



# **CAMPUS SECURITY REPORT**

**OCTOBER 1, 2025**

## **CAMPUS SECURITY, EVACUATION PLAN, AND CRIME REPORTING POLICY AND STATISTICS – 2023 CALENDAR YEAR**

It is the goal of InterAmerican Technical Institute offer educational training in a secure and crime-free environment. The following policies and procedures have been implemented to ensure a safe environment for students and employees, and to give all personnel standard procedures to follow in the reporting of emergencies and crimes. Prospective students receive this report, which contain information on the availability of the Campus Security, Evacuation Plan, and Crime Report at the time they schedule an on-site visit. The complete policy is distributed to and discussed with new students during student orientation the day before classes begin. Continuing students receive a copy of the policy from the Admission Department at the time admission packaging for the subsequent academic year is completed.

Prospective employees, and current faculty and staff are notified verbally of the availability of the Campus Security Report, given a summary of its contents, and given the opportunity to request a copy or obtain the report online. Summary information is also mailed. New employees receive the complete policy during orientation.

ITI will respond to any actual or perceived emergency with whatever necessary course of action the situation mandates. Any person with information warranting an emergency response must report the circumstances to school officials. Incidents should be communicated immediately to the individual's instructor or supervisor, campus managing director or senior management. In order to ensure a safe environment within ITI, all police incidents and security or safety problems, on campus or immediately adjacent public property, including vehicle accidents, injuries, criminal offenses, and suspicious activity should be reported to the managing director. The individual, for expedience, may directly call 911 to initiate a public safety response. The campus will maintain a crime and incident log for the current 60 days, updated within two days of a reported event. This log is available on inquiry to the managing director of each campus.

Faculty, staff, student and prospective employees and students receive this information annually on or before October 1st. Campus Security and Crime Reporting Policies and Statistics are applicable to the main campus located:

Administrative and training facilities at: 9600 SW 8<sup>th</sup> St #44, Miami, FL 33174

### **CAMPUS SECURITY AUTHORITY**

InterAmerican Technical Institute does not have a campus law enforcement unit. However, the institution does employ campus security personnel.

In addition to campus security personnel, **Ms. Rebeca Rosabal**, the School Director and **Ms. Mirialis Barrios**, The Admission Director, are also designated campus security authorities. In general, students should report education or school-related emergencies or criminal incidents to the School Director or criminal incidents to campus security; ITI has the authority to ask persons for identification and to determine whether individuals have lawful business at InterAmerican Technical Institute. Safety and Security offices do not possess attest power. Criminal incidents are referred to the local police who have jurisdiction on the campus. The Safety and Security Office at InterAmerican Technical Institute maintains a highly professional working relationship with the Miami Dade Police Department. All crime victims and witness are strongly encouraged to immediately report the crime to campus Safety and Security Office and the appropriate police agency. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics,

Employees should report all emergency and criminal occurrences to the School Director. The School Director is responsible for the collection and annual publication of data contained in the Crime Statistics Report. The campus security authorities are responsible for timely response to all reported emergency and criminal actions. The Campus Security Authority will work with local, state and federal law enforcement officials, as necessary, for the safety of the school's students and staff.

## **CONFIDENTIAL REPORTING PROCEDURES**

If you are the victim of a crime and do not want to pursue action within the school or the criminal justice system, you may still want to consider making a confidential report. With your permission, the school director 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 the future safety of yourself and others. With such information, the school can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

### **Policy for Reporting the Annual Dissemination of Annual Campus Security Report**

InterAmerican Technical Institute prepares this report to comply with the US Department of Education requirement of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our web site at [www.sf-institute.com](http://www.sf-institute.com) this report is prepared in cooperation with the local enforcement agencies surrounding our main school and alternative sites. These statistics may also include crimes that have occurred in private residences or business and is not required by law. Each year a notification is made to all enrolled student to provide the access to this report. Faculty and staff receive similar notification with their paycheck. Copies of this report may also be obtained at the Admission Department of the school. ITI informs to students of the availability of the prospective report during the orientation process.

## **FERPA**

Records created and maintained by the campus security authority, for the purpose of law enforcement, are not education records and are not protected from disclosure by FERPA. Information reported to the campus security authority may be classified as protected from non-consensual disclosure under FERPA regulations. However, FERPA does not prohibit the disclosure of statistical, non-personally identifiable information.

## **CAMPUS SECURITY POLICY**

In addition to the campus security personnel employed by InterAmerican Technical Institute, school faculty and staff are to take whatever measures are required to protect themselves employees are encouraged to become aware and responsible for their personal safety and that of others.

## **BUILDING ACCESS**

InterAmerican Technical Institute's administrative offices and training facility at 9600 SW 8<sup>th</sup> St #44, Miami, FL 33174 are accessible to students and staff from 8:00 a.m. to 10:00 p.m.

During business hours, the school will be open to student, parents, employees, contracts, guest and invitees. During non-business hours access to all school facilities is by key, if issued, or by admittance via the School Director. In the case of period of extended closing, the school will admit only those with prior written approval to all facilities.

Individuals who are not students are not permitted on campus unless accompanied by a staff member or a student, with permission from an appropriate school employee.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic have security surveys conducted of them. Administrator from the Dean's office Physical Plant and other concern areas review these results. These surveys examine security issues such as landscaping, locks, alarms, lighting, and communications. Additionally, during the academic year, the School Director, Campus Safety, and Maintenance meet bi-weekly to discuss issues of processing concern.

## **PERSONAL BELONGINGS**

Students and staff should store all personal belongings in a secure location. InterAmerican Technical Institute cannot be held responsible for the theft or loss of belongings while at school.

## **DRUG-FREE WORKPLACE POLICY**

### **STANDARDS OF CONDUCT:**

Federal Laws:

Drug-Free School and Campuses Regulations:

34 CFR 668.14(c) and

Public Contracts/Drug –free Workplace:

41 US Code, Chapter 10

As a condition pf receiving funds or any other financial assistance under any federal program, institution of higher education shall certify that they have developed and implemented an Alcohol % Drug –Free Workplace & Campus Policy.

### **STATE LAWS:**

Florida Statue 561-01: Sale of alcoholic beverages includes any admission charge, sale of cups, tickets, donation, etc.

Florida Statutes 562-.12: The sale of alcoholic beverages without a proper license is unlawful.

### **SCHOOL POLICIES:**

In accordance with InterAmerican Technical Institute policies, appropriate disciplinary action shall be taken regarding any employee or student who violates the school Alcohol & Drug-Free Workplace. Individual may be referred for criminal sanctions in accordance with applicable local, state and federal laws.

### **Prevention, Treatment and Assistance Resources**

Switchboard of Miami, Inc. 701 S.W. 27th. Ave. Suite # 100 Miami, FL. 33135 Phone:305-358-4357	Miami Behavioral Health Center 3850 West Flagler St. Miami, FL. 33134 Phone: 305-774-3300
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### **POLICY STATEMENT:**

It is the purpose of **INTERAMERICAN TECHNICAL INSTITUTE** to help provide a safe and drug-free work environment for our students and our employees. With this goal in mind and because of the serious drug abuse problem in today's workplace, we are establishing the following policy for existing and future students and employees of the school. The goal of this policy is to balance our respect for an individual's right with the need to maintain a safe, productive, and drug environment. The intent of this policy is to send a clear message that illegal drugs and alcohol abuse are incompatible with studying or working at InterAmerican Technical Institute, and to offer a helping hand to those who may need it.

### **INTERAMERICAN TECHNICAL INSTITUTE explicitly prohibits:**

- The use, possession, solicitation for, or sale of narcotics or other illegal drugs, alcohol, or prescription medication without a prescription on InterAmerican Technical Institute premises or within a 200 foot perimeter of the school owned, leased, operated or controlled property.
- Being impaired or under the influence of legal or illegal drugs or alcohol away from the InterAmerican Technical Institute or student premises, if such impairment or influence adversely affects the employee's work performance, the safety of the employee or students, or puts at risk the school 's reputation.
- Possession, use, solicitation for, or sale of legal or illegal drugs or alcohol away from school premises, if such activity or involvement adversely affects the employee's work performance, the safety of the employee or of others, or puts at risk the school's reputation.

- The presence of any detectable amount of prohibited substances in the employee's system while at work, while on the premises of InterAmerican Technical Institute or its students, or while on company business. "Prohibited substances" include illegal drugs, alcohol, or prescription drugs not taken in accordance with a prescription given to the employee.

Violations of this policy by any student or employee of InterAmerican Technical Institute shall constitute grounds for violation and/or treatment for drug/alcohol abuse, for disciplinary action and/or criminal sanction.

**INTERAMERICAN TECHNICAL INSTITUTE** will conduct drug testing under any of the following circumstances:

- **FOR CAUSE TESTING:** **InterAmerican Technical Institute** may ask an employee to submit to a drug test at any time it feels that the employee may be under the influence of drugs or alcohol, including, but not limited to, the following circumstances: evidence of drugs or alcohol on or about the employee's person or in the employee's vicinity, unusual conduct on the employee's part that suggests impairment or influence of drugs or alcohol, negative performance patterns, or excessive and unexplained absenteeism or tardiness.
- **POST-ACCIDENT TESTING:** Any employee involved in an on-the-job accident or injury under circumstances that suggest possible use or influence of drugs or alcohol in the accident or injury event may be asked to submit to a drug and/or alcohol test. "Involved in an on-the-job accident or injury" means not only the one who was injured, but also any employee who potentially contributed to the accident or injury event in any way.

If an employee is tested for drugs or alcohol outside of the employment context and the results indicate a violation of this policy, the employee may be subject to appropriate disciplinary action, up to and possibly including discharge from employment. In such a case, the employee will be given an opportunity to explain the circumstances prior to any final employment action becoming effective.

In compliance with Federal Drug-Free School and Campus Regulations, **InterAmerican Technical Institute** shall provide annual notification to students and employees regarding this Policy and its alcohol and substance abuse awareness, prevention and rehabilitation programs.

Furthermore, The ITI shall conduct biennial reviews of such programs in order to assure their continued conformance with the stated goal and intent of this Policy and the Drug-Free Schools and Campuses Regulations.

#### **Drug Prevention**

Drug prevention seems like a phrase only a school-kid might hear. However, drug prevention applies to everyone. People of all ages -- children, teens, adults and older people -- are all at risk for becoming addicted to one or more substances, whether cocaine or alcohol, heroin or prescription drugs.

The best and most feasible way to put an end to the nation's drug problem is to begin at the source, with drug prevention. If you are already abusing drugs, we urge you to seek help immediately. If you know someone who is at risk for becoming addicted to drugs, you may want to share this drug prevention resource with him or her.

#### **Parents**

Rates of substance use among young people are lower among those whose parents disapprove of substance use than among those whose parents do not disapprove. If you are a parent, make sure you talk with your children about drug prevention before the threat of drugs becomes a reality in your child's life.

## **Family**

if you suspect that a family member might have a problem with drugs or alcohol, talk to him or her. Although drug prevention may not be possible if your family member is already abusing drugs, just by showing your support, you may be able to help the addict seek recovery.

## **Friends**

It can be difficult to initiate a drug prevention conversation with friends. However, it isn't impossible. If your friendship is a new one, discuss your feelings about drugs at the outset, which may serve as drug prevention for a condition you don't even know about. If you suspect a long-time friend might have a problem with drug abuse, find a non-confrontational way of talking to him or her. In the end, he or she will undoubtedly thank you for your drug prevention efforts.

## **Community**

If you suspect someone in your community -- a neighbor, co-worker, church friend, book, writing or playgroup member -- has a problem with drugs, direct intervention and proven drug prevention techniques may not be the best answers. Instead, offer greater community involvement to that person, in the form of invitations, committee work or other enjoyable tasks. The added trust and responsibility may serve as drug prevention, helping prevent further addiction.

If someone you know is at risk for drug abuse, attempt some form of drug prevention or intervention. While your help may not be appreciated initially, the addict may heed your words if you -- or other members of his or her circle -- say them frequently enough. Remember to be non-confrontational and non-aggressive, chose your words carefully and recommend the person seek treatment immediately.

Treatment Referral provides referrals to rehabs that effectively treat alcohol, drug and substance abuse beyond the initial cleansing of the system.

If you suspect that you or a loved one is suffering from substance abuse, please contact Treatment Referral today to find out more about your drug abuse treatment options.

## **ADDITIONAL INFORMATION:**

### **Treatment Monitoring, Sanctions and Consequences**

The Florida Drug Treatment Initiative offers court-supervised treatment to people arrested for or convicted of drug possession or use. Because people enter treatment through the criminal justice system, there is an ever-present threat that a person in treatment under the initiative will face the ultimate consequence for violating the terms of the treatment program — removal from treatment and jail or prison time.

The length of the treatment program required of each offender will be determined by a treatment professional that has evaluated the person's history of substance abuse and has recommended a course of treatment. Studies indicate that three to 12 months' worth of treatment yields the best results, but a person may be required to attend up to 18 months' worth of treatment under the terms of the initiative.

### **How will drug offenders in treatment be monitored?**

At the same time a qualified treatment professional recommends a treatment plan for each individual, he or she must recommend "methods of monitoring the individual's progress while in treatment" [Initiative section (c)]. Typically this will include regular drug testing, progress reports by counselors, and other kinds of evaluations. The judge sentencing the offender may also impose conditions of probation, and may require regular court appearances to check up on the individual.

### **Type of sanctions can be imposed by a judge when an offender slips up in treatment.**

A wide range of sanctions is available to a judge supervising a drug offender in treatment. Typically in court-supervised treatment today, an offender who tests positive for drug use or fails to attend required sessions can have the frequency of drug tests increased, can be required to perform community service or come to court more regularly, or may be transferred to a new, more intensive treatment program, including a residential program. All of these sanctions, and others, will be available to judges supervising drug offenders in treatment after passage of the initiative.

A person can also be transferred to a new treatment program if there are problems in the initial program, including violations of treatment program rules [initiative section (d)]. Often the court will order such a person to complete a more intensive program in response to the violation or violations.

### **Consequence for failure in treatment**

After a judge has tried two or more treatment programs for a drug offender, violations of the program can result in removal from treatment and a jail or prison sentence. The court determines when it is necessary to take such a step. Section (d) of the initiative states: "Any ... individual removed from appropriate treatment who has been convicted of the drug possession offense may be sentenced for the offense.... without regard to this section."

In other words, pre-existing criminal laws of Florida may be used to sentence the person to a term in jail or prison. Depending on the nature of the offense and any prior record, a person facing drug possession charges could be sentenced to up to five years behind bars after failing treatment.

### **When does treatment end if the person does not fail?**

Most people ordered into treatment under the Florida Drug Treatment Initiative will be required to complete between three and 12 months in a program. Treatment ends when the court receives notice that the person has reached "successful completion" of the prescribed course of treatment. At that point, the court will dismiss proceedings against the person and he or she will be released from all obligations imposed by the court.

The unlawful possession, use or sale of alcohol or any illegal drugs is strictly forbidden on school property, in school housing, or at any activity sanctioned by the school, whether on or off site. To assist in the enforcement of drug and underage drinking laws, InterAmerican Technical Institute may notify local and state policing agencies when any such activity occurs. All students and staff receive the Drug and Alcohol Abuse Prevention Policy, and are expected to comply fully. Any student or employee in violation of this Policy may be dismissed from school or employment immediately.

### **WEAPONS**

The unauthorized possession and/or use of any weapon are strictly prohibited on school property and are cause for immediate dismissal. Weapons may include such items as firearms, explosives, unauthorized possession of a knife, etc.

### **CRIME REPORTING PROCEDURES**

It is the policy of InterAmerican Technical Institute that any incident which constitutes a crime under local, state or federal law may be reported to the police at the discretion of the Campus Security Authority. Any activity which would constitute a felony crime MUST be reported to the appropriate law enforcement agency. Such crimes include, but are not limited to: Murder, forcible and non-forcible sex offenses, rape, robbery, aggravated assault, burglary, arson and motor vehicle theft.

In case of an emergency or criminal action, students and staff are authorized to call 911. The appropriate Campus Security Authority should be notified immediately whenever emergency assistance has been summoned.

## **SEX OFFENSES**

Students and employees should immediately report all alleged sex offenses to the appropriate Campus Security Authority. Physical evidence is crucial for the successful prosecution of sex offenders and therefore should be preserved for proof of a criminal offense. Students and employees will be informed of their option to contact the local police. Institute personnel will assist the student or employee in notifying police authorities, if desired.

Victims of sexual offenses will be referred to professional counselors as necessary or desired by the victim. The following off-campus counseling centers are available for professional counseling services:

Switchboard of Miami, Inc.  
701 S.W. 27th. Ave. # 1000  
Miami, FL. 33135  
(305) 358-1640  
Attn: Lisa Romero

Miami Behavior Health Center  
3850 West Flagler Street  
Miami, FL. 33134  
(305) 774-3300

The members of the Campus Security Authority will conduct, either alone or in conjunction with appointees to a disciplinary committee, a hearing for accusations of on campus sex offenses between members of the institution's staff and/or student body.

InterAmerican Technical Institute has established the following procedures for campus disciplinary proceedings: 1.) both the accuser and accused are entitled to have others present during a disciplinary proceeding; 2.) both parties shall be informed of the outcome of any institutional disciplinary proceeding brought alleging a sex offense. The Institute's final determination will be limited to the alleged sex offense and any sanction imposed against the accused.

InterAmerican Technical Institute may impose any of the following sanctions as a result of a disciplinary proceeding regarding rape, acquaintance rape, or other forcible and no forcible sex offenses:

- 1.) Require the accused to provide proof professional counseling is being received.
- 2.) Administratively dismiss the accused student or employee.
- 3.) Suspend the student or employee disciplinary hearing pending the completion of legal proceedings.
- 4.) Dismiss the accuser's accusations as unfounded, if appropriate.

InterAmerican Technical Institute will make every reasonable effort to change a victim's academic and living situation after an alleged sex offense, if requested by the victim.

## **VIOLENCE AGAINST WOMEN ACT**

The Violence Against Women Act (VAWA) is a federal law that was implemented in 1994 in recognition of the severity of the crimes associated with domestic violence, sexual assault, and stalking, as part of the Violent Crime Control and Law Enforcement Act of 1994. VAWA was reauthorized in 2000, 2005, and 2013 to strengthen the law.

The Violence Against Women Act provides protection to women against crimes of sexual violence. The act was amended on several occasions and placed new obligations on colleges and institutions to report and conduct educational programs under its Campus Sexual Violence Act (Campus SaVE Act), which amended the Clery Act.

The 2013 VAWA Reauthorization added a non-discrimination provision that prohibits discrimination on the basis of sex by organizations that receive funding under the Act and allows an exception for "sex segregation or sex-specific programming" when it is deemed to be "necessary to the essential operations of a program".

Critical to ending violence and maintaining a safe campus is recognizing and avoiding abusive behavior. Abuse can surface in many ways (emotional, verbal, psychological, sexual, and physical). Some warning signs of abuse are:

- Frequent yelling directed at a partner
- Blaming partner for own faults
- Name-calling
- Consistently accusing partner of infidelity
- Kicking, holding, slapping, and scratching
- Forcible sex (e.g., wanting sex after hitting)

#### *Impact on ITI*

All institutions are charged with adopting the following VAWA requirements:

- A statement that the institution prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking
- A clear definition of what constitutes domestic violence, dating violence, sexual assault, and stalking in the applicable jurisdiction
- A definition of consent in regards to sexual activity, in the applicable jurisdiction
- Safe and positive options for bystander intervention in order to prevent or intervene when there is a risk of sexual violence or stalking against another individual
- Information on risk reduction to recognize warning signs of abusive behavior or how to avoid potential attacks

#### *ITI's VAWA Policy Statement*

InterAmerican Technical Institute is committed to maintaining a safe and secure work and academic environment free of any form of sexual misconduct including domestic violence, dating violence, sexual assault, stalking, and sexual harassment. A violation of the Violence Against Women's Act shall constitute grounds for disciplinary action, up to and including, dismissal from the College.

#### *VAWA Resources:*

You can help to ensure that victims have access to services they need to feel safe and receive counseling.

Direct the victim to the following resources:

City of Miami Police Department (Students, Faculty, Staff, Other)

Campus Director (Students)

Sexual Harassment and Violence Defined

Dating Violence

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on 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.

### *Domestic Violence*

A felony or misdemeanor crime of violence committed- by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a current or former cohabitant with the victim; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

### *Sexual Assault*

An offense that meets the definition of rape, fondling, incest, or statutory rape.

### *Stalking*

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others, or suffer substantial emotional distress.

### *Consent*

"Consent" means intelligent, knowing, and voluntary consent and does not include coerced submission. "Consent" shall not be deemed or construed to mean the failure by the alleged victim to offer physical resistance to the offender. Giving in is not the same as giving consent.

### What You Need to Know

Bystander Intervention:

- Offer Support if you suspect that the person is being abused or has been sexually assaulted or stalked.
- Speak out against all forms of sexual violence.
- Be an advocate for preventing sexual violence.
- Model the behavior that values respect for others and promotes positive pro-social behavior.

Retaliation:

ITI prohibits retaliation against individuals who file a complaint or who participate in the complaint process. Retaliation is regarded as a basis for a separate complaint and can lead to further review and disciplinary action.

### **TIMELY WARNING PROVISION**

InterAmerican Technical Institute will make timely reports to the campus community on crimes reported to the Campus Security Authority that are considered a threat to other students and employees. Timely reporting to the campus community for this purpose will be decided on a case-by-case basis in light of all the facts surrounding an alleged crime, including factors such as the nature of the crime, the continuing danger to the campus community and the possible risk of compromising law enforcement efforts. Depending on the particular circumstance of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the School Director is responsible for the timely warning and they will be issued to students verbally in class, and manually posted on bulletins, providing the school with more immediate notification. Anyone with information warranting a timely warning should report the circumstances to the School Director.

### **INCIDENT REPORTING PROCEDURES**

The administration of InterAmerican Technical Institute has developed policies and reporting forms to encourage and ensure the proper recording of criminal actions or emergencies on campus.

Incident Report Forms can be obtained from the school director. In the instance of a crime or emergency at 9600 SW 8<sup>th</sup> St #44,

Miami, FL 33174, students are instructed to report the incident to a faculty or staff member and the proper authorities, including police, fire, and/or other emergency units.

All faculty and staff must report crime and emergency situations to ensure proper record keeping and follow up for each incident. Incident Report Forms should be completed and filed with the School Director within 48 hours of the incident.

### **SAFETY AND SECURITY PROGRAMMING**

Crime prevention and personal safety are issues that concern all staff, faculty, and students at InterAmerican Technical Institute. For students, these issues are initially addressed during new student orientation, and annually thereafter when the policy is distributed. For staff and faculty, these issues are discussed during new employee orientation, and annually thereafter during performance evaluations.

InterAmerican Technical Institute schedules several educational awareness programs throughout the year for its students and employees. Programming includes topics that promote an awareness of rape, acquaintance rape, and other forcible and non-forcible sex offenses, personal safety, self-defense, crime prevention, and drug and alcohol abuse prevention. Institutional staff or guest speakers including the local police, rape crisis intervention experts, and other social service personnel make presentations.

Sex offense programming provides information to students and employees regarding procedures to follow when reporting such an offense, the available options of notifying law enforcement officials, the possible sanctions for committing such offenses and the availability of counseling services.

Students are made aware of safety and security programming via notices posted to student bulletin boards and in the school newsletter.

### **REGISTERED SEX OFFENDERS**

Members of the campus community can obtain information about registered sex offenders who may be present on campus by accessing the Dade County Police Department. If you require additional information you may contact the Dade County Policy Department.

### **CAMPUS CRIME STATISTICS**

InterAmerican Technical Institute is a private, post-secondary school offering programs in Pharmacy Technician, Patient Care Technician, Medical Assistant, and Home Health Aide

Federal regulations require all institutions to report crime statistics on the occurrence of the crimes and unlawful activities listed below. The Campus Crime Statistics represent data reported for on main location, in or on a non-campus building or property, on public property.

#### **Offenses:**

Forcible and Non Forcible

Criminal Homicide: Murder, Negligent and No negligent Manslaughter

Robbery

Aggravated Assault

Burglary

Motor-Vehicle Theft

Arson

Liquor Law Violations

Drug-Abuse Violations

Illegal Weapons Possessions

Sex Offence-Forcible-no-forcible

Drug abuse violations

Liquor law violations  
Simple assault

### **Emergency Response and Evacuation Procedures Policy**

InterAmerican Technical Institute (ITI) is dedicated to preparing individuals for promising career opportunities, and as stated in our mission statement. The unpredictable nature of weather, civil unrest, and persons with criminal intent, and under the Department of Education 34 CFR 668 regarding Student Assistant General Provisions requires the school to have a readiness plan.

### **Emergency Response Policy**

ITI owned and operated campuses are required to maintain an Emergency Response and Evacuation Plan (EREP) which includes plans and instructions to be followed by campus administration, faculty, staff, students and guests in the event of emergencies and evacuations. The campus managing director is designated as the campus safety authority (CSA), who is responsible for reporting and ensuring the evacuation of the campus in the case of an emergency.

A significant emergency or dangerous situation is any situation occurring on the campus involving an immediate threat to the health or safety of students, visitors or employees. The managing director of each campus makes a determination of the level of threat and the response needed.

### **Emergency Notification:**

If there is an immediate threat occurring on campus to the health or safety of students or employees, an institution must follow its emergency notification procedures. An immediate emergency notification shall be issued to alert the campus population that a significant emergency or dangerous situation poses an immediate threat to the health or safety of visitors, students or staff on campus. The institution will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Emergency notification shall describe the threat and direct individuals to evacuate shelter in place or take other specific action. This shall be authorized by the managing director or their designee. An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however, the institution must provide adequate follow-up information to the community as needed.

### **Specific actions for an Emergency Notification include:**

Confirm that there is a significant emergency or dangerous situation.

- Determine the appropriate segment or segments of the campus community to receive a notification.
  - Determine the content of the notification
  - Campus or workplace violence - Lockdown
  - Building hazard (fire, chemical spill, structure collapse) - evacuate
  - Extreme Weather (storm, tornado, earthquake)—shelter in place
- Initiate the notification system established for each campus.

### **Timely Warning**

An institution must, in a manner that is timely and that withholds as confidential the names and other identifying information of victims, as defined in section 40002(a)(20) of the Violence Against Women Act of 1994 (42 U.S.C. 13925(a)(20)), and that will aid in the prevention of similar crimes, report to the campus community on crimes that are reported to campus security authorities as identified under the institution's statement of current campus policies or local police agencies; and are considered by the institution to represent a threat to students and employees. A timely warning is issued to relevant members of the campus community when there is a continued threat that, in the judgment of management, should be brought to the attention of the campus population to aid in the prevention of similar crimes or health issues. The warning may include information such as the date, time, and nature of the threat. A timely warning may only be withheld if the alert would compromise efforts to contain the emergency. The institution will, without delay, and taking into account the safety of the community, determine the content of the warning and initiate the timely warning notification system, unless initiating such a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the situation. Timely warning shall describe the threat and direct individuals take specific action to aid in the prevention of similar crimes or health issues. This shall be authorized by the managing director or their designee.

Specific actions for a Timely Warning include:

- Confirm that there is a continuation of a significant dangerous situation.
- Determine the appropriate segment or segments of the campus community to receive a timely warning that a situation continues to pose a risk.
- Determine the content of the timely warning including the specific action suggested to aid in prevention.
- Initiate the timely warning system of notification.
- Email alert
- Posted notice

## **Emergency Action and Procedures**

### **BUILDING EVACUATION**

This action is taken after the decision is made in the event that it is unsafe to remain in the building. Evacuation may be needed when there is smoke or fire, a natural or man-made disaster, a structure collapse or a chemical, biological, nuclear or radiation release that occurs on or in proximity of the school and directly effects the campus population.

#### **Procedure**

1. Managing director or designee immediately announces the evacuation and initiates the procedure developed for that location
2. Directs public safety notification via 9-1-1 or activates building fire alarm.
3. Directs visitors, students, and staff to immediately vacate to the pre-designated "rally-point" for that location. ALL building occupants should reach safety within three minutes of the alarm. Teachers are to bring student rosters and take attendance at the assembly area to account for all students. Do not take time to gather your belongings. Do not delay! Even a few seconds of exposure to certain elements can be deadly. Calmly follow directions of staff in evacuating the scene - but do not leave the campus until staff has accounted for you!

#### **Emergency Exits**

Since there is always the possibility of the need to evacuate the buildings, a system of illuminated EXIT signs has been installed for the protection of staff, students, and visitors. Occupants should evacuate through the nearest (less than 150 ft.) marked exit. The locations of these fire exits are posted within each classroom. Building occupants should take a moment to familiarize them self with the closest emergency exit. In the event that an evacuation is necessary, students and staff will be notified through an announcement and/or the fire alarm

1. Building occupants should choose to escape the danger rather than combat the problem. For example, you should never try to use a fire extinguisher overreaching safety. Look to your own safety but assist others if your own life is not placed in jeopardy to do so.
2. All fires which are extinguished by school personnel, regardless of size, require fire department response for investigation and confirmation that the fire is out.
3. The managing director or designee, if not placed in jeopardy, shall physically inspect all classroom/lab and staff areas as people exit to ensure all known occupants have evacuated.
4. Teachers will take attendance to account for all students. Managers will account for all staff and visitors. Missing building occupants are to be reported to the managing director and public safety providers. NOTE: No individual should leave the campus until all building occupants have been accounted for.
5. Once assembled, teachers, students and staff are to stay in place until further instructions are given. Never send students home before the end of the regular school day unless instructed by the managing director.
6. Once public safety has determined the threat no longer exists the managing director or designee immediately announces the "all clear" and initiates the post-incident procedure developed for that location
7. When time permits, the managing director shall notify the corporate office of the situation.
8. The managing director shall consult the corporate office to determine if school activities will resume or be dismissed for the day.
9. All staff, students and visitors shall cooperate with public safety and school officials in providing witness accounts and other necessary information in the investigation of the event.
10. The managing director shall record all pertinent information on the Dorsey incident report form and submit this to the corporate office within two days of the event.

11. If the event was the result of an act of arson the managing director shall record all pertinent information on the emergency log report form and submit this to the Corporate Office within two days of the event.

### **Emergency Alert Systems**

Each unit of county government in Florida operates an Emergency Operations Center (EOC). Miami Dade County has emergency alert systems which can notify enrollees via their cell phone or email of events throughout the county. Managers of schools located in Miami Dade County and designated support staff should sign up at <https://www.miamidade.gov/fire/business-recovery.asp> and designated support staff should sign up at <https://miamidadecounty911.com>.

The Outdoor Warning Siren System is meant to alert those people outdoors of an immediate threat entering their community. In most instances the system is used for severe weather conditions. Always seek immediate indoor shelter when the system sounds. If electricity has not been disrupted, you should refer to local television or radio stations regarding the nature of the alert and instructions for safety.

The Outdoor Warning Siren System may be activated by the county EOC for the following severe weather conditions:

- Tornado Warning issued by the National Weather Service (NWS)
- Tornado / Funnel Cloud Sighting verified by a reputable source
- Severe Thunderstorm accompanied by winds of 70 mph or more issued by the NWS
- Other incidents that require immediate alerting to the public, such as hazardous material spill or terrorist attack.

The local office of emergency management may activate the disaster/tornado sirens for the affected area. A severe weather watch may be issued by the NWS. These may also be broadcast by local news outlets. Managing director or designee considers the available notification/alert information and determines the need to take action.

1. Managing director or designee immediately announces the "shelter-in-place" advisory and initiates the procedure developed for that location.
2. In event of a tornado, direct campus occupants to a position of safety. MOVE QUICKLY! Do not waste time to gather your belongings!
  - a. Seek a small interior room or hallway on the lowest floor possible
  - b. Stay away from doors, windows, and outside walls
  - c. Stay in the center of the room, and avoid corners because they attract debris
  - d. Rooms constructed with reinforced concrete, brick or block with no windows and a heavy concrete floor or roof system overhead
  - e. Avoid auditoriums, cafeterias and common office areas that have flat, wide-span roofs.
3. In the event of a chemical or biological release in proximity to the campus, staff secures individual Classrooms and assists completing procedures as needed:
  - Close all exterior doors and windows. If necessary, seal gaps under doors and windows with wet towels or duct tape.
  - Shut classroom doors and windows. If available, seal exterior windows and air vents with aluminum foil or plastic wrap
  - Turn off thermostats and air systems
  - Turn off sources of ignition, such as pilot lights and other electronics.

Any affected areas will not be reopened until the local department or appropriate agency provides clearance and managing director gives authorization to do so.

4. When time permits, the managing director shall notify the corporate office of the situation.
5. Building occupants shall remain in the building until it is determined by the proper authority that it is safe to leave. NOTE: No individual should leave the campus until all building occupants have been accounted for and it has been determined it is safe to leave the building.
6. Once the outside agency calls an "All Clear," the managing director shall consult the corporate office to determine if school activities will resume or be dismissed for the day. Never send students home before the end of the regular school day unless instructed by the managing director. No student should be released until safety is assured.
7. The managing director shall record all pertinent information on the Dorsey incident report form and submit this to the corporate office within two days of the event.

8. The Federal Emergency Management Agency offers business readiness information at [www.ready.gov/business](http://www.ready.gov/business) which includes resources for sheltering preparations and disaster supplies. Campus managers should consider keeping minimal supplies on hand for these events.

#### **LOCK DOWN**

This action is taken when threat of campus violence or gunfire is identified, or as directed by law enforcement when it is necessary to prevent perpetrator(s) from entering occupied areas. During Lock Down, students remain as quiet as possible while hiding in a place of secured shelter, such as a locked classroom or other designated location, out of line of sight from windows always.

#### **Procedure**

1. Managing director or designee immediately announces the lockdown and initiates the lockdown procedure developed for that location.
2. Directs public safety notification via 9-1-1.
3. Directs the entry doors to the campus are locked (if not endangering the individual).
4. In the event an attacker gains entry remembers RUN-HIDE-FIGHT. If escape is possible, individuals should always try to run from the attacker. Look to your own safety and only assist others if your own life is not placed in jeopardy to do so. If a panicked co-worker or student is "frozen" in place, you may have to leave them behind. Find a place of opportunity to hide such as under a working station or in a closet.
5. Directs the doors to each classroom/lab are locked or barricaded.
6. Directs students and staff to remain quiet and out of sight from windows. Do not evacuate the building if an active shooter is suspected in the building - even if the fire alarm rings. Remain secure until further instructed.
7. Teachers instruct students to lie on floor, lock or barricade doors and close any shades or blinds (if safe to do so). Stay hidden until found by police or the "all clear" has been given.

Do not take time to gather your belongings. Do not delay! Even a few seconds of exposure can be deadly. Do not evacuate the building if a shooter is involved- even if the fire alarm rings. Remain secure until further instructed by the managing director or law enforcement.

When law enforcement arrives - do not "pop-up" from your hiding place. Calmly follow directions of the public safety personnel in evacuating the scene - but do not leave the campus until staff has accounted for all school.

8. Teachers will take attendance to account for all students. Managers will account for all staff.
9. When time permits, the managing director shall notify the corporate office of the situation.
10. All staff, students and visitors shall cooperate with public safety and school officials in providing witness accounts and other necessary information in the investigation of the event.
11. Once public safety has determined the threat no longer exists the managing director or designee immediately announces the "all clear" and initiates the post-lockdown procedure developed for that location
12. The managing director shall consult the corporate office to determine if school activities will resume or be dismissed for the day.

#### **MEDICAL EMERGENCY**

This action is taken in the event of sudden illness or injury presenting in a member of the staff, student, or visitors.

#### **Procedure**

1. Alert the managing director of the situation.

2. Managing director or designee directs public safety notification via 9-1-1.
3. If staff trained in first aid is readily available, they may render aid until public safety arrives. This staff should not provide medical opinion or advice.
4. Managing director or designee shall meet, or direct others to meet, public safety personnel and direct them to the victim.
5. The managing director shall record all pertinent information on the student incident report form and submit this to the Corporate Office within two days of the event.

**Bomb Alert Call:**

This action is taken in response to a specific bomb threat initiated towards the campus upon receipt of threatening phone call.

**Procedure**

1. The person receiving the call attempts to keep the caller on the telephone as long as possible and alerts someone else to contact managing director and/or Police Department at 911. The person receiving the call is to stay calm and speak calmly. They must listen closely to the voice of the caller to determine the caller's age, sex, accent, speech impediment etc. Also, they must listen for background noise such as a payphone, school yard, busy traffic, railroad cars, PA systems etc.

The following information should be elicited from the caller, if possible:

- Where is the specific location of the explosive device
  - When is it set to explode?
  - What could make it explode?
  - What type of explosive or device?
  - What is the reason for the threat?
  - The person's identity / call back number
  - What can be done to change their mind about setting off the device?
2. If an unattended or suspicious package is discovered, the managing director shall be notified immediately.
  3. **NO CELL PHONE USE IS ALLOWED** - this can activate an explosive device!
  4. Managing director or designee considers the available information and determines the seriousness of the threat and the need to take action.
  5. Managing director or designee shall call 911.
  6. If indicated, the managing director or designee immediately announces the bomb threat and moves staff, students and visitors to a place of safety following the building evacuation procedure listed above.
  7. **NO ONE SHOULD ATTEMPT TO MOVE OR EXAMINE A SUSPECTED EXPLOSIVE DEVICE.**
  8. Once the outside agency calls an "All Clear," the managing director shall consult the Corporate Office to determine if school activities will resume or be dismissed for the day.

**Educating New Students and Employees**

InterAmerican Technical Institute shall comply with all of the following:

- (a) Provide training to each newly assigned employee regarding the operating procedures, hazards, and safeguards of the job." 34 CFR 668.46, CODE OF FEDERAL REGULATIONS, OFFICE OF POSTSECONDARY EDUCATION, DEPARTMENT OF EDUCATION, Subpart D—Institutional and Financial Assistance Information for Students. §668.46 Institutional security policies and crime statistics. (b)(5) and (6) States the following:
- (b) Annual security report. An institution must prepare an annual security report that contains, at a minimum,

the following information:

- (c) A description of the type and frequency of programs designed to inform students and employees about campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others.
- (d) A description of programs designed to inform students and employees about the prevention of crimes.

#### **Procedure**

1. During orientation, individuals shall be directed to the location of the campus safety policy.
2. The managing director or designee shall instruct the individual to any campus specific policy or requirement regarding the reporting or response to crime or other campus emergency.
3. The managing director or designee shall disseminate any updates or changes to this policy to all current students and staff within 5 days of the change.

#### **Emergency Response and Evacuation Plan - Practice Drills**

34 CFR 668.46, CODE OF FEDERAL REGULATIONS, Title IV— Education. Vol 3 Chapter VI - OFFICE OF POSTSECONDARY EDUCATION, DEPARTMENT OF EDUCATION, Subpart D—Institutional and Financial Assistance Information for Students. §668.46 Institutional security policies and crime statistics. (g)(6)(i - iii). States the following:

- (g) Emergency response and evacuation procedures. An institution must include a statement of policy regarding its emergency response and evacuation procedures in the annual security report. This statement must include—

The institution's procedures to test the emergency response and evacuation procedures on at least an annual basis, including:

- (i) Tests that may be announced or unannounced.
- (ii) Publicizing its emergency response and evacuation procedures in conjunction with at least one test per calendar year; and
- (iii) Documenting, for each test, a description of the exercise, the date, time, and whether it was announced or unannounced.

#### **Procedure**

1. The Emergency Response and Evacuation Procedure ([REP]) shall be tested as a planned/announced or unplanned/alarm exercise at least twice annually. The test exercises may be any combination of building evacuation (fire, toxic exposure, and armed assailant), lockdown (dangerous perpetrator) or shelter-in-place (tornado) exercise.
2. The managing director or designee immediately announces the "alarm" and initiates the procedure developed for that situation.
3. The exercise is documented on the proper form to include a description of the exercise, the date, time, the time taken to successfully evacuate or achieve safety and whether it was announced or unannounced. Exercise reports are maintained in the campus safety log.

# Dating Violence, Domestic Violence, Sexual Assault, and Stalking

## POLICY

Under Board Policy and 34 CFR 668.46: Sexual and Other Assaults On Campus, InterAmerican Technical Institute prohibits the crimes of dating violence, domestic violence, sexual assault and stalking. These crimes are a violation of district policies and regulations, and are subject to all applicable punishment, including criminal procedures and employee or student discipline procedures.

## WRITTEN EXPLANATION OF RIGHTS

When a student or employee reports to the school that the student or employee has been a victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off campus, the school will provide the student or employee a written explanation of the student's or employee's rights and options as described below.

## TERMS

***Sexual Assault:*** Means any non-consensual sexual act, including those acts when the victim lacks capacity to consent.

***Consent (in reference to sexual activity):*** means affirmative, conscious and voluntary agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure that he or she has the affirmative consent of the other, or others, to engage in the sexual activity.

***Domestic Violence:*** Any person who willfully inflicts corporal injury resulting in a traumatic condition upon a victim who is or was one or more of the following: the offender's spouse or former spouse, the offender's cohabitant or former cohabitant, the offender's fiancé or fiancée, or someone with whom the offender has, or previously had, an engagement or dating relationship, the mother or father of the offender's child.

***Dating Violence:*** When a battery is committed against a spouse, a person with whom the defendant is cohabiting, a person who is the parent of the defendant's child, former spouse, fiancé or fiancée, or a person with whom the defendant currently has, or has previously had, a dating or engagement relationship.

***Stalking:*** Any person who willfully, maliciously, and repeatedly follows or willfully and maliciously harasses another person and who makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her immediate family is guilty of the crime of stalking.

## BYSTANDER INTERVENTION STRATEGIES

Bystander intervention is defined as safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking.

- Bystanders should notice the incident taking place and should evaluate the situation to determine whether or not it is an emergency.
- Determine if someone needs assistance.
- Assume responsibility. Be ready to intervene even if others do not.
- Speak up if you see someone intentionally getting someone else drunk.
- Speak up if you see a friend leaving with someone he/she knows is drunk.
- Remind friends that sexual contact with an intoxicated person is against the law.
- Attempt to help. This may include helping a person to leave the situation, confront a behavior, diffuse a situation, or call for other support/security.
- Approach everyone in a respectful manner. Avoid using violence. Be honest and direct whenever possible. Recruit help if necessary. Keep yourself safe. Call the police any time that you feel it is necessary.
- If you choose to intervene, distractions or diversions may be viable strategies that can stop an aggressor from continuing his/her actions.

## **RISK REDUCTION**

Risk reduction includes options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

- Walk with friends or with others to and from classes.
- Be aware of your surroundings. Do not focus/text on your cell phone while walking.
- Have your car keys ready. Do not focus your attention on searching through your purse/backpack. Check your backseat before entering your vehicle.
- Do not get into person(s) vehicles who may offer you a ride back to your vehicle to take your parking space. Do not pick up person(s) to give them a ride back to their parking space.
- During the early stages of dating, consider dating with a group of those you know. Go with a friend and be responsible for each other. Have a pre-planned signal to let your friend know that you want to leave or need help.
- When dating, consider letting a friend know who you are dating, where you are going, and what time you plan to return.
- Communicate clearly and often to your partner.
- Control your alcohol; don't let it control you. Drink responsibly or not at all. Do not abuse substances that might hinder your ability to think clearly or act quickly.
- Be willing and able to say "No."
- It's never too late to say "No."
- Don't be embarrassed or ashamed to say "No" or ask someone to stop.
- Verbalize your expectations with your date. Talk about boundaries.
- Trust your instincts. Guard your personal space. If someone makes you uncomfortable, remove yourself from the situation.

## **PROCEDURES TO FOLLOW AFTER AN ASSAULT**

- Get to a place of safety.
- Obtain necessary medical treatment.
- Time is a critical factor for the preservation of evidence that may be helpful for proving the criminal offense occurred or may be helpful in obtaining a protection.
- Do not wash your hands, bathe yourself, use the restroom, brush your teeth, or drink anything until a medical exam can be provided and evidence collected.
- Remain in the clothing worn during the assault or put the clothing in a paper bag (not plastic) so that it can be entered into evidence.
- Do not clean or straighten up the area where the assault occurred.
- Note the names/descriptions of other people who may have witnessed, been present in the area or have knowledge of the assault.

## **WHO TO REPORT THE OFFENSE TO**

These crimes should be reported as soon as possible to the school at 305-554-9281 or local area law enforcement by dialing 911. You may also report the offense to:

- School Director 786-454-5721
- Admission Director 786-752-0969
- Financial Aid 305-504-0751

If the victim requests, school personnel will assist a victim by notifying the appropriate law enforcement authorities. Filing a police report will not obligate the victim to prosecute. A victim also has the option to decline to notify such authorities.

## **PROTECTIVE ORDERS, CRIMINAL/CIVIL PROSECUTION AND RIGHTS OF CRIME VICTIMS**

Where applicable, a victim may have the right to be notified of protection orders, no contact orders, or similar lawful orders issued by a criminal, civil, or tribal court, or by the school.

- Special Victims Bureau 1701 NW 87 Ave. Suite 100, Doral, FL 33172
- Sexual Crimes Investigations Unit (305) 715-3300
- State Attorney's Office (305) 547-0100

- Miami Dade County Court Division (305) 324-2900
- Domestic Crimes Unit (305) 547-0140
- Sexual Battery Unit (305) 547-0115

**PROTECTION OF CONFIDENTIALITY**

InterAmerican Technical Institute will maintain the identity of any alleged victim or witness or third-party reporter of domestic violence, dating violence, sexual assault or stalking on school property in confidence unless the alleged victim or witness, or third party reporter specifically waives that right to confidentiality

By 

Edward Cordoba, President and C.E.O.  
InterAmerican Technical Institute

Email: edward.cordoba@iti.edu

# **INTERAMERICAN TECHNICAL INSTITUTE**

## **Main Campus**

### **Campus Security Report**

#### **As of October 1, 2025**

<b>Offense:</b>	Total occurrences On Campus		
	<b>2022</b>	<b>2023</b>	<b>2024</b>
Sex Offenses:			
Forcible and Non-Forcible	0	0	0
Criminal Homicide:			
Murder, No negligent and Negligent	0	0	0
Manslaughter			
Robbery	0	0	0
Aggravated Assault	0	0	0
Motor-Vehicle Theft	0	0	0
Arson:			
Liquor Law Violation	0	0	0
Drug Law Violation	0	0	0
Illegal Weapons Possession	0	0	0