Center for Employment Training

2025 Annual Security Report
Campus Safety & Security Survey

California and Texas

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2025 ANNUAL SECURITY REPORT

ANNUAL SECURITY REPORT

Center for Employment Training (CET) is committed to working with the campus community to provide a safe learning and working environment. We are aware of the challenges in our community, and this Annual Security Report outlines many of the steps taken by CET to enhance the safety of administration, instructors, staff, students, applicants for admissions and employment, vendors, contractors, and visitors. However, the responsibility for personal safety cannot rest primarily with CET staff. Safety and security is a shared responsibility--by working together, we can provide a safer environment for the entire campus community.

This report is part of an on-going effort to promote safety and security at CET and to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, also known as the Clery Act. Under the Clery Act, CET is required to publish this report by October 1 of each year. This report must contain applicable policies and procedures regarding security and the statistical data from the previous calendar year 2024 and the two preceding calendar years 2023 and 2022.

The reportable crimes in the statistical report include **murder, non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law arrests, drug law arrests, illegal weapons arrests, domestic violence, dating violence, stalking, hate crimes and unfounded crimes.**

This Annual Security Report defines types of crimes which may occur, suggests safety tips to help ensure one's safety, and identifies related safety programs and resources in an effort to promote a safe and secure environment. The report is a collaborative and comprehensive effort that includes the cooperation of Center Directors, Regional Directors, and Corporate Departments within CET. Every Center Director is asked to provide crime statistics and information on their educational efforts and programs to comply with the Clery Act. The policies and procedures within this report are current; however, the statistical data, as previously mentioned, is for the three previous calendar years.

To comply with the federal law, the Center Director at each campus collects crime statistics from local police agencies by providing the addresses of campus, non-campus property either owned or controlled by CET, and the public property within and immediately adjacent to campus. All policy references in the Annual Security Report apply to the following campuses:

San Jose, CA	Colton, CA	Oxnard, CA
Salinas, CA	Coachella, CA	Santa Maria, CA
Soledad, CA	El Centro, CA	El Paso, TX
Watsonville, CA	San Diego, CA	

All students and employees receive an annual notice in an email assigned by CET that informs them of the Annual Security Report, a brief description of the contents, information regarding the availability of the report on the Internet, and the electronic address to access the report. Additionally, notices regarding the existence of the Annual Security Report, and a statement on how to obtain a paper copy, if desired, are provided to prospective students and employees.

CET uses the following methods of notification and distribution:

- The Annual Security Report is available at: https://cetweb.edu/safety/clery-act/ on October 1,2025.

- CET's Human Resources Department sends a notification announcing the Annual Security Report to all employees via the internal e-mail system.
- The notification is posted in all classrooms and Camps Security Bulletin Board.
- Prospective students receive the direct website link during the application process and receive an Acknowledgement of Receipt, which they sign upon enrollment.
- The website link for the Annual Security Report is available in the Student Catalog.
- Newly hired employees are informed of the website during their new hire orientation.
- The website link is published in all employees' job descriptions.

Students or visitors can request a copy of the Annual Security Report by scheduling an appointment with the Admissions Advisor at their campus or connecting to the link listed above. Employees in Santa Clara County can schedule an appointment to visit the Human Resources Department at 701 Vine Street, San Jose, CA 95110; (408) 534-5300 or Ext. 5300 to request a copy.

ACCESS TO CAMPUS FACILITIES

Normal office hours are on Monday - Friday, 8:00 a.m. until 5:00 p.m. The training hours are listed on Pg. 15 by Center location and skills offered.

The issuance of keys is regularly controlled by the local Center or Regional Director. The Facilities Department assigns keys for the Corporate offices as well as designated areas at the main campus. All employees requesting entrance to the building outside of normal office hours must send an email to the Center Director or Regional Director specifying the reason, and proposed date and times of entering and leaving. The Center Director or Regional Director will send an email with their response.

At the main campus, all employees are required to adhere to the same procedures as other centers; however, their email request for building access outside of normal office hours must be sent to the Center Director or Regional Director and the Director of Facilities for preapproval. Employees are notified via email on the decision.

All campus buildings have employed persons stationed at the front service desk as part of their job function. These positions generally monitor ingress and egress.

All staff, students, visitors, vendors, and contractors must comply with entry access controls to ensure they are in compliance with the established risk mitigation protocols to maintain health and safety measures. Visitors must have a prescheduled appointment and adhere to any protocols.

CET has eleven (11) campuses. The main campus in San Jose and Colton, Salinas, San Diego and Santa Maria California all have security officers. Security officers patrol the campus grounds and buildings to monitor the security condition of the facilities. When necessary, Security officers and anyone on campus are able to make recommendations concerning the maintenance of campus buildings as they relate to security or safety issues.

The other campuses do not have security officers. The Center Director or Regional Director and staff work together to provide safety and security. The local police are contacted if the need arises.

Problems with building security or access should be immediately reported to the Center Director, Regional Director or the Director of Facilities at (408) 287-7924.

The Immigration and Citizenship Program, located at the San Jose campus, serves Santa Clara County residents and schedules over-the-phone appointments as applicable.

MAINTENANCE OF CAMPUS FACILITIES

The Center Directors or Regional Directors at the other Center campuses oversee security and safety. Building inspections are carried out by the Center Director or Regional Director and designated employees on the Safety Committee every quarter. CET encourages the campus community to report hazards as promptly as possible so the Center Director or Regional Director can mediate any unsafe conditions.

Campus shrubbery, trees and other vegetation are trimmed and maintained on a regular basis by contracted services. CET has a landscaper on staff at the main campus.

The Security Service at the Main Campus in San Jose also conducts regular surveys and reports concerns to the Center Director or Regional Director and the Director of Facilities.

Complaints can be submitted to the Director of Facilities if needed by calling 408-287-7924 or by submitting a request at: https://cetweb.edu/contact-us/ and indicate "Other" in the nature of your request drop-down menu.

THE CLERY ACT

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) requires CET to:

1. Collect, classify, and county crime reports and crime statistics;
   The definitions of the Clery crimes are on pages 18 to 23 and pages 46 to 48.

2. Issue Timely Warnings for any Clery Act crime that represent an ongoing threat to the safety of students or employees;

3. Issue Emergency Notifications upon the confirmation of any significant emergencies or dangerous situations involving an immediate threat to the health or safety of students or employees occurring on the campus;

4. Provide educational programs and campaigns to promote the awareness of dating violence, domestic violence sexual assault, and stalking;

5. Have procedures for CET disciplinary action in cases of dating violence, domestic violence, sexual assault, and stalking;

6. Publish an Annual Security Report;

7. Submit crime statistics to the Department of Education Helpdesk; and

8. Keep a Daily Crime Log of alleged crimes that are open to public inspection;

Note: CET does not offer student housing so CET is not required to maintain a log or publish an Annual Fire Safety Report. CET did not have a reported fire at any campus in 2024.

COMPILING STATISTICS, NOTICE OF AVAILABILITY, AND DISTRIBUTION

The Center Directors, Associate Center Directors and Regional Directors are the Campus Security Authorities. The Directors must promptly report the Clery qualifying crimes that occur within a campus' Clery Geography reported to them for inclusion in the Annual Security Report and to help inform whether a timely warning or emergency notification to the

campus community is warranted.

Center Directors and Regional Directors annually disclose statistics that fall under the Clery Act's list of reportable crimes and occur within Clery geography on October 1. The statistics provide an overall picture of crimes reported for all campuses from January 1 to December 31 for 2024, 2023, and 2022.

Crime statistics, for Clery crimes listed below are classified and counted pursuant to the guidelines as specified in *Clery Act Appendix for FSA Handbook, published October 9, 2020,* and separated by geographical areas for each center campus.

Center Directors and Regional Directors contact their local enforcement agency with concurrent enforcement jurisdiction(s). Statistics for the following Clery crimes are included in the Annual Security Report. The definitions are derived from the Federal Bureau of Investigation's (FBI) Uniform Crime Reporting (UCR) Program and Department of Education regulations. The definitions of these crimes can be found on pages 18 to 23 and pages 46 to 48.

- Murder
- Non- Negligent Manslaughter
- Negligent Manslaughter
- Sex Offenses
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Liquor Law Arrest
- Drug Law Arrest
- Illegal Weapons Arrest
- Domestic Violence
- Dating Violence
- Stalking
- Hate Crime

Statistics regarding specific violations of law resulting in student disciplinary actions are collected by the Center Directors, Regional Directors and Chief Operations Officer, and reported to the Vice President of Human Resources and Title IX Coordinator as applicable.

In accordance with 34 C.F.R. § 668.46, CET may not withhold, or subsequently remove, a reported crime from its crime statistics based on a decision by the court, coroner, jury, prosecutor, or other similar non-campus official. CET will indicate in the "unfounded" category any crime that has been fully investigated by a law enforcement agency and the investigating agency has determined, based on the results of the investigation and evidence, that the crime report is false or baseless and therefore "unfounded." Crime statistics concerning CET campus can also be found on the Department of Education website.

The definitions for Larceny-Theft (except Motor Vehicle Theft), Simple Assault, Intimidation, and Destruction/Damage/Vandalism of Property are from the Hate Crime Data Collection Guidelines and Training Manual from the BFI's UCR program.

Reportable Geographic Location

On Campus
Any building or property owned or controlled by CET within the same reasonably contiguous geographic area and used by CET.

In addition, any building or property that is within or reasonably contiguous to buildings or property described above, that is owned by CET but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Non-campus Building or Property
Any building or property owned or controlled by CET that is used in direct support of, or in relation to, CET's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

On Public Property
All public property, including thoroughfares, streets, sidewalks and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus. This includes the sidewalk across the street, but does not include property beyond the sidewalk.

Note: CET does not have student housing and off-campus properties owned by student organizations.

Each campus has the map of the reportable areas for their respective center posted on the Campus Security Bulletin Board and the CET website: https://cetweb.edu/safety/clery-act/

Maps of the reportable geographic location at each Center is posted on the Campus Security Bulletin Board and on the CET website: https://cetweb.edu/safety/clery-act/

Methods of Distribution

CET uses the following methods of notification and distribution:

- The Annual Security Report is available at https://cetweb.edu/safety/clery-act/ on October 1,2025.
- CET's Human Resources Department sends a notification announcing the Annual Security Report to all employees via the internal e-mail system.
- Utilize all communication devices available to the campus such as group emails to inform the campus community.
- Make in-class announcements; post notification in every classroom.
- Post notification in places where people are most likely to congregate.
- The website link for the Annual Security Report is posted on the Campus Security Bulletin Board.
- Prospective students receive the direct website link during the application process and receive an Acknowledgement of Receipt, which they sign upon enrollment. The website link for the Annual Security Report is available in the Student Catalog.
- Newly hired employees are informed of the website during their new hire orientation.
- The website link is published in all employees' job descriptions.

Anyone can request a copy of the Annual Security Report by contacting the Admissions office at their campus. Employees can contact the CET's Human Resources Department at 701 Vine Street, San Jose, CA 95110; (408) 534-5300. Students can request a copy at the Admissions office at the center.

CAMPUS SECURITY AUTHORITIES

CET is committed to providing information to maintain a safe learning and working environment. CET does NOT have a police force, pastoral counselors or licensed, professional counselors at any of our campuses.

The CET Center Directors, Associate Center Directors and Regional Directors at each campus are designated as official Campus Security Authorities (CSA's) with significant

responsibility for student and campus activities, including by not limited to student discipline, and campus judicial procedures. The Center Director or Regional Director is responsible for addressing and documenting all incidents and

reportable crimes that occur on campus in a timely manner and also contacts the local law enforcement authorities annually to acquire information of crimes that occurred on or near the campus. The Center Director or Regional Director will combine the statistics of all Clery Act crimes which occurred on campus, unobstructed public property within or adjacent to the campus, and certain non- campus facilities such as the satellite in San Jose, California.

We recognize that some may prefer to report concerns, complaints, incidents or crimes to other individuals or CET offices. Employees such as Instructors, Admissions and Career Services have significant interaction with students. They are involved in campus/activities and serve as mentors. When this happens, employees will immediately report these matters as soon as reasonably possible to the Center Director or Regional Director.

Employees at the Center may prefer to report concerns, complaints, incidents or crimes to their Center Director or Regional Director. If the Directors are not available, employees may contact the Chief Operations Officer. Corporate employees may report concerns, complaints, incidents or crimes to their Supervisor. If their Supervisor is not available, employees may contact the Human Resources Department.

At CET, the Center Directors, Associate Center Directors, Regional Directors, Vice President of Human Resources, and Chief Operations Officer are designated as CSAs under Title IX. On a case-by-case basis, when a Clery crime occurs, the CSAs will contact law enforcement authorities to file a report based on the nature of the crime and a continuing threat to the campus community. CSAs are also responsible for communicating Timely Warnings or Emergency Notifications to the campus community.

CET main campus has contracted security services. The uniformed security guards are non-sworn. The non-sworn security officers at CET are trained to focus on proactive security procedures and processes as opposed to reactive enforcement of law and the complexities of this role. Their primary responsibility is to provide security and safeguard CET campus community and property. These security guards do not have arrest authority. The other campuses do not have contracted security services.

CET is committed to working with the campus community to provide a safe work and learning environment. Safety and Security is a shared responsibility--by working together, we can provide a safer environment for the entire campus community. CET encourages employees, students, guests, vendors, and contractors to report all campus safety-related incidents and crimes to the Center Director, Associate Center Director, Regional Director or Corporate Departments listed in Table 1 below:

Table 1

CENTERS City Campuses	CENTER OR REGIONAL DIRECTORS CORPORATE HEADQUARTERS	CAMPUS OFFICE (O) & CELL(C) (Business Hours 8:00 – 5:00pm)
Coachella	Center Director	(O) 760-398-8889 (C) 570-236-2450
Colton	Center Director	(O) 323 203-8077 (C) 951-463-2006
El Centro	Regional Director	(O) 760-337-6565 (C) 760-265-2780
El Paso	Center Director	(O) 915-859-1070 (C) 915-920-1939
Oxnard	Center Director	(O) 805-487-9821 (C) 805-853-4203
Salinas	Center Director	(O) 831-424-0665 (C) 831-262-5499
San Diego	Center Director	(O) 619-527-4895 (O) 408-534-5479
San Jose – 701 Vine St	Center Director	(C) 408-210-2411

Satellite - Automotive Shop 1790 Angela Street	Automotive Instructor	(O)	408-534-5475
		(C)	408-300-8454
Santa Maria	Center Director	(O)	805-928-1737
		(C)	805-623-9163
Soledad	Center Director	(O)	831-678-0448
		(C)	831-444-5862
Watsonville	Regional Director	(O)	831-782-4551
		(C)	831-840-5237
Corporate Headquarters	Human Resources Dept. 8-5 (PST)	(O)	408-534-5300
	Director of Facilities 24-7	(C)	408-476-7613
	Chief Operations Officer 24-7	(C)	408-799-8521

REPORTING NON-EMERGENCIES

The Center Director, Associate Center Director, Regional Director or Supervisor may contact local police on their non-emergency phone line depending on the severity of the incident: The non-emergency phone numbers for local police are listed by the City location for each campus in the Table below:

Non-emergency reasons:

A non-emergency incident is one that does not involve a crime in progress; does not pose an imminent threat to life, bodily injury or major property damage or loss; and does not require the immediate dispatch of a police unit: pickpocketing, theft from an automobile, deceptive practices, criminal damage to property and other offenses in which the offender is no longer at the scene.
The non-emergency numbers for the cities where CET campus are located are included in the table below. Call the police non-emergency number for the following options:

- ✓ Ask a question concerning police services.
- ✓ File a police report over the telephone. This option is especially convenient for cases such as minor damage to, or theft of property.
- ✓ Make an appointment to file a police report.

The local police Non-Emergency numbers for all our campuses are included in Table 2 below:

Table 2

CAMPUS CITY LOCATION	NON-EMERGENCY POLICE DEPARTMENT	CAMPUS CITY LOCATION	NON-EMERGENCY POLICE DEPARTMENT
San Jose and Auto Shop	408-277-8900 or 3-1-1		
Alexandria	703-746-4444	Salinas	831-758-7463
Coachella	760-863-8990	San Diego	619-531-2000
Colton	909-370-5000	Santa Maria	805-928-3781
El Centro	760-352-2111	Soledad	831-678-1332
El Paso	915-832-4400	Watsonville	831-471-1151
Oxnard	805-385-7740		

REPORTING CRIMES, HEALTH, and SAFETY CONCERNS to CAMPUS SECURITY AUTHORITIES

CET encourages all members of the campus community to contact the Center Director, Associate Center Director, Regional Director, Supervisor or any other designated Campus Security Authority (CSA) on campus when they have been the victim of or have witnessed criminal actions.

CET does NOT offer pastoral or professional counseling services, student housing facilities, nor off-campus student organization facilities at any of the 11 campuses. CET has one satellite campus in San Jose, California.

CET does NOT have a campus police force at any campus. On occasion, CET will contract with private security services based on a continuing threat. Colton, Salinas, San Diego, San Jose and Santa Maria contracts with a security service. The security staff do not carry firearms and will call the local law enforcement authorities on matters concerning safety and security. There are no written memorandums of understanding with appropriate law enforcement authorities for any CET campus.

When a crime is reported by a victim, witness, or other third party, the Center Director, Associate Center Director, Regional Director or Supervisor will ask for a written statement. If the Director or Supervisor receives a report and believes it was provided in good faith, they will be asked to submit a full report to the Vice President of Human Resources and Chief Operations Officer. "In good faith" means there is a reasonable basis for believing that the information is not simply rumor or hearsay.

The Center Director, Associate Center Director, Regional Director or Supervisor renders all possible assistance provided such assistance could be given without significantly endangering themselves or the police officer or others involved. If the Director is not available, and an employee contacts the police, the employee will communicate with the police officer(s). The Center Director, Associate Center Director, Regional Director or Supevisor will contact the Vice President of Human Resources and Chief Operations Officer to provide updates and get assistance as soon as practical.

The employees involved will continue gathering initial facts regarding a crime that can be shared with local police upon arrival. Their role is to report all incidents immediately, no matter how minor an incident may seem. All investigations and crime classifications are the responsibility of sworn law enforcement personnel.

The Center Director, Associate Center, Regional Director or Supervisor will enter crime report in the internal online Customer Information Management System (CIMS) that automatically sends an email notifying the Human Resources Department and the Vice President of Human Resources (Clery Compliance Coordinator and the Title IX Coordinator).

Regular business hours are Monday through Friday 8:00 a.m. to 5:00 p.m. (Pacific Time). Depending on the severity of the incident or crime, **from a CET desk phone, dial 9 for an outside line, and then dial 9-1-1**. From a cell phone, dial **9-1-1.**

Call CET's Facilities Department at **(408) 534-5476** during business hours of 8:00 a.m. to 5:00 p.m. (Pacific Time) or the Vice President of HR/Title IX Officer at (408) 534-5300.

The Center Director, Regional Director or Supervisor will enter data in the Incident/Crime Report in CIMS. For evening training programs and weekend events:

Call 9-1-1; then contact Center Director, Supervisor and CET's Corporate Security at **(408) 326-9713** when safe to do so.

TIMELY WARNINGS

CET is required to alert the campus community for all Clery Act crimes or other **crimes that have already occurred but represent a continuing threat to the campus community** (e.g. kidnapping on campus or a rash of robberies in a public parking lot across the street from CET campus). The intent of the timely warning is to enable people to protect themselves or protect property. Depending on the nature of the threat, the timely warning must reach the entire campus.

Timely Warnings must be decided on a case-by-case basis in light of all the facts surrounding a Clery crime:

- Murder
- Non- Negligent Manslaughter
- Negligent Manslaughter
- Sex Offenses
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Liquor Law Arrest
- Drug Law Arrest
- Illegal Weapons Arrest
- Domestic Violence
- Dating Violence
- Stalking
- Hate Crime

Factors such as the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts are also considered when issuing a Timely Warning.

Depending on the nature of the Timely Warning, the Campus Security Authorities may use the following methods to ensure the campus is appropriately alerted to the threat in a timely fashion:

1. Contact local law enforcement agencies if needed.
2. Utilize all communication devices available to the campus such as telephone, cell phones, and walkie-talkies to inform the campus community.
3. Group text messaging.
4. Make in-class announcements; provide copies of the Timely Warning.
5. Post the Timely Warning in places where people are most likely to congregate.
6. Send e-mails to all employees.
7. The Center Director, Regional Director, Supervisor or designee will record the crime in the Crime Log. Confidential information will NOT be disclosed to protect victims or to contain, respond to, or otherwise mitigate the emergency.

EMERGENCY NOTIFICATIONS

Emergency Notifications pertain to **an immediate threat to the health and safety of the campus community**. The Emergency Notification anticipates a potential future incident.

Examples of situations that may require an Emergency Notification:

Active violence incident/armed intruder/person with a gun
Tornado/extreme weather conditions
Homicide (suspect at-large or unknown)
Noro-virus or other serious illness
Major chemical spill
Natural gas leak
Uncontrolled fire
Terrorist incident
Bomb threat
Explosion

The Clery Act does not require confidential reporting of the crime or other emergencies like those mentioned above.

Although personally identifiable information is generally precluded from disclosure, such information may be released by CET in an emergency situation.

The Center Director, Associate Center Director, Regional Director or Supervisor have the responsibility of responding to, and summoning the necessary resources to mitigate, investigate and document any situation by contacting the Chief Operations Officer. The Vice President of Human Resources will be informed of any situation and provide the necessary support.

Depending on the nature of the Emergency Notification, the Center Director, Associate Center Director, Regional Director or Supervisor may use the following methods to ensure the campus is appropriately alerted to the threat in a timely fashion:

1. Provide updates to local law enforcement as needed.
2. Utilize all communication devices available to the campus such as telephone, cell phones, and walkie-talkies to inform the campus community.
3. Group text messaging.
4. Make in-class announcements; provide copies of the Emergency Notification.
5. Post Emergency Notifications and related Timely Warnings in places where people are most likely to congregate.
6. Send e-mails to all employees. The Center Director, Regional Director, Supervisor of designee will record the incident or crime in the Incident/Crime Log. Confidential information will NOT be disclosed to protect victims or to contain, respond to, or otherwise mitigate the emergency.

Reporting a Sexual Assault

CSAs are required to notify the Vice President of Human Resources (Title IX Coordinator) upon receiving a report of sexual assault. CET has the responsibility to maintain the integrity and safety of the campus and that certain information may, therefore, be made public. A survivor may wish to preserve their privacy after a traumatic experience, where circumstances exist that are deemed a danger to CET community at large, pertinent details about a sexual assault may be publicly released. Further, the Clery Act mandates the annual disclosure of statistics of sexual assaults known to have occurred within certain geographical areas and reported to CSAs or local law enforcement. Personal Identifiable Information about reporting parties will not be included in any publicly available record-keeping or other information, including the reporting and disclosure of crime statistics or warnings to the community.

The Center Director, Associate Center Director, Regional Director, Supervisor and the Vice President of Human Resources will work together to conduct an investigation, and when appropriate, work with local law enforcement authorities to determine a course of action.

When a potentially dangerous threat to the campus arises, Timely Warnings may be issued through email announcements, postings throughout the campus, in-class announcements, or other appropriate means. Crimes which meet the criteria under the Clery Act will be counted and disclosed in the Annual Security Report.

The Campus Security Bulletin Board at each campus posts self-help hotlines for domestic violence, sexual assault, or stalking.

Bystanders

A bystander is someone other than the victim who is present when an act of dating violence, domestic violence, stalking or sexual assault is occurring or when a situation is occurring in which a reasonable person feels as though some protective action is required to prevent sexual assault, dating violence, domestic violence or stalking. Bystanders, if active, can

prevent harm or intervene with safe and positive options before a situation gets worse. Examples of active bystander intervention include: walking a classmate or co-worker to their car after class or work, calling police when a potentially violent situation is unfolding, not leaving an unconscious person alone, or intervening when someone is being belittled, degraded or emotionally abused, walking victim away from abuser, contacting others for help, such as the Center Director, Associate Center Director, Regional Director of Supervisor on campus. A good rule to follow in a bystander intervention situation is to act with caution:

- Recognize situations of potential harm: watch out for your friends and fellow students/employees. If you see someone who look like they could be in trouble or need help, ask if they are ok.
- Understand cultural conditions that can facilitate violence; Intervene with people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Identify and offer safe and effective intervention options such as off campus resources.

CET encourages victims or bystanders to promptly report the incident. Students should contact the Center Director, Associate Center Director or Regional Director and Corporate staff should contact their Supervisor. The Center Director, Associate Center Director, Regional Director or Supervisor will seek assistance from outside law enforcement authorities to provide support for the victim or bystander. CET may not be able to assure confidentiality to the extent that maintaining such confidentiality would not impair the ability of CET to enforce protective measures, share with persons with a specific need to know who are investigating/adjudicating the complaint or deliver resources or support services to the complainant. The Center Director, Associate Center Director or Regional Director will involve the Chief Operations Officer and the Vice President of Human Resources.

Anonymous Hate Crime Report

CET staff and students are expected to be respectful and inclusive. Any individual may make an anonymous report concerning an act of prohibited conduct. An individual may report the incident without disclosing their name, identifying the respondent, or requesting any action. Depending on the extent of information available about the incident or the individuals involved, CET's ability to respond to an anonymous report may be limited. All incidents of bias, hate crimes, and hate incidents are considered a serious breach of our community expectations and need to be reported allowing for appropriate investigation and response by CET's Title IX Director. For further information, contact the Human Resources Department:

Phone: (408) 534-5300; After 5:00 p.m. Call (408) 534-5353
Email: humanresources@cetweb.edu

NOTIFICATIONS

Crime Log

The Crime Log is maintained electronically in CET's Client Information Management System (CIMS). The Crime Log can be requested from the Center Director, Associate Center Director, Regional Director or Supervisor. The Crime Log contains limited categories: the date the crime occurred or was reported; the nature of the crime; the campus—on campus, off campus buildings, or public property within or adjacent to a CET campus; and the disposition of the crime, if known. An entry to the Crime Log, or an addition to an entry, must be made within two (2) days of the report of information to Campus Security Authorities.

All other information is considered strictly confidential and will not be posted on the Crime Log to avoid jeopardizing the confidentiality of the victim. Information may be withheld if there is clear and convincing evidence that the release of the information would jeopardize an ongoing criminal investigation or the safety of individuals or would cause a suspect to flee

or evade detention, or result in the destruction of evidence.

The Crime Log must be publicly available during normal business hours. Any portion of the Crime Logs older than 60 days are made available within two (2) business days of a request.

Overview of CET Campuses and Business and Training Hours

All business hours are posted at the entrance and on the Campus Security Bulletin Board at every campus. See Table 3 below:

Table 3:

CAMPUSES	OFFICE HRS	DAYS	TRAINING HRS	DAYS	EVENING TRAINING HRS	DAYS
CALIFORNIA						
Coachella	8:00AM-5:00PM	MON-FRI	8:00AM - 3:00PM BOA, HVGT, GBCS	MON-FRI	NONE	N/A
Colton	8:00AM-5:00PM	MON-FRI	8:00AM - 2:30PM AS, ELEC, GBCS, WF, HVGT, HEO	MON-FRI	4:00 PM - 9:30PM ELECN, HVGTN, WFN	
El Centro	7:00AM-4:00PM	MON-FRI	7:00AM - 1:30PM WF, ACCT, GBCS, TD, HVGT	MON-FRI	3:00PM - 9:30PM TDN1	MON-FRI
Oxnard	8:00AM-5:00PM	MON-FRI	8:00AM - 3:00PM MA, GBCS, MA, HVGT	MON-FRI	4:00PM - 9:30PM MAN (Hybrid)	MON-FRI
Salinas	8:00AM-5:00PM	MON-FRI	8:00AM - 3:00PM FMT (Traditional & Hybrid) AMA, BOA, MA	MON-FRI	NONE	
San Diego	8:00AM-6:00PM 8:00AM-5:00PM	MON-THUR FRI	8:00AM - 3:00PM ELEC, GBCS, HVGT, WF	MON-FRI	3:00PM - 8:30PM ELEC, GBCSN, 4:00PM - 9:00PM WFN	MON-FRI
San Jose	8:00AM-5:00PM	MON-FRI	8:00AM - 3:00PM AS, CYSA, ELEC, HVAC, ITSS, MA	MON-FRI	NONE	
					9:00 AM - 5:00PM Immigration/Citizenship Program	MON-FRI
Santa Maria	8:00AM-5:00PM	MON-FRI	8:00AM - 3:00PM GBCS, MA 7:00AM – 1:30PM HVGT	MON-FRI	4:30PM - 9:30PM MAN	MON-FRI
Soledad	8:00AM-5:00PM	MON-FRI	8:00PM - 3:00PM GBCS (Traditional & Hybrid) ELEC, TD, TDI, HEO			
Watsonville	8:00AM-5:00PM	MON-FRI	8:00AM - 3:00PM FMT, GBCS, WF (Traditional & Hybrid) AMA	MON-FRI	4:30PM - 9:30PM MAN	
El Paso	8:00AM-5:00PM	MON-FRI	8:00AM - 3:00PM, TD, WF	MON-FRI	4:00PM - 10:00 PM TDN 4:00PM – 9:30PM HVGTN	MON-FRI

Health and Safety Inspections

The Center Director, Associate Center Director or Regional Director normally conducts a daily walk –through to greet staff and students and to determine if there are any concerns to address. In addition, the Center Director, Associate Center Director, Regional Director and a designated employee will conduct a building inspection every quarter to identify and mediate safety hazards or violations. All areas are examined for the presence of prohibited items or activity. This inspection includes a general assessment of storage waste and cleanliness. Prohibited items will be immediately confiscated and discarded, without reimbursement. Staff identify deficient equipment on a regular basis so that repairs can be made promptly. The inspections and corrective action plans are documented.

Emergency Evacuation Drills

Emergency evacuation drills are held on a quarterly basis. The campus community will practice how to evacuate the building effectively in an event of a real fire or other disaster. Everyone involved will familiarize themselves with the sound of the fire alarm, campus of exits, how to exit safely, and report to pre-designated assembly areas.

The Safety Committee at each campus records the date, time, evaluation of performance, and corrective action needed.

Emergency Response and Disaster Evacuation Procedures

All campuses conduct an annual Disaster and Evacuation Drill usually between September and October. The Facilities Department sends reminders to all staff regarding the Disaster and Evacuation Drill. Each campus will schedule and publicize the emergency response and evacuation drill procedures, including an evaluation of our emergency plans and capabilities. The campus community develop, execute, and evaluate the exercise scenario at each campus.

CET will provide training to employees on the roles each staff member is expected to perform. As part of the Disaster and Evacuation Drill, the staff will form temporary management teams to control staff, students, facilities, operations, communications, and calmness for serious campus emergencies and natural disasters. In San Jose, CET's Corporate Administration Departments (Executive Office, Fiscal, Education, Financial Aid, Contracts and Compliance, Information Technology and Human Resources) are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. The contingency plans and continuity of operations plans will be evaluated.

In the event of a major disaster, the Executive Team consisting of the Chief Executive Officer,Chief Financial Officer, Chief Operations Officer, Chief of Staff, VP of Human Resources, VP of Academic Affairs, VP of Financial Aid, VP of Contracts and Compliance, and VP of Public Affairs will work with the Center Director and Regional Director, to implement an Incident Command System for the center experiencing the disaster. All available employees are assigned duties based on level of experience and training/natural affinity. The command structure will vary based on time of day and staff that are available. CET will provide training to employees on the Incident Command Structure and the roles each staff member will be expected to perform.

WORKPLACE VIOLENCE

CET is committed to creating and maintaining a working and learning environment that is free from violence. CET has a zero tolerance for violence against any member of the workforce, other persons in the workplace, or property.

If an act of violence occurs during business hours, a victim, witness of such conduct, or anyone receiving a report of such conduct, shall immediately report the incident to the Center Director, Associate Center Director, Regional Director, Supervisor or other Campus Security Authority. CET's Human Resources Department should be notified at (408) 534-5300.

If the act of violence occurs during the evening training hours, staff should call 9-1-1 and contact the Center Director, Associate Center Director, Regional Director or Supervisor. The Vice President of Human Resources will also be notified.

SECURITY AWARENESS AND CRIME PREVENTIONPROGRAM

Crime is a serious problem for which there are no easy answers or solutions. The prevention of crime is a top priority for the CET. All members of the campus community are encouraged to take responsibility for their own safety and security, and when possible and safe to do so, assist others with their safety and security needs. While CET staff may offer guidance and assistance regarding safety and security at the campuses, each individual must take primary responsibility for their own safety and security. However, crime prevention, safety, and security awareness begin with orientation presentations and on boarding of new employees.

Before enrollment, students are notified that the Annual Security Report and is posted on the Campus Security Bulletin Board. Students and staff are made aware of the crime statistics included in the Annual Security Report on CET's website. Potential employees receive notification of the website link in the job posting and during orientation upon being hired.

Each campus has a Safety Committee, which includes the Center Director, Associate Center Director or Regional Director and assigned staff. The Center Director, Associate Center Director or Regional Director and their Safety Committee work together to keep the campus community informed of local threats to safety and security. The Center Director, Associate Center Director or Regional Director and Director of Facilities work closely as needed. Similar information is presented to new employees during the new hire orientation and notices are sent via e-mail annually.

The Student Council at each campus will report any safety concerns to the Center Director, Associate Center Director or Regional Director. Periodically throughout the year, the Center Director, Associate Center Director or Regional Director schedules human development sessions related to health and safety. Topics of discussion may include, but not limited to, the student conduct, sexual harassment, sexual violence (including sexual assault, dating violence, domestic violence, stalking), substance abuse, alcohol abuse, hate violence, parenting, conflict resolution, and building self-esteem. Due to the pandemic, students have had limited on-campus activities with staggered schedules; therefore, student council meetings have not been held as regularly scheduled.

Personal responsibility is a key component to safety, security and crime prevention. Students and staff can prevent crime by being alert and aware of their surroundings at all times. The following crime prevention tips and related subcategories are also available in the Student Catalog, Personnel Policy Handbook under Workplace Safety and in the CET website under Emergency, Health and Safety Info:

Risk Reduction

Students and employees should always be prepared to reduce the risks of assault and/or harassment:

- Walk on the left, facing traffic so vehicles can't easily approach you from behind.
- Wear clothing and shoes that are appropriate for training and work which are less likely to cause injury.
- Carry only lightweight objects.
- Do not wear gang related clothing or sports jerseys that may be affiliated with local gangs.
- Wear or carry items like jewelry and cash that are minimal in value and don't attract attention.
- Avoid approaching strangers in vehicles for any reason.
- If you think you are in trouble, do anything to attract attention – Scream! Break glass! Sound ahorn!
- Carry a cell phone. Make sure your cell phone is charged and that you have some money or a way to pay for transportation.

- Be aware of your surroundings. Think about who may help you find a way to get out of a bad situation.
- Try to avoid isolated areas. It is more difficult to get help if no one is around.
- Stay in well-lit areas away from potential hiding places.
- Be alert; walk with a purpose; project confidence. Even if you don't know where you are going, act like you do.
- Trust your instincts. If a situation or campus feels unsafe or uncomfortable, it probably isn't the best place to be.
- Try not to carry a lot of packages or bags because you may be more vulnerable.
- Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
- When you go to a social gathering, go with friends, arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you get out of a bad situation.
- Trust your instincts. If you feel unsafe in any situation or you see something suspicious, contact law enforcement immediately.
- If you are in an uncomfortable position, don't feel obligated to do anything you don't want to do. Think of an escape route. Ask anyone around you for help.

CLERY CRIME DEFINITIONS

Sexual Harassment

CET strives to maintain a safe, welcoming and respectful environment on campus. Maintaining this type of environment is a shared responsibility--by working together, we can provide a healthier environment for the entire campus community. CET prohibits sexual harassment, sexual assault, sexual misconduct, sexual assault, sexual exploitation, domestic violence, dating violence, and stalking. CET issues this statement of policy to inform the community of our plans to address these types of sexual misconduct whether the incident occurs on or off campus and when it is reported to a CET Center Director, Associate Center Director, Regional Director, Supervisor or Vice President of Human Resources. In this context, CET reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the CET community and aims to provide fair and equitable procedures for responding to violations of this policy.

A form of Sex Discrimination, is unwelcome verbal, nonverbal or physical conduct of a sexual nature that includes but is not limited to sexual advances, requests for sexual favors, any other conduct of a sexual nature, offering benefits or giving preferential treatment in exchange for sexual favors, or indecent exposure, where:

a. Submission to, or rejection of, the conduct by the complainant is explicitly or implicitly used as the basis for any decision affecting a term or condition of the complainant's training, services, activities or opportunities;or

b. The conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the complainant, and is in fact considered by the complainant, limiting their ability to participate in or benefit from the services, training, activities or opportunities offered by; or

c. The conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the complainant, and is in fact considered by the complainant, as creating an intimidating, hostile or offensive environment.

Sexual Harassment could include being forced to engage in unwanted sexual contact; being subjected to video exploitation or a campaign of sexual explicit graffiti; or frequently being exposed to unwanted images of a sexual nature in a classroom or work environment that are unrelated to the coursework oremployment.

Sexual Harassment also includes acts of verbal, non-verbal or physical aggression, intimidation or hostility based on gender or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.

CET''s policy covers unwelcome conduct of a sexual nature. While romantic, sexual, intimate, personal or social relationships between members of the CET community may begin as consensual, they may evolve into situations that lead to Sexual Harassment or Sexual Misconduct, including Dating or Domestic Violence, or Stalking, subject to this policy.

As mandated by the Clery Act's Violence Against Women Act (VAWA)/Campus SaVE Act, these policy definitions are derived from the local jurisdiction, and based on the California and Texas Penal Codes. In some instances, these definitions may differ slightly from the Federal definitions set forth in the next section for mandatory crimes statistic reporting. For reportable crime statistics, the Clery Act regulations mandate definitions from the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Handbook.

Affirmative Consent

An informed, affirmative, conscious, voluntary, and mutually agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure Affirmative Consent has been obtained from the other participant(s) to engage in the sexual activity. Lack of protest or resistance does not mean Affirmative Consent, nor does silence mean consent. Affirmative Consent must be voluntary, and given without coercion, force, threats, or intimidation.

- The existence of a dating or social relationship between those involved, or the fact of past sexual activities between them, should never by itself be assumed to be an indicator of Affirmative Consent. A request for someone to use a condom or birth control does not, in and of itself, constitute Affirmative Consent.
- Affirmative Consent can be withdrawn or revoked. Consent to one form of sexual activity (or one sexual act) does not constitute consent to other forms of sexual activity. Consent given to sexual activity on one occasion does not constitute consent on another occasion. There must always be mutual and affirmative consent to engage in sexual activity. Consent must be ongoing throughout a sexual activity and can be revoked at any time, including after penetration. Once consent is withdrawn or revoked, the sexual activity must stop immediately.
- Affirmative Consent cannot be given by a person who is incapacitated. A person is unable to consent when asleep, unconscious or is incapacitated due to the influence of drugs, alcohol or medication so that the person could not understand the fact, nature or extent of the sexual activity. A person is incapacitated if they lack the physical and/or mental ability to make informed, rational decisions,
- Whether an intoxicated person (as a result of using alcohol or other drugs) is incapacitated depends on the extent to which the alcohol or other drugs impact the person's decision-making ability, awareness of consequences, and ability to make informed judgments. A person's own intoxication or incapacitation from drugs or alcohol does not diminish that person's responsibility to obtain Affirmative Consent before engaging in sexual activity.
- A person with a medical or mental disability may also lack the capacity to give consent.
- Sexual activity with a minor (a person under 18 years old) is not consensual, because a minor is considered incapable of giving consent due to age.
- It shall not be a valid excuse that a person affirmatively consented to the sexual activity if the respondent knew or reasonably should have known that the person was unable to consent to the sexual activity under any of the following circumstances:
    - The person was asleep or unconscious;
    - The person was incapacitated due to the influence of drugs, alcohol or medication, so that the person could not understand the fact, nature or extent of the sexual activity;
    - The person was unable to communicate due to a mental or physical condition.

- It shall not be a valid excuse that the respondent believed that the person consented to the sexual activity under either of the following circumstances:
    - The respondent's belief in Affirmative Consent arose from the intoxication or recklessness of the respondent;
    - The respondent did not take reasonable steps, in the circumstances known to the respondent at that time, to ascertain whether the person affirmatively consented.

Sexual Misconduct

All sexual activity between members of the CET community must be based on Affirmative Consent. Engaging in any sexual activity without first obtaining Affirmative Consent to the specific activity is Sexual Misconduct, whether or not the conduct violates any civil or criminal law.

Sexual activity includes, but is not limited to, kissing, touching intimate body parts, fondling, intercourse, penetration of any body part, and oral sex. It also includes any unwelcome physical sexual acts, such as unwelcome sexual touching, Sexual Assault, Sexual Battery, Rape, and Dating Violence. When based on gender, Domestic Violence or Stalking also constitute Sexual Misconduct. Sexual Misconduct may include using physical force, violence, threat, or intimidation, ignoring the objections of the other person, causing the other person's intoxication or incapacitation through the use of drugs or alcohol, or taking advantage of the other person's incapacitation (including voluntary intoxication) to engage in sexual activity. Persons of all genders can be victims of these forms of Sexual Misconduct. Sexual activity with a minor is never consensual when the Complainant is under 18 years old, because the minor is considered incapable of giving legal consent due to age.

Sexual Violence

Sexual violence includes acts such as rape, dating and domestic violence, sexual assault, sexual exploitation, staking, and other forms of non-consensual sexual activity; or violence or harassment based on sexual orientation.

Consent: Consent is an affirmative decision to engage in mutually acceptable sexual activity given by clear actions or words. It is an informed decision made freely and actively by all parties. Relying solely upon nonverbal communication can lead to miscommunication. It is important not to make assumptions; if confusion or ambiguity on the issue of consent arises anytime during a sexual interaction, it is essential that each participant stops and clarifies, verbally, and demonstrates a willingness to continue. Individuals should understand that consent may not be inferred from silence, passivity, or lack of active resistance alone. Furthermore, a current or previous dating or sexual relationship is not sufficient to constitute consent, and consent to one form of sexual activity does not imply consent to other forms of sexual activity. Being intoxicated does not diminish one's responsibility to obtain consent.

Conduct will be considered "without consent" if no clear consent, verbal or nonverbal, is given. It should be noted that in some situations, an individual's ability to freely consent is taken away by another person or circumstance. Examples include, but are not limited to, when an individual is incapacitated due to alcohol or other drugs, scared, physically forced, passed out, asleep, unconscious, intimidated, coerced, mentally or physically impaired, beaten, threatened, isolated, or confined.

Sexual Assault

"Sexual Assault" is defined as an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting system. A sex offense is any act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

Rape is defined as 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 is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their uncontrollable rage or because of their temporary or permanent mental incapacity.

Incest is defined as non-forcible sexual intercourse between persons who are related to each other within the degrees when marriage is prohibited by law.

Statutory Rape is defined as non-forcible sexual intercourse with a person who is under the statutory age of consent.

Sexual Assault Prevention

- Be aware of rape drugs.
- Try not to leave your drink unattended.
- Only accept drinks that are in an un-opened container.
- Avoid group drinks like punch bowls.
- Cover your drink. It is easy to slip in a small pill even while you are holding your drink. Hold a cup with your hand over the top, or choose drinks that are contained in a bottle and keep your thumb overthe nozzle.
- If you feel extremely tired or drunk for no apparent reason, you may have been drugged. Find your friends and ask them to leave with you as soon as possible.
- If you suspect you have been drugged, go to a hospital and ask to be tested.
- Keep track of how many drinks you have had.
- Try to come and leave with a group of people you trust.
- Avoid giving out your personal information. If someone asks for your number, take their number instead of giving out yours.
- Visit websites offering tips for web browsing, social media safety, and traveling.

Dating Violence

The term “dating violence” is defined as violence committed by a person

(1) Who is or has been in a social relationship of a romantic or intimate nature with the victim, and
(2) The existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Stalking

The term “stalking” is defined as 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.

Course of conduct is defined as--

(1) Two or more acts including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or is defined as follows, monitors, observes, surveils, threatens, or communicates to or

about a person, or interferes with a person's property.

(2) Substantial emotional distress is defined as significant mental suffering or anguish that may, but does not necessarily; require medical or other professional treatment or counseling.

(3) "Reasonable Person" is defined as a reasonable person under similar circumstances and with similar identities to the victim.

Domestic Violence

The term "Domestic Violence" is defined as a felony or misdemeanor crimes 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 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.
- Any other related criminal offenses under California and Texas state law.

Abuse is defined as the occurrence of one or more of the following acts between family or household members, sexual or intimate partners or persons who share biological parenthood:

- Attempting to cause or intentionally, knowingly or recklessly causing bodily injury, serious bodily injury, rape, involuntary deviate sexual intercourse, sexual assault, statutory sexual assault, aggravated indecent assault, indecent assault or incest with or without a deadly weapon.
- Placing another in reasonable fear of imminent serious bodily injury.
- The infliction of false imprisonment.
- Physical, mental, or sexual abuse of minor children.
- Knowingly engaging in a course of conduct or repeatedly committing acts toward another person, including following the person without proper authority, under circumstance, which place the person in reasonable fear or bodily injury.

Warning Signs

Domestic and dating abuse often escalates from threats and verbal abuse to violence. While physical injury may be the most obvious danger, the emotional and psychological consequences of domestic and dating violence are also severe. Warning signs include:

- Being afraid of your partner.
- Constantly watching what you say to avoid a "blow up."
- Feelings of low self-worth and helplessness about your relationship.
- Feeling isolated from family or friends because of your relationship.
- Hiding bruises or other injuries from family or friends.
- Being prevented from working, studying, going home, and/or using technology (including your mobile phone).
- Being monitored by your partner at home, work or school.
- Being forced or pressured to do anything you do not want to do.

Reduce Risks and Avoid Potential Attacks

- If you are being abused or suspect that someone you know is being abused, speak up or intervene.
- Get help by seeking information and support services.
- Learn how to look for "behaviors" in relationships so you can learn to avoid some of those characteristics in future partners.
- Consider discussing the matter with the Center Director, Associate Center Director, Regional Director,

Supervisor or Human Resources Department for referral services.

- Learn more about what behaviors constitute dating and domestic violence, understand it is not your fault, and talk with friends and family members about ways you can be supported.
- Trust your instincts—if something doesn't feel right in a relationship, speak up or end it.

Services for Victims of Sexual Assault

YWCA SiliconValley

San Jose, CA95112
County: SantaClara

Business/Número Telefónico :
408-295-4011
Tty:
Hotline/Línea de Ayuda: 800-572-2782
Website/Página de Internet: http://www.ywca-sv.org

Colton, CA

Colton- San Bernadino Sexual Assault Services

San Bernadino, CA 92401
County: San Bernadino

Business/Número Telefonico :
909-885-8884
Tty:
Hotline/Línea de Ayuda: 909-885-8884

Website/Página de Internet: *http://www.sbsas.org*

Oxnard, CA

Coalition For Family Harmony

Oxnard, CA 93030
County: Ventura County

Business/Número Telefonico :
805- 983-6014
Tty: 805-656-4439
Hotline/Línea de Ayuda: (800) 300-2181
Website/Página de Internet:
http://www.thecoalition.org

San Diego, CA

Center for Community Solutions

San Diego, CA 92109
County: San Diego

Business/Número Telefonico :
858-272-5777
Tty:

Business/Número Telefonico :
703-683-7273
Tty: 703-683-7273
Hotline/Línea de Ayuda: 703-683-7273
Website/Página de Internet:
http://www.alexandriava.gov/SexualViolence

El Centro, CA

Sure Helpline Crisis Center

El Centro, CA 92243
County: Imperial

Business/Número Telefonico :
760-352-7878
Tty:
Hotline/Línea de Ayuda: 1-877-780-7776

Santa Maria, CA

N. County Rape Crisis & Child Protection (Santa Maria Office)

Lompoc, CA 93438
County: Santa Barbara

Business/Número Telefonico :
805-922-2994
Tty:

Coachella Valley Sexual Assault Services

Palm Desert, CA 92260
County: Riverside County

Business/Número Telefonico :
760-568-9071
Tty: 1-800-656-4673
Hotline/Línea de Ayuda: 800-656-4673
Website/Página de Internet:
http://www.sbsas.org

El Paso, TX

Center Against Sexual and Family Violence

El Paso, TX 79915
County: El Paso

Business/Número Telefonico :
(915) 595-2238
Tty: 211
Hotline/Línea de Ayuda: 1-800-7270511

Website/Página de Internet:
http://www.casfv.org/

Salinas, CA

Salinas - Soledad – Monterey County Rape Crisis Center

Monterey, CA 93942
County: Monterey

Business/Número Telefonico :
831-373-3955
Tty:
Hotline/Línea de Ayuda: 831-375-4357
Website/Página de Internet:
http://www.mtryrapecrisis.org

Soledad, CA

Monterey County Rape Crisis Center

Monterey, CA 93942
County: Monterey

Business/Número Telefonico :
831-373-3955
Tty:

Hotline/Línea de Ayuda: 888-385-4657 Website/Página de Internet: *http://www.ccssd.org*	Hotline/Línea de Ayuda: 805-736-7273 Website/Página de Internet: **http://www.sbcountyrapecrisis.org**	Hotline/Línea de Ayuda: 831-375-4357 Website/Página de Internet: ***http://www.mtryrapecrisis.org***
Watsonville, CA Monarch Services	**Watsonville, CA** Monarch Services Hotline/Línea de Ayuda: 888-900-4232	
Watsonville, CA 95076 County: Santa Cruz Business/Número Telefonico : 831-722-4532	Website/Página de Internet:***http://www.monarchscc.org***	

OTHER STATE AND NATIONAL RESOURCES

California/National		
W.E.A.V.E.: Women Escaping a Violent Environment	1-866-920-2952	http://www.weaveinc.org/
RAINN: Rape, Abuse and Incest National Network	1-800-656-4673	https://rainn.org/
NSVRC: National Sexual Violence Resource Center	1-877-739-3895	http://www.nsvrc.org/
National Sexual Abuse Hotline	1-800-656-HOPE 1-800-656-4673	
Homepage to find resources in your county including Victim Assistance Centers and local law enforcement agencies.	1-800-842-8467	www.1800VICTIMS.org
Texas/National		
RAINN	1-800-656-HOPE 1-800-656-4673	https://www.rainn.org/about-national-sexual-assault-telephone-hotline
Texas Dept of Family and Protective Services	1-800-252-5400	https://www.txabusehotline.org/Login/Default.aspx

VICTIM'S RIGHTS AND OPTIONS

Whether a victim reports the crime or not, the victim will receive a written notification regarding available options and assistance regarding counseling, health, mental health, victim advocacy, legal assistance, and other services available to victims through outside agencies.

CET will determine which proceedings to use based on the circumstances and available resources. If the offender is a

student or employee, CET will take steps to suspend the offender during the investigation, and consider any protective measures available if the victim requests them.

The victim has the following rights when reporting an incident involving sexual assault, domestic violence, dating violence, and stalking:

- To be notified of certain significant actions and proceedings pertaining to theircase;
- To be accompanied at all public criminal proceedings by a victim advocate, family member or another person;
- Both parties shall be informed of the outcome of any disciplinaryproceeding;
- Survivors shall be notified of counseling services available through outside agencies;
- A victim may request a change in academic arrangements after a sexual assault;
- Victims of personal injury/burglary crimes relating to driving under the influence which involved bodily injury, the victim may offer prior comment on the potential reduction or dropping of any charge or changes of a plea in a criminal or delinquency proceeding or diversion of a case, including an informal adjustment or consent decree.
- To offer prior comment on the sentencing of a defendant to include the submission of a written and/or oral victim impact statement;
- To be restored, to the extent possible, to the pre-crime economic status through restitution, compensation, and return of property;
- If personal injury results from the incident, the offender is sentenced to a state correctional facility, the victim has the opportunity to provide prior comment on and to receive state post sentencing release decisions (work release, parole, pardon, or community treatment center placement) and to be provided immediate notice of escape of the offender;
- If personal injury occurs from the incident and the offender is sentenced to a local correctional facility, the victim has the right to receive notice of release of the offender (including work release, furlough, parole, community treatment center placement) and to be provided with immediate notice of the escape of the offender;
- When the offender is committed to a mental health facility from a state correctional institution, the victim has the right to notice of the discharge, transfer, or escape of the offender from the mental health facility; and
- To be restored as you were before the crime, as much as possible, through restitution and to receive assistance with preparing, submitting and follow-up with a claim for compensation.

If CET receives official notification of the death of a victim, the Vice President of Human Resources will work with CET's Center Director, Associate Center Director, Regional Director or Supervisor to oversee administrative responsibilities and activities after the death of the victim as a result of the crime or offense. The process of information gathering will be done as soon as possible so the next of kin of the victim can be notified.

- Prior to notification, the Vice President of Human Resources will work with CET's Center Director, Associate Center Director, Regional Director or Supervisor to confirm as many facts of the incident as possible.
- Receive authorization to release factual, confirmed information and clarify specific information that is permissible to release. There may be confidential or investigative information disclosed to the Vice President of Human Resources but not released to the public.
- Verify that family members have been notified before communicating with the others.
- Notify the organizational business entities as appropriate.
- Speak with the family soon thereafter to discuss what information they would like disclosed (details regarding the

incident, notification about the funeral or memorial service, etc.). Respect the family's wishes to the best of your ability.

- Designate an individual to coordinate with the police, coroner's office, and other external parties as required and necessary, communicate with the campus community in a timely manner to address any issues regarding safety or threat of harm to campus community; identify an individual who will be CET's primary contact for the family or next-of-kin going forward on any outstanding communications or issues; determine the appropriate manner for communicating with the victim's immediate family or next-of-kin; determine, in consultation with the family or next-of-kin, the individual(s) who will be the primary contact(s) on the family or next-of-kin's behalf;
- Identify an individual that will respond to media requests (as necessary) while ensuring that this individual maintains communication with the family or next-of-kin prior to the release of information to the media; provide guidance to corporate administration to perform administrative tasks that are appropriate to the circumstances of the death; ensure that other administrative department managers are notified with current and accurate information and that the information being used or disclosed is in accordance with the CET's personal identifiable information policies and procedures; and collect documentation on the administrative response to the student's death for records management purposes; any other arrangements that may be appropriate or meaningful to the family or next of-kin

REPORTING OPTIONS AND PROCEDURES

Voluntary, 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 CET or criminal justice system, we ask that you consider filing a voluntary, confidential report. With your permission, Vice President of Human Resources or Chief Operations Officer can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential while taking steps to ensure your future safety and the safety of others. With such information, CET can keep an accurate record of the number of incidents involving students, instructors, and staff, as well as determine whether there is a pattern of crimes concerning a particular campus, method, or assailant, and alert the campus community to potential dangers. Reports filed in this manner are counted and disclosed in the annual crime statistics for CET.

Anonymous Reporting

Victims or witnesses who wish to inform any of crimes on a voluntary, anonymous basis for inclusion in the annual disclosure of crime statistics may do so by submitting an anonymous report directly to with Vice President of Human Resources or the Chief Operations Officer, or by filling out an anonymous tip online at https://cetweb.edu/student-grievances.

The purpose of an anonymous report is to comply with your wish of not having personally identifiable information included while taking steps to ensure your future safety and the safety of others. With such information, CET can keep an accurate record of the number of incidents involving students, employees, and visitors, determine whether there is a pattern of crime with regard to a particular campus, methods, or assailant, and alert the campus community to potential dangers. Complaints filed in this manner may be counted and disclosed in the Annual Security Report.

Should you wish to make a report confidentially through the police department, you can make a request. However, any request for confidentiality is honored to the extent permitted by law. It is CET's responsibility to weigh any request for confidentiality against its duty to provide a safe environment for all members of the campus community.

Any student or center staff may submit a complaint, including anonymously, of prohibited conduct to a Center Director.

- If the person to whom a report would normally be made to is the Center Director (respondent), reports may be made to the Regional Director, Chief Operations Officer or the Vice President of Human Resources.

Any Center Director may submit a complaint regarding their Regional Director.

- Reports may be made to the Chief Operations Officer.

Any corporate staff may submit a complaint to their Supervisor or the Vice President of Human Resources.

- If the person to whom a report would normally be made to is their Supervisor, reports may be made to the Human Resources Director.
- If the person wants to submit a complaint regarding the Vice President of Human Resources, reports may be made to the Chief Executive Officer.

Complaints of prohibited conduct should be brought forward as soon as possible; all incidents should be reported even if significant time has lapsed but prompt reporting will better enable CET to respond, investigate, provide an appropriate remedy, and impose discipline if appropriate.

As soon as practicable after receiving a report, the Vice President of Human Resources will make an initial assessment of the complaint to determine whether the complaint alleges an act of prohibited conduct. The Vice President of Human Resources may consult with appropriate Supervisor to make an immediate assessment concerning the health and safety of the individual and the campus community, implement temporary remedies immediately, and provide to the complainant a written explanation of rights and reporting options, including the right to make reports to the police, and available campus and community resources.

CET has jurisdiction over alleged violations for acts of prohibited conduct that occur on CET property. In addition, CET may exercise jurisdiction over conduct that occurs off-campus but affects the learning or working environment or violates other CET policies had the incident occurred on campus.

Individuals making reports shall be informed about:

- Confidentiality of reports, including when reports cannot be kept confidential.
- The range of possible outcomes of the complaint, including health and safety measures, remedies, and disciplinary actions that may be taken against the respondent, and information about the procedures leading to such outcomes.

If the report results in a formal investigation after the conclusion of the investigation, the complainant and respondent will be simultaneously informed in writing of:

- the outcome of the investigation and its rationale,
- any available appeal rights and procedures, and
- how to obtain a copy of the investigation report, which may be redacted as necessary to protect privacy rights.

If the matter results in a disciplinary proceeding, at the conclusion of that proceeding, the complainant and the respondent will be simultaneously informed in writing of:

- the outcome of the disciplinary proceeding, including the final determination with respect to the alleged offense, any sanction that is imposed, and the rationale for the results;
- any available appeal rights and procedures; and
- any subsequent change to the results and when results will become final.

The complainant will be sent a notice documenting any individual remedies offered to the complainant, and other steps taken to eliminate the effects of the violation. The respondent will be informed of no contact orders affecting them, but should not be notified of other individual remedies offered or provided to the complainant.

Alternative Resolution: After preliminary assessment of the facts, the Vice President of Human Resources will request that the Title IX Officer assign a Center Director, Associate Center Director, Regional Director or Supervisor

to initiate an Alternative Resolution process if both parties prefer an informal process and the case involves less serious violation. This process may also be useful when a report is made by a third party or anonymously.

The Alternative Resolution Process may include:

- mediation (except in cases of sexual violence);
- separating the parties;
- providing for safety;
- referring the parties to counseling;
- referral for disciplinary action;
- a settlement agreement;
- conducting targeted preventative educational and training programs; and
- conducting a follow-up review to ensure that the resolution has been implemented effectively.

The complainant has the right to request a formal investigation at any time, but the Title IX Officer has final authority for determining whether to initiate a formal investigation. Both the complainant and respondent may be accompanied by an advisor throughout the process.

If the Alternative Resolution is not useful, the complainant has the right to request a formal investigation.

Formal Investigation

The Title IX Officer may initiate a formal investigation in coordination with the Center Director, Associate Center Director, Regional Director or Supervisor. The complainant's request for an investigation will be considered but is not determinative.

If complainant does not request an investigation, the Title IX Officer shall determine whether the allegations require an investigation to mitigate a potential risk to the campus community. If proceeding with an investigation is without the participation of a complainant, the Title IX Officer shall attempt to maintain the identity of the complainant confidential from respondent or inform the complainant that such confidentiality cannot be maintained. If determining not to proceed with the investigation, the Title IX Officer shall inform the complainant that the ability to provide remedies may be limited, but the Title IX Officer shall offer such remedies that are consistent with maintaining confidentiality in the absence of the Case Management Team involvement.

The investigation generally includes interviews with the complainant, the respondent, and witnesses, if available. The documents, if appropriate, will be reviewed. Disclosure of facts to person interviewed shall be limited to what is reasonably necessary to conduct a fair and thorough investigation. Participants may be advised to maintain confidentiality when essential to protect the integrity of the investigation.

The complainant or respondent may have an advisor or other support person present when personally interviewed and at any related meeting.

The investigation shall be completed promptly, typically within 60 business days of its initiation, unless extended by the Title IX Officer for good cause followed by written notice to the complainant and respondent of the reason for the extension and the projected new timeline. If the alleged conduct is also the subject of a criminal investigation, the Title IX Office will coordinate its investigation with the police but must act promptly without delaying the investigation until the conclusion of the criminal investigation.

Investigation Report

In the event that a formal investigation is conducted, the Title IX Officer will prepare a written report that includes a statement of the allegations and issues, the positions of the complainant and respondent, a summary of the evidence, an explanation why any proffered evidence was not investigated, and the findings of fact and an analysis of whether a violation has occurred. When both parties are students, the report will include a recommendation to the Case Management Team.

RESPONSE TO DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

CET does not tolerate sexual misconduct or abuse such as sexual assault, rape, or other forms of sexual activity. Violations of this policy are subject to disciplinary sanctions as indicated in this report, in the Student Catalog, and the Personnel Policy Handbook. CET will follow reporting procedures as mandated by state law.

CET does not have campus police, nor pastoral or professional counselors for confidential counseling. CET students may be eligible for student insurance to take care of basic sexual assault related care.

Recommended Steps:

- Get to a safe place.
- To preserve evidence after an attack, you should not change your clothes, bathe, shower, apply medication, or take any other personal hygiene action before contacting police. If it becomes necessary that you change your clothes, each item should be packaged separately in a PAPER BAG.
- If oral contact took place, do not brush your teeth. Do not use mouthwash. Do not smoke.
- Do not straighten up or clean the area where the assault took place.
- Preserve other forms of evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs, or other copies of documents, if any, which would be useful to investigators or law enforcement.
- RAINN - Rape Crisis Line (Sexual Assault) (800) 656-4673.
- Other on-line services available on page 23-24.
- Notify CET's Human Resources Department at (408) 534-5300 (8:00 a.m. to 5:00 p.m.). After business hours, contact CET's Vice President of Human Resources at (408) 534-5353.

Rape and other types of sexual assault can be difficult to report after an assault, especially if the victim knows the person who assaulted them. CET encourages victims who have experienced an incident of sexual misconduct to seek assistance from a medical provider and/or law enforcement as soon as possible after the incident. These are the best options to ensure preservation of evidence, effective medical care and receive information about other professional services available.

A medical provider can provide emergency and/or follow-up medical services, the ability to discuss any health care concerns related to the incident in a confidential medical setting, and may bring peace of mind. The medical exam has two goals: first, to diagnose and treat the full extent of any injury or physical effect (sexually transmitted infection or pregnancy) and second, to properly collect and preserve evidence, for potential future criminal prosecution. There is a limited window of time following an incident of sexual assault to preserve physical and other forms of evidence. Taking the steps to gather evidence immediately does not commit an individual to any course of action. The decision to seek medical attention and gather any evidence will remain confidential and will preserve the options to seek resolution through the criminal justice system. State law may require medical personnel to report all cases of rape and sexual

abuse where the survivor seeks medical treatment. However, such reports do not include the victims' name, address or other identifying information.

In complying with the Clery Act, CET will record crimes in the Crime Log without the inclusion of personal identifiable information about the victim.

CET'S DISCIPLINARY PROCEDURES

If the assailant is a student or an employee, and depending on the nature of the crime, in addition to criminal and civil action, CET's Vice President of Human Resources together with the Center Director, Associate Center Director, Regional Director or Supervisor may initiate disciplinary action.

CET's disciplinary process will include a prompt, fair, and impartial investigation and resolution process for the complainant and the respondent. Usually, the resolution of complaints of sexual misconduct are completed within 60 days of the report; however, the timeframe of the proceedings allows for extensions for good cause with notice to the complainant and respondent of the cause and reason for the delay. The policy provides that:

- The complainant and the respondent each have the opportunity to attend a meeting before the Vice President of Human Resources.
- The complainant and the respondent will receive a timely notice for scheduled meetings.
- CET will allow for timely access to the complainant, the respondent and appropriate Case Management Team to any information that will be used after the fact-finding investigation but during formal and informal disciplinary proceeding;
- CET's disciplinary procedures will not be conducted by any CET administrator who has a conflict of interest or bias for or against the complainant or the respondent;
- The complainant and respondent may have others present during a CET disciplinary proceeding such as an Advisor.
- The Advisor may quietly confer with the complainant or respondent without interruption or disruption during a disciplinary proceeding. The Advisor may also assist with cross-examination.
- The decision is based on whether the respondent violated CET policies (domestic violence, dating violence, sexual assault or stalking).
- The complainant and the respondent will be notified in writing of the result of any disciplinary proceeding and any changes to those results or disciplinary actions prior to the time that such results became final.

A student charged with (domestic violence, dating violence, sexual assault or stalking) may be sanctioned. Sanctions may include, but are not limited to suspension, and/or expulsion in accordance with Student Code of Conduct as outlined in the Student Catalog (Pg. 51).

If the assailant is an employee, they may be subject to disciplinary action under applicable personnel policies in addition to criminal and/or civil actions including termination of employment.

The complainant and the respondent each have the right to appeal the outcome of the proceeding.

APPEAL OF INVESTIGATION OUTCOME

The complainant and respondent have the right to appeal a final determination of responsibility and/or the resulting

sanction based on the limited grounds of substantial procedural error that materially affected the outcome and/ or material, new evidence not reasonably available at the time of the hearing. Written requests for appeal must be submitted within three (3) business days following delivery of the Notice of the Outcome. Each party may respond in writing to any appeal submitted by the other party. Written responses must be submitted within three (3) business days following delivery of the notice of the written appeal. Written requests for appeal submitted by one party will be shared with the other party. Appeals will be considered by a three (3) member appeal panel of Human Resources, Chief Operations Officer and Chief Executive Officer. The appeal panel's responsibility will be to determine if there was substantial procedural error that materially affected the outcome and/or new evidence not reasonably available at the time of the hearing. If either or both are found by the appeal panel, the appeal panel may modify the finding of responsibility and/or the sanction.

SEX OFFENDER REGISTRATION INFORMATION

The "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children, Sexually Violent Offender Act, the Jeanne Clery Act, and the Family Education Rights and Privacy Act of 1974, CET is providing sex offender links for the states of California and Texas. The Megan's Law Sex Offender Registries can be found online at:

CALIFORNIA	http://www.meganslaw.ca.gov/ Phone Number:916-210-3114
TEXAS	https://records.txdps.state.tx.us/SexOffender/PublicSite/Index.aspx Phone Number: 855-481-7070

These registries are not intended to punish the offender. Using the information to intimidate, harass or commit any crime against an offender is prohibited. The Department of Justice is responsible for maintaining these registries.

DRUG-FREE WORKPLACE ANDCAMPUS

Policy Statement

CET shall provide a safe learning and working environment for students and employees. It is the intent of CET to provide a drug-free environment to the greatest extent possible. The information included in this report complies with the notification requirements of the Drug-Free Schools and Communities Act and its implementing regulations.

CET prohibits the unlawful possession, use, manufacture, or distribution of alcohol or controlled substances by students, staff and guests in buildings, satellite buildings, grounds, parking lots, CET vehicles owned or controlled by CET. This policy also relates to all programs, field trips, special events, work and other activities under state and federal laws.

In order to enforce this policy, CET reserves the right to conduct searches of all property on CET premises, including but not limited to contents of lockers, brief cases, purses, desks, file cabinets, and vehicles parked on CET property and implement other measures necessary to deter abuse of this policy. Failure or refusal to cooperate may be grounds for disciplinary action up to and including termination of employment.

Furthermore, the use or being under the influence of any legally obtained drugs by an employee while performing CET business or while in a CET facility is prohibited to the extent such use or influence may affect the safety of co-workers, members of the public, the employee's job performance or the safe or efficient operation of CET facility. The term "legally obtained drugs" includes prescribed drugs and drugs which have been legally obtained and are being used for the purpose for which they were prescribed or manufactured. While the use of marijuana has been legalized under California law for medicinal and recreational uses, it remains an illegal drug under federal law and its use as it impacts

the workplace and campus is prohibited by CET. The use, possession or sale of any amount of Marijuana remains illegal in Texas.

PRIVATE EVENTS

The possession and use of alcoholic beverages is only permissible for private parties arranged by the Corporate Office or Catering services in San Jose in designated areas and with prior approval of the appropriate administrators of authority.

Prohibited Conduct Regarding Alcohol

The following are prohibited under CET policy:

- The purchase, possession, or consumption of alcoholic beverages (including beer and wine) by a person under the age of 21;
- Provision of alcoholic beverages to individuals under 21 years of age; sale, either directly or indirectly, of alcoholic beverages (including beer and wine);
- Service of alcohol to an intoxicated person or to the point of intoxication; manufacture, use, or provision of a false state identification card, driver's license, or certification of birth or baptism;
- Drunk and disorderly behavior in public view, including on public sidewalks, walkways, public areas of academic facilities;
- Possession of an alcoholic beverage in any open container in a motor vehicle or while operating a bicycle, skates, skateboard, or scooter is prohibited regardless of who is driving and whether one is intoxicated.

CET's policy is to conform to all applicable laws regarding the use of psychoactive substances including stimulants, depressants, narcotics, inhalants, and hallucinogens, including marijuana. CET expects all students and student groups to comply with all local, state and federal laws. It is the responsibility of each individual to be aware of, and abide by, all federal, state and local ordinances and CET policies. Current laws provide for severe penalties for violations, which may result in criminal records.

Actions taken when a student or staff member has violated the alcohol and other drugs policy:

CET exercises certain discretion with respect to protecting the campus by establishing and enforcing standards of conduct that students and staff are expected to follow. These standards mandate sanctions related to certain use and abuse of alcohol and other drugs where appropriate. Students and staff are expected to respect these standards and each other. If a student or staff member violates any standards of conduct, any individual may file a complaint. In the event CET determines that a violation of the alcohol and other drug policy has occurred, any of the following sanctions may be imposed: suspension, expulsion, and termination of employment, referral for prosecution and/or required completion of a drug or alcohol rehabilitation or similar program.

CET, as required by federal regulation (34 CFR 85.635 and Appendix C), will report all employees convicted of a criminal drug offense occurring in the workplace to the U.S. Department of Education. Consistent with these same regulations, employees, as a condition of employment, are required to provide written notice to this institution of their conviction for a criminal drug offense occurring at the workplace within five (5) days after that conviction. In addition, students receiving Pell Grants who are convicted of a criminal drug offense during the period of enrollment for which the Pell Grant was awarded are required by federal regulation to report that conviction in writing to the:

Director of Grants and Services
United States Department of Education
400 Maryland Avenue SW.
Room 3124, GSA Regional Office Bldg. #3
Washington, DC 20202-4571

The report must be made within 10 days after the conviction.

In addition to institutional sanctions, students and employees convicted of the unlawful possession or distribution of illicit drugs or alcohol could face local, state and federal legal penalties, which include fines, imprisonment and the seizure of drug related assets.

Drug awareness programs, counseling, treatment, rehabilitation and other related services are available on an ongoing basis to students and employees through outside agencies. Students receive a copy of this statement along with local services upon being enrolled. Employees can contact the Employee Assistance Program (EAP). The information is available in the CET Open Enrollment Newsletter or by calling the Human Resources Department. Other self-help resources are available in the Alcohol and Substance Abuse Self-Help Resources section of this report for students and employees.

SANCTIONS (APPLIED TO ALL CATEGORIES OFSUBSTANCES)

STUDENTS

The following are prohibited under the Code of Conduct applicable to students:

- Use, possession or distribution of narcotic or other controlled substances, except as expressly permitted by law, or being under the influence of such substances.
- Use, possession or distribution of alcoholic beverages, except as expressly permitted by law and CET policies; or public intoxication.

The sanctions listed below may be imposed upon any covered person found to have violated the Code of Student Conduct. The listing of the sanctions should not be construed to imply that covered persons are entitled to progressive discipline. The sanctions may be used in any order and/or combination that CET deems appropriate for the conduct in question.

a. Warning - A verbal or written notice that the respondent is in violation of or has violated CET regulations.
b. Probation - A written reprimand with stated conditions in effect for a designated period, including the probability of more severe disciplinary sanctions if the respondent is found to be violating any CET regulation(s) during the probationary period.
c. Fines - Fines may be imposed, as determined or approved by CET.
d. Restitution - Compensation for loss, damage or injury. This may take the form of appropriate service and/or monetary or material replacement.
e. CET Suspension - Separation of the respondent from CET for a definite period of time, after which the respondent is eligible to return. Conditions for readmission may be specified.
f. CET Expulsion - Permanent separation of the respondent from CET.

STAFF

CET staff are prohibited from:

- While performing school business under the influence of a controlled substance.
- Possession, use, sale of a controlled substance.

- Furnishing a controlled substance to a minor.

Sanctions for this violation could lead up to termination of employment in accordance to the Standards of Conduct, Breaches of CET Standards of Conduct, and Drug-Free Workplace and Safety in the Personnel Policy Handbook.

**These sanctions are in addition to any criminal sanctions that may be imposed.

CET DRUG AND ALCOHOL ABUSE PREVENTIONPROGRAM

CET has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and the abuse of alcohol by students and employees in accordance with the Drug-Free Schools and Communities Act and Drug and Alcohol Abuse Prevention Regulations (Education Department General Administrative Regulations [EDGAR]).

Philosophy

CET believes that all students want to succeed academically and fulfill their potential during their vocational training and employees want to meet their goals and performance standards. When substance abuse gets in the way, it can seriously derail those dreams. Employees and students need to know how to access information and resources. CET has to evaluate the Drug and Alcohol Prevention Program in order to improve services and information availability.

Our goal is to:

- Provide resources, information and services that will help students and employees make informed and responsible decisions about the use of alcohol and/ordrugs
- Promote a drug-free campus

The Alcohol and Substance Abuse Prevention Program emphasizes prevention and intervention through education and resources. The following is a list of CET's educational services and programs available to staff and students:

For Employees:

- Annual presentation by an outside agency
- Drug-Free Workplace policy in the Personnel Policy Handbook—Available in CET shared drive
- Drug and Alcohol Abuse Prevention Program in the Annual Security Report—Self-help resources available in the Annual Security Report
- Annual notification of Employee Assistance Program (EAP) services during Open Enrollment; quarterly reminders of EAP services via internal e-mail
- Hotline telephone numbers posted on the Campus Crime and Security bulletin board

For Students:

- Guest speakers
- Drug and Alcohol Policy Statement (at enrollment, signature required)
- Student Catalog, pages (to new enrollee)
- On-line Self-Help resources included in the Annual Campus Security Report
- Hotline telephone numbers posted on the Campus Crime and Security bulletin board
- Informational posters
- Staff referral (identified during monthly meeting with student)
- Brochures

Health Risks

Drug use causes physical and emotional dependence, interferes with memory, sensation and perception, and in some cases, may cause permanent brain damage or sudden death. The following section is a summary of various health risks associated with alcohol abuse and use of specific types of drugs, and is not intended to be an exhaustive or a final statement of all possible health consequences of substance abuse.

Alcohol

Alcohol consumption has acute effects on the body and causes a number of marked changes in behavior. Even low doses may significantly impair judgment and coordination. Drinking too much on a regular basis for an extended period can produce a physical dependence on alcohol and is associated with many health risks. Alcohol is an especially dangerous drug for pregnant women.

Marijuana

Marijuana contains THC, a chemical that alters the sensory activities of the brain, including long-term memory capabilities, comprehension, altered sense of time, decreased motivation, and reduced ability to perform tasks requiring concentration and coordination. Marijuana smoke contains more cancer-causing agents than tobacco.

Cocaine/Crack

Cocaine and crack are highly addictive and may lead to heart attacks, strokes, and long-term brain damage. Other physical effects include dilated pupils, increased pulse rate, elevated blood pressure, insomnia, loss of appetite, tactile hallucinations, paranoia, and seizures. Continued use can produce violent behavior and psychosis.

Methamphetamine/Amphetamines

Methamphetamine is a central nervous system stimulant of the amphetamine family. Like cocaine and crack, methamphetamines are highly addictive “uppers” that produce extreme alertness and elation, along with a variety of severe adverse reactions. Methamphetamine is generally cheaper than cocaine and because the body metabolizes it slower, the effects may last as much as 10 times longer. Methamphetamine users can experience sustained, severe mood and thought disturbances, serious physical effects, including sudden death.

Narcotics

Narcotics such as heroin, methadone, oxycodone, codeine, morphine, and opium initially produce a feeling of euphoria that often is followed by drowsiness, nausea, and vomiting. An overdose may produce shallow breathing, clammy skin, convulsions, coma, and death. Tolerance to narcotics develops rapidly and dependence is likely. The use of contaminated syringes may result in diseases such as AIDS, endocarditis, and hepatitis.

Ecstasy

“Designer drugs” such as Ecstasy are related to amphetamines in that they have mild stimulant properties but are mostly euphoriants. They can cause nausea, blurred vision, chills or sweating, and faintness. Psychological effects include anxiety, depression, and paranoia. As little as one dose can cause severe neurochemical brain damage. Narcotic designer drugs can cause symptoms such as uncontrollable tremors, drooling, impaired speech, paralysis, and irreversible brain damage.

GHB/Rohypnol

Often known as “date rape” drugs, GHB and Rohypnol initially produce a feeling of intoxication similar to alcohol (the user feels relaxed, sociable, affectionate and playful, and disinhibited) followed by a feeling of drowsiness. Higher doses can lead to a sleep from which the user cannot be woken. The effects can last from four to 24 hours. Both GHB and Rohypnol present

a serious overdose threat. Since they are depressants, both drugs can be fatal when mixed with alcohol. Symptoms of overdose can include intense drowsiness, unconsciousness or coma, muscle spasms, disorientation, vomiting, and slowed or stopped breathing (fatalities usually occur from respiratory failure).

Inhalants

Inhalants are readily available and inexpensive. More than 1,000 common household products can be used to get high. Examples of organic solvents (carbon compounds) include gasoline, lighter fluid and butane lighter fuel, spray paint, paint thinner, rubber cement, hair spray, nail polish, and many cleaning fluids. Nitrite compounds (amyl nitrite, butyl nitrite) act mainly as vasodilators. Nitrous oxide (laughing gas) is packaged in small metal cartridges (called whippets), which are often used to make whipped cream. Inhalants irritate breathing passages, provoking severe coughing, painful inflammation, and nosebleeds. Inhalants may not produce a pleasant high and result in mental confusion, hallucinations, and paranoia. They may also result in respiratory depression leading to unconsciousness, coma, permanent brain damage, or death. The danger is extremely great if inhalants are used in conjunction with other nervous system depressants, such as alcohol or barbiturates. Even first-time users run the risk of sudden sniffing death (SSD). The risk of SSD is higher if the abuser engages in strenuous physical activity or is suddenly startled.

Steroids

Steroids are manufactured testosterone-like drugs used to increase muscle mass, strength, and endurance. The liver and the cardiovascular and reproductive systems are most seriously affected by steroid use. Psychological effects include very aggressive, uncontrollable behavior ("roid rage"), severe mood swings, manic episodes, and depression.

Treatment Programs

There is no available on-campus counseling. CET will refer students and employees to local counseling and referral assistance programs and services. Employees who are experiencing symptoms associated with their own or someone else's alcohol or drug use are encouraged to seek help from their doctor. CET employees may also seek assistance through the EAP program. The contact information is available on the CET Open Enrollment Newsletter.

Additional self-help resources may be found by contacting the following state and national organizations or visiting their websites below:

Alcohol and Substance Abuse Self-Help Resources

San Jose, CA (Main Campus)	Coachella, CA	Colton, CA
Santa Clara County Main: (408) 374-8511 Website: www.aasanjose.org	Office Intergroup Del Valle De Coachella Cell: (760) 398-3968 Website: www.aaintcoachella.org	Intergroup Office Main: (909) 881-3230
El Centro, CA	**El Paso, TX**	**Oxnard, CA**
Central Office Main: (619) 265-8762 Website: www.aa.org	Intergroup Central Office Main: (915) 562-4081 Website: www.aasandiego.org	Office Intergroup Main: (805) 988-0329 Website: www.aa.org
Salinas, CA	**San Diego, CA**	**Santa Maria, CA**
Salinas Valley Area Intergroup Main: (831) 424-9874 Website: www.aasalinas.org	San Diego Central Office Main: (619) 265-8762 Website: www.aasandiego.org	52nd District Alcoholics Anonymous Central Office Main: (805) 925-3782 Website: www.aa52centraloffice.org

Soledad, CA	Watsonville, CA
Salinas Valley Area Intergroup Main: (831) 424-9874 Website: www.aa.org	Office Intergroup Main: (831) 768-9597 Website:www.aacostacentral.com

National Substance Self-HelpResources

Federal Drug Administration; Drug Effect Fact Sheets

Website: https://www.dea.gov/index.shtml

U. S. Department of Education

Website: https://www.samhsa.gov/find-help/national-helpline

Substance Abuse and Mental Health Services Administration (SAMHSA)

Phone**:** 1-877-SAMHSA-7 (1-877-726-4727)

National Council on Alcoholism and Drug Dependence

Phone: 1-800-622-HELP (1-800-622-2255)

United Way Phone: 211

Website: http://www.unitedway.org

Drug & Alcohol Rehab Phone: 1-888-205-8608

Website: http:// www.alcoholanddrugsrehab.com

Legal Sanctions

Controlled Substances Act (CSA)

The CSA places all substances that are regulated under existing federal law into one of five schedules. The place is based on the substance's medical use, potential for abuse, and safety or dependence ability. Below is a description of the five schedules and examples of drugs in each schedule. The list is not comprehensive.

Schedule	Characteristics	Examples
Schedule I	• high potential for abuse • lack of accepted safety for use under medical supervision • in some states medical marijuana use is legal. • four (4) states have legalized the medical marijuana use of CBD with THC only: Georgia, Texas, Wisconsin, and Wyoming. • the states where all forms of medical marijuana is illegal are Idaho, Indiana, Kansas, Nebraska, and Tennessee.	• Cannabidiol (CBD) • Heroin • Gamma Hydroxybutyric Acid (GHB) • LSD • Marijuana • MDMA (Ecstasy) • Mescaline (peyote) • Psilocybin/Psilocin (mushrooms) • Tetrahydrocannabinols (THC)

Schedule II	high potential for abuse currently accepted for medical use or with severe restrictions in US abuse may lead to severe psychological or physical dependence	• Adderall® • Amphetamine • Cocaine • Fentanyl • Methadone • Methamphetamine • Morphine • Oxycodone • Phencyclidine (PCP) • Ritalin®
Schedule III	• less potential for abuse than drugs in Schedules I and II • currently accepted for medical use in US • abuse may lead to moderate or low physical dependence or high psychological dependence	• Anabolic Steroids • Codeine compounds • Some barbiturates • Ketamine
Schedule IV	• low potential for abuse compared to drugs in Schedule III • currently accepted medical use in US • abuse may lead to limited physical dependence or psychological dependence	• Ativan® • Rohypnol®(not manufactured or legally marketed in the US) • Valium® • Xanax®
Schedule V	II low potential for abuse compared to drugs in Schedule IV currently accepted medical use in US abuse may lead to limited physical dependence or psychological dependence	• Cough medicines with codeine

Source: U.S. Department of Justice. (2011). Drugs of Abuse. Washington, DC: U.S. Government Printing Office. Retrieved from http://www.justice.gov/

Federal Tracking Penalties — Marijuana

Marijuana (Schedule I)	1,000 kg or more mixture; or 1,000 or more plants	• Not less than 10 yrs, not more than life • If death or serious injury, not less than 20 yrs, not more than life • Fine not more than $4 million if an individual, • $10 million if other than an individual	• Not less than 20 yrs, not more than life • If death or serious injury, mandatory life • Fine not more than $8 million if an individual, • $20 million if other than an individual
Marijuana (Schedule I)	100 kg to 999 kg mixture; or 100 to 999 plants	• Not less than 5 yrs, not more than 40yrs • If death or serious injury, not less than 20 yrs, not more than life • Fine not more than $2 million if an individual, • $5 million if other than an individual	• Not less than 10 years, not more than life • If death or serious injury, mandatory life • Fine not more than $4 million if an individual, • $10 million if other than an individual
Marijuana (Schedule I)	More than 10 kgs hashish; 50 to 99 kg mixture More than 1 kg of hashish oil; 50 to 99 plants	• Not more than 20 yrs • If death or serious injury, not less than 20 yrs, not more than life • Fine $1 million if an individual, $5 million if other than an individual	• Not more than 30 years • If death or serious injury, mandatory life • Fine $2 million if an individual, $10 million if other than individual
Marijuana (Schedule I)	1 to 49 plants; less than 50 kg	• Not more than 5 years	• Not more than 10 years
Hashish (Schedule I)	0 kg or less	• Fine not more than $250,000, $1 million other than individual	• Fine $500,000 if an individual, $2 million if other than individual
Hashish Oil (Schedule I)	kg or less		

*The minimum sentence for a violation after two or more prior convictions for a felony drug offense have become final is a mandatory term of life imprisonment without release and a fine up to $8 million if an individual and $20 million if other than an individual.

Source: U.S. Department of Justice. (2011). Drugs of Abuse. Washington, DC: U.S. Government Printing Office. Retrieved from http://www.justice.gov/

Federal Trafficking Penalties

	Quantity	Penalties	Quantity	Penalties
Cocaine (Schedule II)	500–4999 gms mixture	First Offense: Not less than 5 yrs., and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine of not more than $5 million if an individual, $25	5 kgs or more mixture	First Offense: Not less than 10 yrs., and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than $10 million if an
Cocaine Base (Schedule II)	28–279 gms mixture		280 gms or more mixture	

Fentanyl (Schedule II)	40–399 gms mixture	million if not an individual. Second Offense: Not less than	400 gms or more mixture	individual, $50 million if not an individual. Second Offense: Not less than 20 yrs., and not more than life. If death or serious injury, life imprisonment. Fine of not more than $20 million if an individual, $75 million if not an individual. 2 or More Prior Offenses: Life imprisonment.
Fentanyl Analogue (Schedule I)	10–99 gms mixture	10 yrs., and not more than life. If death or serious injury, life imprisonment. Fine of not more than $8 million if an individual,	100 gms or more mixture	
Heroin (Schedule I)	100–999 gms mixture	$50 million if not an individual	1 kg or more mixture	
LSD (Schedule I)	1–9 gms mixture		10 gms or more mixture	
Methamphetamine (Schedule II)	5–49 gms pure or 50–499 gms mixture		50 gms or more pure or 500 gms or more	
PCP (Schedule II)	10–99 gms pure or 100–999 gms mixture		100 gm or more pure or 1 kg or more mixture	
Penalties				
Other Schedule I & II drugs (and any drug product containing Gamma Hydroxybutric Acid)	Any amount	First Offense: Not more than 20 yrs. If death or serious injury, not less than 20 years, or more than life. Fine $1 million if an individual, $5 million if not an individual. Second Offense: Not more than 30 yrs. If death or serious injury, life imprisonment. $2 million if an individual, $10 million if not an individual.		
Other Schedule III drugs	Any amount	First Offense: Not more than 10 yrs. If death or serious injury, not more than 15 yrs. Fine not more than $500,000 if an individual, $2.5 million if not an individual. Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than $1.5 million if an individual, $5 million if not an individual.		
All other Schedule IV drugs	Any amount	First Offense: Not more than 5 years. Fine not more than $250,000 if an individual, $1 million if not an individual.		
Flunitrazepam (Schedule IV)	Less than 1 gm	Second Offense: Not more than 10 yrs. Fine not more than $500,000 if an individual, $2 million if not an individual.		
All Schedule V drugs	Any amount	First Offense: Not more than 1 yr. Fine not more than $100,000 if an individual, $250,000 if not an individual. Second Offense: Not more than 4 yrs. Fine not more than $200,000 if an individual, $500,000 if not an individual.		

CALIFORNIA STATE PENALTIES

Drinking:
647. Every person who commits any of the following acts is guilty of disorderly conduct, a misdemeanor:
(f) who is found in any public place under the influence of intoxicating liquor, any drug, controlled substance, toluene, or any combination of any intoxicating liquor, drug, controlled substance, or toluene, in a condition that he or she is unable to exercise care for his or her own safety or the safety of others, or by reason of his or her being under the influence of intoxicating liquor, any drug, controlled substance, toluene, or any combination of any intoxicating liquor, drug, or toluene, interferes with or obstructs or prevents the free use of any street, sidewalk, or other public way.

In addition to the federal laws, the state of California has its own laws dealing with controlled substances.

- Alcohol under age consumption and/or possession -misdemeanor-driving privileges suspended for one year and $125 license reissue fee.
- Open container in motor vehicle -misdemeanor-fine $390 driving under the influence -misdemeanor-48 hours to 6 months' jail time, $390-$1000 fine and $125 license reissue fee.
- Marijuana amount possessed will determine the penalty -6 months (min)-10 years (max)-plus fine all other narcotics felony -amount possessed will determine the penalty -2 years (min)-10 years (max)-plus fine * information is given for first offense only.

- Repeat offenses carry progressively greater sanctions.
- Trafficking (selling) any of the above drugs, excluding alcohol, are allfelonies.
- Amount and type of drug possessed for sale will determine penalty.
- The above information is presented as guidelines for educational purposes but is not binding. Actual penalties and d sanctions imposed will be determined by the facts relating to each individual.

California Drug Possession Laws Overview

Below you will find key provisions of California's drug possession laws.
Statutes California Health and Safety Code Division 10, Chapter 6, Sections 11350-11651Sections 11350-11651 et. seq. (Uniform Controlled Substances Act)
Penalties: Possession of Controlled Substances, Not Marijuana
After Prop 47, following crimes are punished as misdemeanors only, with penalties including up to one year in the county jail, *not state prison:*
Schedule I opiates, opium derivatives, cocaine base, mescaline, peyote, or synthetic cannabis (including their isomers, esters, ethers, salts, and salts of isomers, esters, and ethers)
Schedule II narcotics or opiates Schedule III
hallucinogens, and Schedule III, IV or V
Possession of Marijuana
Possession ***of more than 28.5 grams of marijuana***, other than concentrated cannabis, is punishable by incarceration of up to 6 months, a fine of not more than $500, or both
Possession of ***not more than 28.5 grams of marijuana***, legal for those 21 and over, an infraction for those 18 and under (mandatory drug education course and community service)
Possession of Concentrated Cannabis
Possession of up to 8 grams of concentrated cannabis is legal, over 8 grams is punishable by incarceration of up to 1 year, a fine of up to $500, or both.

TEXAS STATE PENALTIES

Manufacture or Delivery of Controlled Substances (Drugs)

- Minimum Punishment: Confinement in jail for a term of not more than 2 yrs. or less than 180 days, and a fine not to exceed $10,000
- Maximum Punishment: Confinement in TDC for life or for a term of not more than 99 years nor less than 15 years, and a fine not to exceed $250,000

Possession of Controlled Substances (Drugs)

- Minimum Punishment: Confinement in jail for a term of not more than 180 days, a fine not to exceed $2,000 or both
- Maximum Punishment: Confinement in TDC for life or for a term of not more than 99 years nor less than 10 years, and a fine not to exceed $250,000

Delivery of Marijuana

- Minimum Punishment: Confinement in jail for a term of not more than 180 days, a fine not to exceed $2,000 or both
- Maximum Punishment: Confinement in TDC for life or for a term of not more than 99 years nor less than 10 years, and a fine not to exceed $100,000

Possession of Marijuana

- Minimum Punishment: Confinement in jail for a term of not more than 180 days, a fine not to exceed $2,000 or both
- Maximum Punishment: Confinement in TDC for life or for a term of not more than 99 years nor less than 5 years, and a fine not to exceed $50,000

Driving While Intoxicated (Includes Intoxication from Alcohol, Drugs, or Both)

- Minimum Punishment: Confinement in jail for a term of not more than 180 days nor less than 72 hours, and a fine of not more than $2,000
- Maximum Punishment: Imprisonment for a term of not more than 20 years nor less than 2 years, and a fine not to exceed $10,000

Public Intoxication - Class C Misdemeanor

- Maximum Punishment: A fine not to exceed $500

Purchase of Alcohol by a Minor

- Minimum Punishment: Afine of not less than $25 nor more than $200
- Maximum Punishment: For subsequent offense, a fine of not less than $200 nor more than $1,000

Consumption or Possession of Alcohol by aMinor

- Minimum Punishment: A fine of not less than $25 nor more than $200
- Maximum Punishment: For subsequent offense, a fine of not less than $500 nor more than $1,000

Providing Alcohol to a Minor - Class A Misdemeanor

- Punishment: A fine not to exceed $4000 or confinement in jail for a term not to exceed one year or both

Penalties Under State and Federal Law: Conduct Related to Drug and Alcohol Offenses

TEXAS STATE PENALTIES

Criminal:

- A Class C misdemeanor is punishable by a fine not to exceed $500.
- A Class B misdemeanor is punishable by a fine not to exceed $2000; confinement in jail for a term not to exceed 180 days; or both fine and confinement.
- A Class A misdemeanor is punishable by a fine not to exceed $4000; confinement in jail for a term not to exceed one year; or both fine and confinement.
- A state jail felony is punishable by confinement in a state jail for any term of not more than 180 days to 2 years and by a fine not to exceed $10,000.
- A 3rd degree felony is punishable by imprisonment for any term of not more than 2-10 years and a fine not to exceed $10,000.
- A 2nd degree felony is punishable by imprisonment for any term of not more than 2-20 and a fine not to exceed $10,000.
- A 1st degree felony is punishable by imprisonment for life or for any term of not more than 5-99 years and a fine not to exceed $10,000.

Offenses

Offense of manufacture or delivery of controlled substances

These offenses are set out in Sections 481.112, 481.1121, 481.113, and 481.114, Texas Health and Safety Code, which vary the offense and punishment based upon two factors: the type of drug (which schedule it is listed under) and the

quantity of the drug involved in the offense. Section 481.032, Texas Health and Safety Code, contains long lists of drugs that are in schedules 1, 1-A, 2, 3, 4, and 5. Additional controlled substances are added to these schedules each year.

Section 481.112, Texas Health and Safety Code, deals with Penalty Group 1 drug offenses: less than 1 gram is a state jail felony; more than 1 gram and less than 4 grams is a 2nd degree felony; more than 4 grams and less than 200 grams is a 1st degree felony; more than 200 grams and less than 400 grams is life imprisonment or a term of 10 to 99 years and up to a $100,000 fine; more than 400 grams is life imprisonment or a term of 10 to 99 years and up to a $250,000 fine.

Section 481.1121, Texas Health and Safety Code, deals with Penalty Group 1-A drug offenses: number of abuse units less than 20 is a state jail felony; number of abuse units more than 20 and less than 80 is a 2nd degree felony; number of abuse units more than 80 and less than 4000 is a 1st degree felony; more than 4000 units is life imprisonment or a term of 15 to 99 years and up to a $250,000 fine.

Section 481.113, Texas Health and Safety Code, deals with Penalty Group 2 drug offenses: less than 1 gram is a state jail felony; more than 1 gram and less than 4 grams is a 2nd degree felony; more than 4 grams and less than 400 grams is a 1st degree felony; and more than 400 grams is life imprisonment or a term of 10 to 99 years and up to a $100,000 fine.

Section 481.114, Texas Health and Safety Code, deals with Penalty Group 3 and 4 drug offenses: less than 28 grams is a state jail felony; more than 28 grams and less than 200 grams is a 2nd degree felony; more than 200 grams and less than 400 grams is a 1st degree felony; and more than 400 grams is life imprisonment or a term of 10 to 99 years and up to a $100,000 fine.

Offense of Possession of Controlled Substances

These offenses are set out in Sections 481.115, 481.116, 481.117, and 481.118, Texas Health and Safety Code, which vary the offense and punishment based upon two factors: the type of drug (which schedule it is listed under) and the quantity of the drug involved in the offense. Section 481.032, Texas Health and Safety Code, contains long lists of drugs that are in schedules 1, 1-A, 2, 3, 4, and 5. Additional controlled substances are added to these schedules each year.

These offenses are set out in Sections 481.115, 481.116, 481.117, and 481.118, Texas Health and Safety Code, which vary the offense and punishment based upon two factors: the type of drug (which schedule it is listed under) and the quantity of the drug involved in the offense. Section 481.032, Texas Health and Safety Code, contains long lists of drugs that are in schedules 1, 1-A, 2, 3, 4, and 5. Additional controlled substances are added to these schedules each year.

Section 481.115, Texas Health and Safety Code, deals with Penalty Group 1 drug offenses: less than 1 gram is a state jail felony; more than 1 gram and less than 4 grams is a 3rd degree felony; more than 4 grams and less than 200 grams is a 2nd degree felony; more than 200 grams and less than 400 grams is a 1st degree felony; more than 400 grams is life imprisonment or a term of 10 to 99 years and up to a $100,000 fine.

Section 481.1151, Texas Health and Safety Code, deals with Penalty Group 1-A drug offenses: number of abuse units less than 20 is a state jail felony; number of abuse units more than 20 and less than 80 is a 3rd degree felony; number of abuse units more than 80 and less than 4000 is a 2nd degree felony; more than 4000 units and less than 8000 units is a 1st degree felony; and more than 8000 units is life imprisonment or a term of 15 to 99 years and up to a $250,000 fine.

Section 481.116, Texas Health and Safety Code, deals with Penalty Group 2 drug offenses: less than 1 gram is a state jail felony; more than 1 gram and less than 4 grams is a 3rd degree felony; more than 4 grams and less than 400 grams is a 2nd degree felony; and more than 400 grams is life imprisonment or a term of 5 to 99 years and up to a $50,000 fine.

Section 481.117, Texas Health and Safety Code, deals with Penalty Group 3 drug offenses: less than 28 grams is a Class A misdemeanor; more than 28 grams and less than 200 grams is a 3rd degree felony; more than 200 grams and less than 400 grams is a 2nd degree felony; and more than 400 grams is life imprisonment or a term of 5 to 99 years andup toa $50,000 fine.

Section 481.118, Texas Health and Safety Code, deals with Penalty Group 4 drug offenses: less than 28 grams is a Class B misdemeanor; more than 28 grams and less than 200 grams is a 3rd degree felony; more than 200 grams and less than 400 grams is a 2nd degree felony; more than 400 grams is life imprisonment or a term of 5 to 99 years and up to a $50,000 fine.

Offense of Delivery of Marijuana

Section 481.120, Texas Health and Safety Code, deals with delivery of marijuana offenses: less than one quarter ounce is a Class B misdemeanor if delivery is without compensation; less than one quarter ounce is a Class A misdemeanor if delivery is for compensation; more than one quarter ounce and less than five pounds is a state jail felony; more than five pounds and less than 50 pounds is a 2nd degree felony; more than 50 pounds and less than 2000 pounds is a 1st degree felony; and more than 2000 pounds is life imprisonment or a term of 10 to 99 years and a fine not to exceed $100,000.

Offense of Possession of Marijuana

Section 481.121, Texas Health and Safety Code, deals with possession of marijuana offenses: less than 2 oz. is a Class B misdemeanor; more than 2 oz. and less than 4 oz. is a Class A misdemeanor; more than 4 oz. and less than five pounds is a state jail felony; more than five pounds and less than 50 pounds is a 3rd degree felony; more than 50 pounds and less than 2000 pounds is a 2nd degree felony; and more than 2000 pounds is life imprisonment or a term of 5 to 99 years and a fine not to exceed $50,000.

Offense of Delivery of Controlled Substance or Marijuana to Minor

Section 481.122, Texas Health and Safety Code, deals with the offense of the delivery of a controlled substance or marijuana to a minor (17 years of age or younger) and provides that the offense is a 2nd degree felony punishable by imprisonment for a term of not more than 20 years or less than 2 years and a fine not to exceed $10,000.

Offense of Driving while Intoxicated (drugs or alcohol)

Sections 49.04, 49.09, Texas Penal Code, provide that the offense of driving while intoxicated is punishable as a Class B misdemeanor with a minimum term of confinement of 72 hours unless the driver had an open container of alcohol in his possession in which case the offense is a Class B misdemeanor with a minimum term of confinement of six days in jail. One prior conviction enhances the punishment to a Class A misdemeanor with a minimum term of confinement of 30 days; two prior convictions enhances the punishment to a 3rd degree felony.

Offense of Consumption or Possession of Alcohol in Motor Vehicle

Section 49.03, Texas Penal Code, provides that the penalty for the offense of consumption of an alcoholic beverage while operating a motor vehicle in a public place is a Class C misdemeanor.

Offense of Public Intoxication

Section 49.02, Texas Penal Code, provides that the offense of public intoxication wherein a person appears in a public place while intoxicated to the degree that the person may endanger himself or another person is punishable as a Class C

misdemeanor, unless the person is younger than 21 years old, wherein Sections 106.071 and 106.115, Texas Alcoholic Beverage Code apply and provide for a Class C misdemeanor punishment and attendance at an alcohol awareness program, and where the offender has been previously convicted twice for an alcohol-related offense by a minor, the punishment is a fine of not less than $250 or more than $2000; confinement in jail for a term not to exceed 180 days; or both the fine and confinement; community service of 8 to 40 hours; suspension of Texas Driver's License or permit for 30 to 180 days and attendance at an alcohol awareness program.

Offense of Purchase of Alcohol by a Minor

Sections 106.02, 106.071,and 106.115, Texas Alcoholic Beverage Code, provide that the offense of the purchase of alcohol by a minor is punishable as a Class C misdemeanor and attendance at an alcohol awareness program, and when the person has been previously convicted twice for an alcohol-related offense by a minor, the punishment is a fine of not less than $250 or more than $2000; confinement in jail for a term not to exceed 180 days; or both the fine and confinement; community service of 8 to 40 hours; suspension of Texas Driver's License or permit for 30 to 180 days and attendance at an alcohol awareness program.

Offense of Consumption of Alcohol by Minor

Sections 106.04, 106.071, and 106.115, Texas Alcoholic Beverage Code, provide that the offense of consumption of alcohol by a minor is punishable as a Class C misdemeanor and attendance at an alcohol awareness program, and where the person has been previously convicted twice for an alcohol-related offense by a minor, the punishment is a fine of not less than $250 or more than $2000; confinement in jail for a term not to exceed 180 days; or both the fine and confinement; community service of 8 to 40 hours; suspension of Texas Driver's License or permit for 30 to 180 days and attendance at an alcohol awareness program.

Offense of Possession of Alcohol by Minor

Sections 106.05, 106.071, and 106.115, Texas Alcoholic Beverage Code, provide that the possession of alcohol by a minor is punishable as a Class C misdemeanor and attendance at an alcohol awareness program, and where the person has been previously convicted twice for an alcohol-related offense by a minor, the punishment is a fine of not less than $250 or more than $2000; confinement in jail for a term not to exceed 180 days; or both the fine and confinement; community service of 8 to 40 hours; suspension of Texas Driver's License or permit for 30 to 180 days and attendance at an alcohol awareness program.

Offense of Sale of Alcohol to a Minor

Section 106.03, Texas Alcoholic Beverage Code, provides that the penalty for selling alcohol to a minor is a Class A misdemeanor.

Offense of Purchase of Alcohol for a Minor or Furnishing Alcohol to a Minor

Section 106.06, Texas Alcoholic Beverage Code, provides that the penalty for purchasing alcohol for a minor or giving or making available an alcoholic beverage to a minor is a Class B misdemeanor.

Offense of Misrepresentation of Age by a Minor to Person Selling or Serving Alcoholic Beverages

Sections 106.07, 106.071, and 106.115, Texas Alcoholic Beverage Code, provide that the penalty for misrepresentation of age by a minor to a person selling or serving alcoholic beverages is punishable as a Class C misdemeanor and attendance at an alcohol awareness program, and where the offender is a minor previously convicted twice for alcohol-related offenses, a fine of not less than $250 or more than $2000; confinement in jail for a term not to exceed 180 days; or both fine and imprisonment; community service of 8 to 40 hours; suspension of Texas Driver's License

for 30 to 180 days and attendance

BIENNIAL REVIEW

The Biennial Review includes a review of the policy, distribution of information, annual notification, goals, and surveys measuring effectiveness of the policy and programs and identified improvements. CET will also conduct reviews of alcohol violations, controlled substances violations, and related fatalities reported to the Center Director, Associate Center Director, Regional Director or Supervisor and CET's Human Resources Department that occurred on CET property or at CET activities as well as the number and type of sanctions imposed by CET required by Section 485(f)(6) of the Higher Education Opportunity Act.

Students and staff will review campus security procedures and practices on a biannual basis.

OMNIGO 360 STAY SAFE TRAINING

Omnigo's 360 Stay Safe Building Community helps CET stay compliant by offering custom training programs to fulfill mandated policies and regulations. The engaging and informative online public safety and awareness training videos help students and employees learn how to recognize the signs of abusive or dangerous behavior, provides safe and healthy options for intervening, and encourages risk reduction strategies.

This prevention program is also intended to stop Sexual Misconduct, Dating or Domestic Violence, or Stalking before they occur through the promotion of positive and healthy behaviors that foster mutually respectful relationships and sexuality, and seek to change behavior and social norms in healthy and safe directions. However, when sexual misconduct occurs, the training encourages someone to seek assistance. In addition, the topic of dangerous behavior includes alcohol and drug abuse which can impact an individual and their love ones, and the campus community. For this reason, alcohol and drug awareness is also included in the series of trainings.

The series of trainings include:

- Alcohol and Drug Awareness
- Bystander Intervention
- Common Sense Defense
- Employee Harassment Training
- Employee Training VAWA
- Everyday Safety
- Forming Healthy Relationships
- Protecting your Possessions and Identity
- Racial Discrimination and Classism
- Religious Discrimination
- Safe Travel
- Sexual Assault
- Sexual Orientation and Gender Identity Discrimination
- Stalking
- Student Training VAWA

DEFINITIONS FOR CLERY ACT CRIMES

Determination on whether or not CET will include incidents/crimes in the Annual Security Report and Campus Safety and Security Survey is based upon the following type of incidents, crimes, arrests, disciplinary actions and campus:

- **Murder/Non-Negligent Manslaughter -** The willful (non-negligent) killing of one human being by another.
- **Manslaughter by Negligence** - The killing of another person through gross negligence.
- **Hate Crime:** A hate crime is a traditional offense like murder, arson, or vandalism with an added element of bias. For the purposes of collecting statistics, the FBI has defined a hate crime as a "criminal offense against a person or property motivated in whole or in part by an offender's bias against a race, religion, disability, sexual orientation, ethnicity, gender, or gender identity." Hate itself is not a crime— and the FBI is mindful of protecting freedom of speech and other civil liberties. Hate crimes must also be reported under the categories of: On-campus, non-campus building or property, and public property.
- **Rape:** 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, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of their temporary or permanent mental or physical incapacity (or because of their youth). without the consent of the victim.
- **Acquaintance Rape:** A form of Sexual Misconduct committed by an individual known to the victim. This includes a person the victim may have just met or; i.e., at a party, introduced through a friend, or a social networking website.
- **Fondling:** the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental incapacity.
- I**ncest**: 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.
- **Domestic Violence:** violence committed by a person who is or has been in a social relationship or a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined by the victim, with consideration of the length of the relationship, the type of the relationship and the frequency of interaction between the persons involved in the relationship.
- **Dating Violence:** The term "dating violence" is defined as violence committed by a person Who is or

  has been in a social relationship of a romantic or intimate nature with the victim;

  The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. This may include someone the victim just met, i.e., at a party, introduced through a friend, or on a social networking website.

  Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. It could also be intentionally or recklessly causing or attempting to cause bodily injury or placing another person in reasonable apprehension of imminent serious bodily injury to themselves or others.

  Dating violence does not include acts covered under the definition of domestic violence.

- **Stalking:** a pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear of his or her safety or the safety of others.

  Course of conduct is defined as--

  - Two or more acts including, but not limited to, acts which the stalker directly, indirectly, or through

third parties, by any action, method, device, or is defined as follows, monitors, observes, surveils (keeps a person under surveillance); threatens, or communicates to or about a person, or interferes with a person's property;

- Substantial emotional distress is defined as significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling; and
- "Reasonable Person" is defined as a reasonable person under similar circumstances and with similar identities to the victim.
- Protected Status includes Age, Disability, Gender, Genetic Information, Gender Identity or Expression, Nationality, Marital Status, Race or Ethnicity, Religion, Sexual Orientation, and Veteran or Military Status.

- **Stalking:** a pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear of his or her safety or the safety of others.

Course of conduct is defined as--

- Two or more acts including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or is defined as follows, monitors, observes, surveils (keeps a person under surveillance); threatens, or communicates to or about a person, or interferes with a person's property;
- Substantial emotional distress is defined as significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling; and
- "Reasonable Person" is defined as a reasonable person under similar circumstances and with similar identities to the victim.
- Protected Status includes Age, Disability, Gender, Genetic Information, Gender Identity or Expression, Nationality, Marital Status, Race or Ethnicity, Religion, Sexual Orientation, and Veteran or Military Status.

- **Arrests: Weapons**:
  The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Included in this classification: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the above.

- **Disciplinary Referrals:** Weapons

- **Arrests: Drug Abuse**: Violations
  The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

  The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (demerol, methadone); and dangerous non-narcotic drugs (barbiturates, benzedrine).

- **Disciplinary Referrals: Drug Abuse Violations -** CET is committed to providing information and referrals for students who may need assistance. Drug dependency is a treatable condition; students are encouraged to seek support from CET staff or they can seek resources from the websites listed in the Self-Help sections.

- **Liquor Law Violations**
  Are defined as the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.
  Included in this classification are:

The manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor.	Maintaining unlawful drinking places.
Furnishing liquor to a minor or intemperate person.	Bootlegging.
Using a vehicle for illegal transportation of liquor.	Operating a still.
Drinking on a train or public conveyance.	Underage possession.

- **Disciplinary Referrals: Liquor Law Violations** - CET is committed to providing information and referrals for students who may need assistance. Alcohol dependency is a treatable condition; students are encouraged to seek support from CET staff or they can seek resources from the websites listed in the Self-Help sections.

2024 CAMPUS SAFETY AND SECURITY SURVEYS

CENTER FOR EMPLOYMENT TRAINING
CET – Coachella

2024 CAMPUS SAFETY and SECURITY SURVEY SUMMARY

Report Distribution Date: October 1, 2025

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Summary of Occurrences REPORTED within the 2022, 2023 and 2024 Calendar Years

Category of Crimes Reported	2022	2023	2024	Location: C=Campus N=Non-Campus P=Public Area	*Hate Crime?
I. Criminal Offenses:					
a. Murder/Non-negligent manslaughter	0	0	0		
b. Negligent manslaughter	0	0	0		
Sex Offenses-Forcible and Non-Forcible (Sexual Assault)					
c. Rape	0	0	0		
d. Fondling	0	0	0		
e. Incest	0	0	0		
f. Statutory rape	0	0	0		
g. Robbery	0	0	0		
h. Aggravated assault	0	0	0		
i. Burglary	0	0	0		
j. Motor vehicle theft (Not theft *from* a vehicle)	0	1	0	C	No
k. Arson	0	0	0		
II. Hate Crimes: As listed under 34.CFR 668.46 (c)(1)(i)					
a. Simple Assault	0	0	0		
b. Larceny-theft	0	0	0		
c. Intimidation	0	0	0		
d. Destruction/damage/vandalism of property	0	0	0		
III. Violence Against Women Act (VAWA) eff. 10/1/2015					
a. Domestic violence	0	0	0		
b. Dating violence	0	0	0		
c. Stalking	0	0	0		
IV. Arrests and Referrals for Disciplinary Action including:					
a. Arrests for liquor law violations, drug abuse violations and illegal weapons carrying, possession, etc.	0	0	1	P	
b. Persons not included in 34 CFR 668.46 (c)(1)(ii)(A) who were referred to campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.	0	0	0		
V. Unfounded Crimes	0	0	0		

***Crimes that show evidence of prejudice based on race, religion, sexual orientation, gender, ethnicity or disability as prescribed by the Hate Crimes Statistical Act.**

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CENTER FOR EMPLOYMENT TRAINING
CET - Colton

2024 CAMPUS SAFETY and SECURITY SURVEY SUMMARY

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Category of Crimes Reported	2022	2023	2024	Location: C=Campus N=Non-Campus P=Public Area	*Hate Crime?
I. Criminal Offenses:					
a. Murder/Non-negligent manslaughter	0	0	0		
b. Negligent manslaughter	0	0	0		
Sex Offenses-Forcible and Non-Forcible (Sexual Assault)					
c. Rape	0	0	0		
d. Fondling	0	0	0		
e. Incest	0	0	0		
f. Statutory rape	0	0	0		
g. Robbery	**0**	1	0	P	No
h. Aggravated assault	0	0	0		
i. Burglary	0	0	0		
j. Motor vehicle theft (Not theft *from* a vehicle)	**0**	0	0		
k. Arson	0	0	0		
II. Hate Crimes: As listed under 34.CFR 668.46 (c)(1)(i)					
a. Simple Assault	0	0	0		
b. Larceny-theft	0	0	0		
c. Intimidation	0	0	0		
d. Destruction/damage/vandalism of property	0	0	0		
III. Violence Against Women Act (VAWA) eff. 10/1/2015					
a. Domestic violence	0	0	0		
b. Dating violence	0	0	0		
c. Stalking	0	0	0		
IV. Arrests and Referrals for Disciplinary Action including:					
a. Arrests for liquor law violations, drug abuse violations and illegal weapons carrying, possession, etc.	**0**	0	0		
b. Persons not included in 34 CFR 668.46 (c)(1)(ii)(A) who were referred to campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.	0	0	0		
V. Unfounded Crimes	0	0	0		

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CENTER FOR EMPLOYMENT TRAINING
CET – El Centro

2024 CAMPUS SAFETY and SECURITY SURVEY SUMMARY

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Summary of Occurrences REPORTED within the 2022, 2023 and 2024 Calendar Years

Category of Crimes Reported	2022	2023	2024	Location: C=Campus N=Non-Campus P=Public Area	*Hate Crime?
I. Criminal Offenses:					
a. Murder/Non-negligent manslaughter	0	0	0		
b. Negligent manslaughter	0	0	0		
Sex Offenses-Forcible and Non-Forcible (Sexual Assault)					
c. Rape	0	0	0		
d. Fondling	0	0	0		
e. Incest	0	0	0		
f. Statutory rape	0	0	0		
g. Robbery	0	0	0		
h. Aggravated assault	0	0	0		
i. Burglary	3	**0**	0	**C, C, C**	**No, No, No**
j. Motor vehicle theft (Not theft *from* a vehicle)	0	0	0		
k. Arson	0	0	0		
II. Hate Crimes: As listed under 34.CFR 668.46 (c)(1)(i)					
a. Simple Assault	0	0	0		
b. Larceny-theft	0	0	0		
c. Intimidation	0	0	0		
d. Destruction/damage/vandalism of property	0	0	0		
III. Violence Against Women Act (VAWA) eff. 10/1/2015					
a. Domestic violence	0	0	0		
b. Dating violence	0	0	0		
c. Stalking	0	0	0		
IV. Arrests and Referrals for Disciplinary Action including:					
a. Arrests for liquor law violations, drug abuse violations and illegal weapons carrying, possession, etc.	0	0	0		
b. Persons not included in 34 CFR 668.46 (c)(1)(ii)(A) who were referred to campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.	0	0	0		
V. Unfounded Crimes	0	0	0		

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CENTER FOR EMPLOYMENT TRAINING
CET – El Paso

2024 CAMPUS SAFETY and SECURITY SURVEY SUMMARY

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Category of Crimes Reported	2022	2023	2024	Location: C=Campus N=Non-Campus P=Public Area	*Hate Crime?
I. Criminal Offenses:					
a. Murder/Non-negligent manslaughter	0	0	0		
b. Negligent manslaughter	0	0	0		
Sex Offenses-Forcible and Non-Forcible (Sexual Assault)					
c. Rape	0	0	0		
d. Fondling	0	0	0		
e. Incest	0	0	0		
f. Statutory rape	0	0	0		
g. Robbery	0	0	0		
h. Aggravated assault	0	0	0		
i. Burglary	0	0	0		
j. Motor vehicle theft (Not theft *from* a vehicle)	0	0	0		
k. Arson	0	0	0		
II. Hate Crimes: As listed under 34.CFR 668.46 (c)(1)(i)					
a. Simple Assault	0	0	0		
b. Larceny-theft	0	0	0		
c. Intimidation	0	0	0		
d. Destruction/damage/vandalism of property	0	0	0		
III. Violence Against Women Act (VAWA) eff. 10/1/2015					
a. Domestic violence	0	0	0		
b. Dating violence	0	0	0		
c. Stalking	0	0	0		
IV. Arrests and Referrals for Disciplinary Action including:					
a. Arrests for liquor law violations, drug abuse violations and illegal weapons carrying, possession, etc.	0	0	0		
b. Persons not included in 34 CFR 668.46 (c)(1)(ii)(A) who were referred to campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.	0	0	0		
V. Unfounded Crimes	0	0	0		

***Crimes that show evidence of prejudice based on race, religion, sexual orientation, gender, ethnicity or disability as prescribed by the Hate Crimes Statistical Act.**

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CENTER FOR EMPLOYMENT TRAINING
CET – Oxnard

2024 CAMPUS SAFETY and SECURITY SURVEY SUMMARY

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Summary of Occurrences REPORTED within the 2022, 2023 and 2024 Calendar Years

Category of Crimes Reported	2022	2023	2024	Campus: C=Campus N=Non-Campus P=Public Area	*Hate Crime?
I. Criminal Offenses:					
a. Murder/Non-negligent manslaughter	0	0	0		
b. Negligent manslaughter	0	0	0		
Sex Offenses-Forcible and Non-Forcible (Sexual Assault)					
c. Rape	0	0	0		
d. Fondling	0	0	0		
e. Incest	0	0	0		
f. Statutory rape	0	0	0		
g. Robbery	0	0	0		
h. Aggravated assault	0	0	0		
i. Burglary	0	0	0		
j. Motor vehicle theft (Not theft *from* a vehicle)	1	0	0	C	No
k. Arson	0	0	0		
II. Hate Crimes: As listed under 34.CFR 668.46 (c)(1)(i)					
a. Simple Assault	0	0	0		
b. Larceny-theft	0	0	0		
c. Intimidation	0	0	0		
d. Destruction/damage/vandalism of property	0	0	0		
III. Violence Against Women Act (VAWA) eff. 10/1/2015					
a. Domestic violence	0	0	0		
b. Dating violence	0	0	0		
c. Stalking	0	0	0		
IV. Arrests and Referrals for Disciplinary Action including:					
a. Arrests for liquor law violations, drug abuse violations and illegal weapons carrying, possession, etc.	0	1	0	P	
b. Persons not included in 34 CFR 668.46 (c)(1)(ii)(A) who were referred to campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.	0	0	0		
V. Unfounded Crimes	0	0	0		

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CENTER FOR EMPLOYMENT TRAINING
CET – Salinas

2024 CAMPUS SAFETY and SECURITY SURVEY SUMMARY

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Category of Crimes Reported	2022	2023	2024	Location: C=Campus N=Non-Campus P=Public Area	*Hate Crime?
I. Criminal Offenses:					
a. Murder/Non-negligent manslaughter	0	0	0		
b. Negligent manslaughter	0	0	0		
Sex Offenses-Forcible and Non-Forcible (Sexual Assault)					
c. Rape	0	0	0		
d. Fondling	0	0	0		
e. Incest	0	0	0		
f. Statutory rape	0	0	0		
g. Robbery	0	0	0		
h. Aggravated assault	0	0	0		
i. Burglary	0	0	0		
j. Motor vehicle theft (Not theft *from* a vehicle)	0	0	0		
k. Arson	0	0	0		
II. Hate Crimes: As listed under 34.CFR 668.46 (c)(1)(i)					
a. Simple Assault	0	0	0		
b. Larceny-theft	0	0	0		
c. Intimidation	0	0	0		
d. Destruction/damage/vandalism of property	0	0	0		
III. Violence Against Women Act (VAWA) eff. 10/1/2015					
a. Domestic violence	0	0	0		
b. Dating violence	0	0	0		
c. Stalking	0	0	0		
IV. Arrests and Referrals for Disciplinary Action including:					
a. Arrests for liquor law violations, drug abuse violations and illegal weapons carrying, possession, etc.	0	0	0		
b. Persons not included in 34 CFR 668.46 (c)(1)(ii)(A) who were referred to campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.	0	0	0		
V. Unfounded Crimes	0	0	0		

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CENTER FOR EMPLOYMENT TRAINING
CET – San Diego

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I. Criminal Offenses:					
a. Murder/Non-negligent manslaughter	0	0	0		
b. Negligent manslaughter	0	0	0		
Sex Offenses-Forcible and Non-Forcible (Sexual Assault)					
c. Rape	0	0	0		
d. Fondling	0	0	0		
e. Incest	0	0	0		
f. Statutory rape	0	0	0		
g. Robbery	0	0	0		
h. Aggravated assault	1	0	0	P	No
i. Burglary	0	0	0		
j. Motor vehicle theft (Not theft *from* a vehicle)	4	0	0	P,P,P,P	No
k. Arson	0	0	0		
II. Hate Crimes: As listed under 34.CFR 668.46 (c)(1)(i)					
a. Simple Assault	0	0	0		
b. Larceny-theft	0	0	0		
c. Intimidation	0	0	0		
d. Destruction/damage/vandalism of property	0	0	0		
III. Violence Against Women Act (VAWA) eff. 10/1/2015					
a. Domestic violence	0	0	0		
b. Dating violence	0	0	0		
c. Stalking	0	0	0		
IV. Arrests and Referrals for Disciplinary Action including:					
a. Arrests for liquor law violations, drug abuse violations and illegal weapons carrying, possession, etc.	0	0	0		
b. Persons not included in 34 CFR 668.46 (c)(1)(ii)(A) who were referred to campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.	0	0	0		
V. Unfounded Crimes		0	0		

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CENTER FOR EMPLOYMENT TRAINING
CET – San Jose

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I. Criminal Offenses:					
a. Murder/Non-negligent manslaughter	0	0	0		
b. Negligent manslaughter	0	0	0		
Sex Offenses-Forcible and Non-Forcible (Sexual Assault)					
c. Rape	0	0	0		
d. Fondling	0	0	0		
e. Incest	0	0	0		
f. Statutory rape	0	0	0		
g. Robbery	0	0	1	P	No
h. Aggravated assault	0	0	2	P,P	No, No
i. Burglary	0	0	1	P	No
j. Motor vehicle theft (Not theft *from* a vehicle)	0	4	1	P,P,P,P,P	N,N,N,N,N
k. Arson	0	0	0		
II. Hate Crimes: As listed under 34.CFR 668.46 (c)(1)(i)					
a. Simple Assault	0	0	0		
b. Larceny-theft	0	0	0		
c. Intimidation	0	0	0		
d. Destruction/damage/vandalism of property	0	0	0		
III. Violence Against Women Act (VAWA) eff. 10/1/2015					
a. Domestic violence	0	2	2	P, P, P, P	
b. Dating violence	0	0	0		
c. Stalking	0	0	0		
IV. Arrests and Referrals for Disciplinary Action including:					
a. Arrests for liquor law violations, drug abuse violations and illegal weapons carrying, possession, etc.	0	0	0		
b. Persons not included in 34 CFR 668.46 (c)(1)(ii)(A) who were referred to campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.	0	0	0		
V. Unfounded Crimes	0	0	0		

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CENTER FOR EMPLOYMENT TRAINING
CET – Santa Maria

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Category of Crimes Reported	2022	2023	2024	Location: C=Campus N=Non-Campus P=Public Area	*Hate Crime?
I. Criminal Offenses:					
a. Murder/Non-negligent manslaughter	0	0	0		
b. Negligent manslaughter	0	0	0		
Sex Offenses-Forcible and Non-Forcible (Sexual Assault)					
c. Rape	0	0	0		
d. Fondling	0	0	0		
e. Incest	0	0	0		
f. Statutory rape	0	0	0		
g. Robbery	0	0	0		
h. Aggravated assault	0	0	0		
i. Burglary	0	0	0		
j. Motor vehicle theft (Not theft *from* a vehicle)	0	0	0		
k. Arson	0	0	0		
II. Hate Crimes: As listed under 34.CFR 668.46 (c)(1)(i)					
a. Simple Assault	0	0	0		
b. Larceny-theft	0	0	0		
c. Intimidation	0	0	0		
d. Destruction/damage/vandalism of property	0	0	0		
III. Violence Against Women Act (VAWA) eff. 10/1/2015					
a. Domestic violence	0	1	0	P	
b. Dating violence	0	0	0		
c. Stalking	0	0	0		
IV. Arrests and Referrals for Disciplinary Action including:					
a. Arrests for liquor law violations, drug abuse violations and illegal weapons carrying, possession, etc.	0	0	0		
b. Persons not included in 34 CFR 668.46 (c)(1)(ii)(A) who were referred to campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.	0	0	0		
V. Unfounded Crimes		0	0		

***Crimes that show evidence of prejudice based on race, religion, sexual orientation, gender, ethnicity or disability as prescribed by the Hate Crimes Statistical Act.**

You may obtain a copy of the full version of this summary in the *Annual Security Report and Campus Safety and Security Survey*, which also includes institutional policies concerning campus security, such as policies concerning sexual assault and other matters by contacting your Admissions Advisor or by accessing the electronic copy at: www.cetweb.edu, click on *Consumer Information* at the bottom of the page, then click on *Annual Security Report and Campus Safety and Security Survey.*

CENTER FOR EMPLOYMENT TRAINING
CET – Soledad

2024 CAMPUS SAFETY and SECURITY SURVEY SUMMARY

Report Distribution Date: October 1, 2025

The Campus Security Act (Public Law 102-26) requires postsecondary institutions to disclose the number of instances in which certain specific types of crimes have occurred in any building or on any property owned or controlled by CET which is used for activities related to the educational purpose of CET. In compliance with that law, the following reflects CET's crime statistics for the period between 01/01/2024 and 12/31/2024

PLEASE NOTE THAT CET DOES NOT HAVE ON CAMPUS HOUSING, AND THAT THERE ARE NO POLICE RECORDS THAT PERTAIN DIRECTLY TO THE PROPERTY USED BY CET, THEREFORE THE STATISTICS BELOW REPORT ONLY THOSE INCIDENTS REPORTED TO THE CET ADMINISTRATION.

Summary of Occurrences REPORTED within the 2022, 2023 and 2024 Calendar Years

Category of Crimes Reported	2022	2023	2024	Location: C=Campus N=Non-Campus P=Public Area	*Hate Crime?
I. Criminal Offenses:					
a. Murder/Non-negligent manslaughter	0	0	0		
b. Negligent manslaughter	0	0	0		
Sex Offenses-Forcible and Non-Forcible (Sexual Assault)					
c. Rape	0	0	0		
d. Fondling	0	0	0		
e. Incest	0	0	0		
f. Statutory rape	0	0	0		
g. Robbery	0	0	0		
h. Aggravated assault	0	0	0		
i. Burglary	0	0	0		
j. Motor vehicle theft (Not theft *from* a vehicle)	0	0	0		
k. Arson	0	0	0		
II. Hate Crimes: As listed under 34.CFR 668.46 (c)(1)(i)					
a. Simple Assault	0	0	0		
b. Larceny-theft	0	0	0		
c. Intimidation	0	0	0		
d. Destruction/damage/vandalism of property	0	0	0		
III. Violence Against Women Act (VAWA) eff. 10/1/2015					
a. Domestic violence	0	0	0		
b. Dating violence	0	0	0		
c. Stalking	0	0	0		
IV. Arrests and Referrals for Disciplinary Action including:					
a. Arrests for liquor law violations, drug abuse violations and illegal weapons carrying, possession, etc.	0	0	0		
b. Persons not included in 34 CFR 668.46 (c)(1)(ii)(A) who were referred to campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.	0	0	0		
V. Unfounded Crimes	0	0	0		

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CENTER FOR EMPLOYMENT TRAINING
CET - Watsonville

2024 CAMPUS SAFETY and SECURITY SURVEY SUMMARY

Report Distribution Date: October 1, 2025

The Campus Security Act (Public Law 102-26) requires postsecondary institutions to disclose the number of instances in which certain specific types of crimes have occurred in any building or on any property owned or controlled by CET, which is used for activities related to the educational purpose of CET. In compliance with that law, the following reflects CET's crime statistics for the period between 01/01/2024 and 12/31/2024.

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c. Rape	0	0	0		
d. Fondling	0	0	0		
e. Incest	0	0	0		
f. Statutory rape	0	0	0		
g. Robbery	0	0	0		
h. Aggravated assault	0	0	0		
i. Burglary	0	0	0		
j. Motor vehicle theft (Not theft *from* a vehicle)	0	0	0		
k. Arson	0	0	0		
II. Hate Crimes: As listed under 34.CFR 668.46 (c)(1)(i)					
a. Simple Assault	0	0	0		
b. Larceny-theft	0	0	0		
c. Intimidation	0	0	0		
d. Destruction/damage/vandalism of property	0	0	0		
III. Violence Against Women Act (VAWA) eff. 10/1/2015					
a. Domestic violence	0	0	0		
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IV. Arrests and Referrals for Disciplinary Action including:					
a. Arrests for liquor law violations, drug abuse violations and illegal weapons carrying, possession, etc.	0	0	0		
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V. Unfounded Crimes	0	0	0		

***Crimes that show evidence of prejudice based on race, religion, sexual orientation, gender, ethnicity or disability as prescribed by the Hate Crimes Statistical Act.**

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