

**Appendix K – Attachment 2**  
**OSU Incident Commander – Initial Communication Analysis**

The OSU Incident Commander (IC) can use the Initial Communication Analysis form as a tool for determining and documenting whether an OSU Alert is required under the Clery Act. If an alert is required, the IC then determines the appropriate communication process (Appendix B, Attachment 3). The IC should always consider whether the university can provide information to the campus community that would help them protect themselves.

- \_\_\_\_\_ Yes/No – Did or could the incident occur on OSU Clery Act geography?
- A. On-campus (including student housing): Examples include Memorial Union, Austin Hall, Weatherford Hall, The GEM, etc.
  - B. Public Property: 900 to 2600 block of NW Monroe Avenue, 1500 to 3500 block of SW Western Blvd. Generally, streets and sidewalks bordering the main campus.
  - C. Noncampus: OSU Extension Offices, Greek Life houses, Trysting Tree Golf Course, OSU Printing and Mailing, OSU-owned or -operated forests and farms, etc. Generally, OSU properties not on the main campus.

- \_\_\_\_\_ Yes/No – Does the incident represent either (see Appendix B, Attachment 1):
- A. A significant emergency or dangerous situation involving an immediate threat on-campus; or
  - B. A Clery Act crime in Clery Act geography that is an ongoing or serious threat?

The following factors may be considered when deciding if an incident is a significant emergency or dangerous situation or is an ongoing or serious criminal threat:

Significant emergency or dangerous situation involving an immediate threat...
1. Reference Appendix B, Attachment 1. <i>Objective is to preserve the immediate health or safety of students and employees.</i>
Serious or ongoing Clery Act crime – When considering the behavior/incident...
1. Threatened/used a weapon (include drugging), accessed weapons, threatened/caused physical harm (including sexual violence)?
2. Has a history of gang/criminal lifestyle, carrying weapons, assault, threatening violence, violating court order, or use of weapons?
3. Engaged in harassing behavior leading up to the incident like making threats, following, incessant contact, damaging property, etc.?
4. History of lashing out against others or threatened harm against indirectly involved parties?
5. Exhibits dissociative behavior like unconcern/unaware of personal safety?
6. Exhibits signs of aggression or impulsivity?

Serious or ongoing Clery Act crime – When considering the behavior/incident...
7. Use of planning or tools?
8. Committed by a group or included accomplices?
9. Exhibited behaviors to evade detection/conceal behavior?
10. Has a similar crime been reported indicating a pattern?
11. Exhibits signs of deception, fraud, surprise, hiding, luring or intent to injure?
12. Is the crime taking advantage of unlocked doors, vulnerable conditions or other routine behaviors that could be mitigated with a warning?
13. Has the perpetrator been identified?
14. Has the perpetrator been apprehended/without freedom to continue the behavior?