professors and students with relation to the policy on harassment upon request.

This policy is a summary of the SUAGM’s Policy against Harassment, Executive Order 01-98, dated February 1, 1988.



## SEXUAL VIOLENCE AND DATING VIOLENCE, HARASSMENT AND DISCRIMINATION BY SEX (VAWA TITTLE IX) PREVENTION AND AWARENESS PROGRAM

SUAGM has the responsibility of watching out for the security of our University Community and its visitors.

The counselors offices at the Campus is available for emotional support and referral to other services of professional help.

### Procedure to Follow on Occurrences

Immediately request help and notify security personnel and/or the Operations Manager or Campus Director.

- The Security Officer will take charge of the scene, cordoning off the area and preserving

evidence. The Security Officer and the Campus Director will be responsible for notifying the Police, Sexual Crimes Section, for their corresponding investigation.

- If it is determined the victim should be transferred to a hospital, the Security Director in coordination with the Security Officer, will carry out the necessary steps for the transfer. The Security Director will communicate with the victim's family.
- The Security Officer in coordination with Operation Manager will be responsible for drafting a final report for the Campus Director.

### Recommendations

In case of a sexual attack, the Center for Aid to Rape Victims recommends the following:

- Do not change clothing or bathe/clean
- Do not take medicines
- Seek immediate medical assistance



## OTHER SERVICES

The SUAGM Campuses have among their responsibilities to promote and to watch for the integral development of students in their physical, intellectual, emotional, social, cultural, spiritual and ethical beings. To reinforce our security standards it is require to each and every student inside the premises of the US universities facilities to always carry their student ID. The Security Officer is required to request all students to present their ID at any moment. The Security Officer is entitled to forbid the access to any student that does not have an ID and will require the Student to visit Integrated Services or the Learning Resources Center to request a new Student ID.

# INCIDENCE TABLE

## CRIME LOG REPORT 2015

### UNIVERSIDAD METROPOLITANA - ALL CAMPUSES

### UNIVERSIDAD DEL ESTE - ALL CAMPUSES

### UNIVERSIDAD DEL TURABO - ALL CAMPUSES

CAMPUS	DALLAS				CAMPUS	DALLAS				CAMPUS	DALLAS			
	On Campus	Off Campus	Public Property	Total		On Campus	Off Campus	Public Property	Total		On Campus	Off Campus	Public Property	Total
CRIMINAL OFFENSES:					CRIMINAL OFFENSES:					CRIMINAL OFFENSES:				
Murder / Non-negligent manslaughter					Murder / Non-negligent manslaughter					Murder / Non-negligent manslaughter				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Negligent Manslaughter					Negligent Manslaughter					Negligent Manslaughter				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Sex Offences: Forcible					Sex Offences: Forcible					Sex Offences: Forcible				
Rape					Rape					Rape				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Fondling					Fondling					Fondling				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Sex Offences: Non-Forcible					Sex Offences: Non-Forcible					Sex Offences: Non-Forcible				
Incest					Incest					Incest				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Statutory Rape					Statutory Rape					Statutory Rape				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Robbery					Robbery					Robbery				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Aggravated Assault					Aggravated Assault					Aggravated Assault				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Burglary					Burglary					Burglary				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Motor Vehicle Theft					Motor Vehicle Theft					Motor Vehicle Theft				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Arson					Arson					Arson				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0

CAMPUS	DALLAS				CAMPUS	DALLAS				CAMPUS	DALLAS			
	On Campus	Off Campus	Public Property	Total		On Campus	Off Campus	Public Property	Total		On Campus	Off Campus	Public Property	Total
VIOLENCE AGAINST WOMENS ACT (VAWA) OFFENSES:					VIOLENCE AGAINST WOMENS ACT (VAWA) OFFENSES:					VIOLENCE AGAINST WOMENS ACT (VAWA) OFFENSES:				
Dating Violence					Dating Violence					Dating Violence				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Domestic Violence					Domestic Violence					Domestic Violence				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Stalking					Stalking					Stalking				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
ARRESTS:					ARRESTS:					ARRESTS:				
Weapons: Carrying, possessing, etc					Weapons: Carrying, possessing, etc					Weapons: Carrying, possessing, etc				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Drug Abuse Violations					Drug Abuse Violations					Drug Abuse Violations				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Liquor Law Violations					Liquor Law Violations					Liquor Law Violations				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
DISCIPLINARY ACTIONS:					DISCIPLINARY ACTIONS:					DISCIPLINARY ACTIONS:				
Weapons: Carrying, possessing, etc					Weapons: Carrying, possessing, etc					Weapons: Carrying, possessing, etc				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Drug Abuse Violations					Drug Abuse Violations					Drug Abuse Violations				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
Liquor Law Violations					Liquor Law Violations					Liquor Law Violations				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0
UNFOUNDED CRIMES:					UNFOUNDED CRIMES:					UNFOUNDED CRIMES:				
Weapons: Carrying, possessing, etc					Weapons: Carrying, possessing, etc					Weapons: Carrying, possessing, etc				
2013	0	0	0	0	2013	0	0	0	0	2013	0	0	0	0
2014	0	0	0	0	2014	0	0	0	0	2014	0	0	0	0
2015	0	0	0	0	2015	0	0	0	0	2015	0	0	0	0

## UNIVERSIDAD METROPOLITANA - DALLAS

BINS	RACE			RELIGION			SEXUAL ORIENTATION			GENDER			GENDER IDENTITY			DISABILITY			ETHNICITY			NATIONAL ORIGIN		
	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property
<b>CRIMINAL OFFENSES:</b>																								
Murder / Non-negligent manslaughter																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses: Forcible																								
Rape																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses: Non-Forcible																								
Incest																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-theft																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



BIAS	RACE			RELIGION			SEXUAL ORIENTATION			GENDER			GENDER IDENTITY			DISABILITY			ETHNICITY			NATIONAL ORIGIN		
	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property
<b>CRIMINAL OFFENSES:</b>																								
<b>Murder / Non-negligent manslaughter</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses: Forcible</b>																								
<b>Rape</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Fondling</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses: Non-Forcible</b>																								
<b>Incest</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Statutory Rape</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Robbery</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Aggravated Assault</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Burglary</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Motor Vehicle Theft</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arson</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Simple Assault</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Larceny-theft</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Intimidation</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Destruction/damage/vandalism of property</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

BIAS	RACE			RELIGION			SEXUAL ORIENTATION			GENDER			GENDER IDENTITY			DISABILITY			ETHNICITY			NATIONAL ORIGIN		
	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property	On Campus	Off Campus	Public Property
<b>CRIMINAL OFFENSES:</b>																								
<b>Murder / Non-negligent manslaughter</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses: Forcible</b>																								
<b>Rape</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Fondling</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses: Non-Forcible</b>																								
<b>Incest</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Statutory Rape</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Robbery</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Aggravated Assault</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Burglary</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Motor Vehicle Theft</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arson</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Simple Assault</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Larceny-theft</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Intimidation</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Destruction/damage/vandalism of property</b>																								
2013																								
2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



# TURABO

UNIVERSIDAD  
DEL TURABO  
SISTEMA UNIVERSITARIO  
ANA G. MÉNDEZ

# UNE

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DEL ESTE  
SISTEMA UNIVERSITARIO  
ANA G. MÉNDEZ

# UMET

UNIVERSIDAD  
METROPOLITANA  
SISTEMA UNIVERSITARIO  
ANA G. MÉNDEZ

## TELEPHONE DIRECTORY

### Campus / Department

### Telephone / Extension

#### DALLAS CAMPUS

Ditect Number	469-431-7300
Administration	5303
Integrated Services	5311
Associated Register	5306
Recepcionist	5328, 5300
Operation Manager	5305

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Diseño Gráfico e Impresión por Imprenta SUAGM.