



UNIVERSITY OF HAWAII

David McClain
Interim President

February 14, 2006

EXECUTIVE MEMORANDUM NO. 06-02

TO: Vice Presidents
Chancellors
Senior Management Team
Executive Administrator and Secretary of the Board of Regents
State Director for Career and Technical Education

FROM: David McClain
Interim President

SUBJECT: PROMULGATION OF E1.204 SEXUAL ASSAULT POLICY AND PROCEDURAL GUIDELINES

For your information and appropriate distribution, enclosed is the new Executive Policy E1.204 Sexual Assault Policy and Procedural Guidelines, which assists Chancellors in developing sexual assault complaint procedures that meet the requirements of the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*.

It provides guidance to Chancellors on Clery Act requirements regarding complaint procedures, victim's options and rights for notifying law enforcement, education programs to raise awareness of sex offenses, students' options to request changes in academic and living situations, and notice to students of existing counseling, mental health or student services for victims of sexual assault, both on campus and in the local community.

Enclosure