

2.1 Applicability

This policy applies to the personal conduct of an employee while functioning in the course and scope of employment, whether on or off Post, and to any off-duty violent conduct that adversely affects duties and responsibilities.

This policy further applies to cadets, summer session cadets, volunteers, contracted service representatives, visitors, and other third parties. Sexual misconduct, including but not limited to sexual assault, sexual exploitation, dating violence, domestic violence, and stalking, occurring on or off Post will be governed by General Order 16, Discrimination, Harassment, and Sexual Misconduct Policy, in addition to this policy.

2.2 Prohibited Conduct and Sanctions

Violence includes, but is not limited to, intimidation, threats, physical attack, domestic and dating violence, stalking, or property damage, and includes acts of violence committed by or against employees, cadets, contractual workers, volunteers, visitors, or other third parties on Institute owned, controlled, or leased properties, or while conducting Institute business at any location.

Prohibited conduct includes, but is not limited to, intentionally:

- Injuring another person physically;
- Engaging in verbal or physical behavior that creates a reasonable fear of injury to an identifiable person;
- Engaging in verbal or physical behavior that subjects an identifiable person to extreme emotional distress;
- Engaging in threatening or violent behavior based on race, ethnicity, gender, or other protected status;
- Defacing or damaging property;
- Threatening to injure an individual or to damage property;
- Committing injurious or threatening acts related to sexual assault, stalking, dating or domestic violence or sexual harassment;
- Brandishing a weapon or firearm, and
- Retaliating against any individual who, in good faith, reports a violation of this policy.

Verbal behavior prohibited by this policy also includes electronic communication such as e-mail, comments posted on websites, and social media. See also, General Order 71, Use of Social Media.

Violation of this policy, including off-duty violent conduct by an employee, may result in disciplinary actions under the appropriate faculty, staff, and cadet policies, up to and including dismissal. Individuals who violate this policy may also be subject to arrest for violation of any applicable state criminal statute, and/or may be barred from Post.

2.3 Prohibition of Weapons

In accordance with 8 VAC 100-10-20, possession, carrying, or storage of any weapon by Ton

Any such individual who is reported or discovered to possess a weapon on VMI property in violation of this policy will be asked to remove it immediately. Failure to comply may result in , or bar from Post.

2.4 Authorized Exceptions to Prohibition on Possession of Weapons

An employee, cadet, or approved student may possess a weapon in specified locations if it is:

- Used by a cadet, employee, or approved student connected with weapon training/instruction at the North Post Baffled Range Facility;
- Used by an employee who is a certified law enforcement officer employed by the VMI Police Department;
- Required as part of an _____ or for cadet training or recreational purposes as approved by the Commandant;
- Used by an ROTC employee engaged in military training involving weapons.
- Individually authorized hunting or game reduction program expressly permitted by VMI officials.
- Used by an individual in connection with the NCAA rifle teams or club shooting teams and programs.

VMI Rifle Team weapons can be fired at both VMI Ranges and will be stored at the Kilbourne Indoor Range or the VMI Armory as required for maintenance and will not be transported to any other location on Post.

Rules for Corps Marksmanship Program (CMP), New Cadet Military Training (NCMT), the Skeet Club, other cadet club events using weapons, and shooting events sponsored by the Director of Marksmanship will be approved by the Commandant. The Commandant will ensure the rules for storage of these weapons in the Armory is consistent with the overall intent of this policy.

The Director of Marksmanship will ensure the rules for storage of weapons in the North Post Baffled Range Facility are consistent with the overall intent of this policy. Cadet and employee personally owned weapons are only authorized on the North Post Baffled Range Facility and will be stored at the range or removed from VMI property upon completion of the shooting event. All personally owned weapons will be transported to and from the North Post Baffled Range Facility via the most expeditious route to the Range Facility will be utilized and stops on Post are prohibited.

The transport and handling of all weapons, both VMI owned and personally owned, will be in accordance with the published Range Standard Operating Procedure (SOP) for the North Post Baffled Range Facility, both

- A description of the event that requires the exception;
- A detailed description of the number and types of weapons that will be on the VMI Post;
- The duration (from and to dates and times); and
- A list of individuals who will have weapons, or in the case of a non-employee event (for example a historical reenactment), the individuals responsible for the event and the VMI point of contact.

2.5 Violence Prevention and Threat Assessment

As part of a larger and Institute-wide commitment to a safe Post and workplace environment, VMI is committed to the development of preventative measures, including educational programming, behavioral health resources for cadets and employees, ongoing dialogue and assessment of Violence Prevention Strategies through the Violence Prevention Committee, and assessment and management of threats according to national and regional best practices by the Threat Assessment Team. The Violence Prevention Committee also serves as a forum for the Partnership Council, established by the Memorandum of Understanding between the US Army Cadet Command and VMI, to develop strategies to prevent sexual harassment and sexual assault.

The Deputy Superintendent for Finance, Administration, and Support will chair the Violence Prevention Committee and the Threat Assessment Team. The mission, responsibilities, and membership of the Violence Prevention Committee and Threat Assessment Team are outlined in General Order 22, Workplace Violence Prevention Committee and Threat Assessment Team.

2.6 Identifying and Reporting Risks

All individuals are encouraged to be alert to the possibility of violence on the part of employees, former employees, cadets, customers, and strangers. Employees and cadets must place safety as their highest concern and must report immediately all acts of violence and threatening or aberrant behavior that may represent a physical threat to the VMI community. All reports of violence will be handled in a confidential manner, with information released only on a need-to-know basis within the VMI community and in accordance with federal and state laws and regulations. Retaliation against employees or cadets who report threatening or aberrant behavior or acts of violence in good faith is prohibited. Any retaliation against an employee shall be reported to the Inspector General or Human Resources Office, as appropriate. Retaliation against cadets shall

Every effort will be made to protect the safety and anonymity of anyone who comes forward with concerns about a threat or act of violence.

guidelines on general security practices and coping with threatening or violent individuals.

2.7 Responsibilities

this policy to all employees under their supervision, ensuring that facilities are as safe as feasible and that all employees are aware of how to report potential threats.

The VMI Police Department will coordinate all VMI action in case of a violent incident on Post and investigate threats or incidents of violence in accordance with applicable emergency action plans. Only the VMI Police or other law enforcement agencies should attempt to apprehend an alleged offender.

The Human Resources Office will coordinate employee-related preventive measures, including coordinating employee training and communications programs, conducting criminal background checks in accordance with VMI policy, advising employees and managers, and coordinating with other VMI and community resources to support victims of violence.

The Office of Cadet Counseling will coordinate cadet-related preventive measures including training for professionals and cadets through educational programming.

The Director of Emergency Management will develop and coordinate VMI response plan, advise departments on the development of unit plans, and provide templates to support the development of departmental plans.

3. Procedures

3.1 Reporting Incidents

A threat which individuals are required to report pursuant to this policy includes expression of intent to cause physical harm . An expression constitutes a threat without regard to whether the party communicating the threat has the present ability to carry it out, and without regard to whether the expression is contingent, conditional, or future

Faculty and staff employed by VMI are required to report threats and any other non-verbal aberrant behavior that may pose a physical threat to the VMI community to the VMI Police or a member of the Threat Assessment Team. Other concerns about violence or potential violence can

to the VMI Police or Threat Assessment Team. Mental health service providers employed by VMI or as independent contractors shall report threats in accordance with Virginia Code § 54.1-2400.1

Cadets are required to report any threats and any other non-verbal aberrant behavior that may pose a physical threat to the VMI community to the VMI Police, a member of the Threat Assessment Team, or

All reports of conduct that may constitute sexual misconduct, including sexual assault, sexual exploitation, domestic violence, dating violence, or stalking, should also be made to the Inspector General/Title IX Coordinator in accordance with General Order 16.

3.2 Support for Victims of Violence

VMI shall make efforts to provide a workplace free from violence and to protect and support victims and those threatened or exposed to acts or threats of workplace violence by offering security measures and identifying appropriate resources for providing support and assistance. Every effort will be made to protect the confidentiality and safety of anyone who reports a potential violation of this regulation or otherwise raises concerns about a threat or act of violence. All reports will be handled in as confidential manner as possible, with information released only on a need-to-know basis or as required by law. Victims may also need special accommodations or adjustments to work or class schedule, location, or working conditions in order to enhance their safety. VMI will accommodate these requests and needs whenever possible and appropriate. VMI will provide interim measures to individuals involved in an incident of sexual misconduct in accordance with General Order 16.

FOR THE SUPERINTENDENT:

Jeffrey Boobar
Colonel, Virginia Militia
Interim Chief of Staff

OPR: FAS

Cadets found to be in violation of the weapons policy are subject to a penalty ranging from Federal/State prosecution and/or a VMI penalty of a Blue Book number five (5) to dismissal.

5. Battalion Operation and Training Sergeant is the point of contact for this chapter.

Appendix 2

- Attempts to rescue people only should be made if it can be done without further endangering the persons already inside of a secured area.
- Be aware that the assailant may bang on the door, yell for help, or otherwise try to convince you to open the door of a secured area.
- If there is any doubt about the safety of the individuals inside the room, the area needs to remain secured.

Protective Actions.

- Close blinds.
- Block windows.
- Turn off lights.
- Turn off radios and computer monitors.
- Silence cell phones.
- Place signs in exterior windows to identify your location and the location of injured persons.
- Keep people calm and quiet.
- After securing the room, people should be positioned out of sight and behind items that might offer additional protection walls, desks, file cabinets, bookshelves, etc.

Open Areas:

- If you find yourself in an open area, immediately seek protection.
- Put something between you and the assailant.

- Physical features e.g., height, weight, facial hair, glasses.
- Type of weapons e.g., handgun, rifle, shotgun, explosives.

- Once you are evacuated, you may be taken to a holding area to be identified, treated for injuries, or interviewed. This is important for safety and accountability.