

University of Maine
Incident Report Form (for statistical purposes)

Instructions

1. This form is intended for use in cases of interpersonal violence, e.g., rape and/or sexual assault, domestic violence, and stalking.
2. Do not complete this form in the presence of the assault survivor.
3. Do not include the survivor's name or other identifying information on this form (e.g., student identification number, address, phone number).
4. Record as much requested data as possible based on information provided or discussed. Do not pry for information, just list the information obtained in the conversation.
5. Complete this form even if the survivor indicates that he or she has spoken with another person on campus and even if you will be referring the survivor to another department.
6. Completed forms should be forwarded to the Coordinator of the Safe Campus Project.

Definitions for Classification Purposes:

I. Sex Offenses¹ - Forcible

A. Forcible Rape

The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

B. Forcible Sodomy

Oral or anal sexual intercourse with another person, forcibly and/or against the person's will or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

C. Sexual Assault with an Object

The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

D. Forcible Fondling

The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

E. Aggravated Sexual Assault

An aggravated sexual assault is a sexual assault that involves an injury to the victim or one in which her life is endangered

II. Sex Offenses – Non-forcible sexual intercourse

A. Incest

Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

B. Statutory Rape

Non-forcible sexual intercourse with a person who is under the statutory age of consent.

¹ Definitions of Sex Offenses are from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program, and differ from the University of Maine policy definition of sexual assault as non-consensual sexual intercourse; the policy definition is inclusive of "forcible rape," "forcible sodomy," "sexual assault with an object." Maine state law refers to "forcible rape" as "gross sexual assault." In compliance with mandated reporting requirements, the definitions for classification purposes draw some distinctions not made in policy or law.

III. Other Offenses

A. Sexual Harassment

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment when:

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education;
2. submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting that individual; or
3. such conduct has the purpose or effect of interfering with an individual's academic or work performance or creating an intimidating, hostile or offensive employment, educational, or living environment.

B. Indecent Exposure

A person knowingly exposes his/her genitals to the view of any person whereby such conduct causes affront or alarm to another person.

C. Sexual Exploitation

Sexual Exploitation occurs when a person takes non-consensual, unfair, or abusive sexual advantage of another for his/her own advantage or benefit; or to benefit or advantage anyone other than the one being exploited. This behavior must not otherwise constitute a violation of sexual assault or sexual harassment. Examples of sexual exploitation include, but are not limited to, prostituting another student, non-consensual video or audio-taping of sexual activity, presentation or unauthorized viewing of such recordings, going beyond the boundaries of consent (such as letting your friends watch you having consensual sex without the knowledge or consent of your sexual partner), engaging in peeping tommy, and knowingly transmitting an STD or HIV to another student.

- o Sexual Exploitation of Minors involves individual(s) under the age of 18.

D. Child Pornography: when a person intentionally or knowingly transports, exhibits, purchases, or possesses any book, magazine, newspaper, print, negative, slide, motion picture, computer data file, videotape or other mechanically, electronically, or chemically reproduced visual image or material that the person knows or should know depicts another person engaging in sexually explicit conduct, and the other person has not in fact attained 14 years of age.

E. Relationship Abuse: a pattern of coercive behaviors that serves to exercise control and power in an intimate relationship. It encompasses one or more of the following behaviors directed toward a current or former intimate partner:

1. Attempting to cause or causing bodily injury or offensive physical contact, e.g., slapping, pulling hair, punching, sexual assault;
2. Knowingly restricting the movements of another person, e.g., removing a person from residence or school, isolating or confining a person for a substantial period, monitoring phone calls or email, preventing a person from attending class or interfering with studying;
3. Attempting to place or placing another person in fear through a course of conduct, e.g., threatening, manipulating, intimidating, verbally and/or emotionally abusive behaviors, or exhibiting extreme possessiveness or jealousy.

F. Stalking: a pattern of conduct that has the purpose or effect of producing fear and/or creating an intimidating, hostile or offensive environment. "A pattern of conduct" means repeatedly (two or more times) maintaining unwanted visual or physical proximity to a person or repeatedly conveying oral or written threats, implicitly threatening conduct, or any combination of these directed at or toward a person. The following are examples of stalking behavior: unwelcome communication, including, but not limited to: face-to-face, telephone, voice message, electronic mail, written letter, and/or contact; unwelcome gifts or flowers, etc.; threatening or obscene gestures and/or pursuing or following; surveillance; trespassing; vandalism; unwelcome touching or physical contact; and/or gaining unauthorized access to personal, medical, financial and/or other identifying information, including, but not limited to: access by computer network, mail, telephone or written communication.

G. Cyber-stalking: an extension of the physical form of stalking (defined above) where electronic media such as the internet, pagers, cell phones, or other similar devices are used to pursue, harass or to make unwanted contact with another person in an unsolicited fashion.

THE UNIVERSITY OF MAINE
INCIDENT REPORT FORM (for statistical purposes)

Please return to the Safe Campus Project, 102 Fernald Hall, Orono, ME 04469-5728.

Classification: Please classify the incident using the attached definitions as reference.

Sex Offenses

- | | |
|--|---|
| <input type="checkbox"/> Forcible Rape | <input type="checkbox"/> Attempted rape (ARAP) |
| <input type="checkbox"/> Forcible Sodomy | <input type="checkbox"/> Forcible Fondling (SOFF) |
| <input type="checkbox"/> Sexual assault with an object | <input type="checkbox"/> Aggravated sexual assault (SASA) |
| <input type="checkbox"/> Statutory Rape | <input type="checkbox"/> Incest |

Other

- | | |
|--|---|
| <input type="checkbox"/> Relationship Abuse (DVIO, AINT) | <input type="checkbox"/> Stalking |
| <input type="checkbox"/> Indecent exposure (OTHR) | <input type="checkbox"/> Cyber-stalking |
| <input type="checkbox"/> Sexual harassment (HARR) | <input type="checkbox"/> Child Pornography (PORN) |
| <input type="checkbox"/> Prostituting another student (PROS, PROA) | <input type="checkbox"/> Engaging in peeping tommy (PEEP) |
| <input type="checkbox"/> Non-consensual presenting, viewing, taping of sexual activity | |
| <input type="checkbox"/> Knowingly transmitting an STD or HIV to another student | |

Date of incident (include day, month, year): _____

Time of incident: _____ AM PM (circle one)

Brief description of incident: _____

Incident reported by:

- victim
- perpetrator
- university employee
- third party (roommate, friend)
- other: _____

Were the following reported to be involved?

- alcohol use, by victim perpetrator unknown
- drug use, by victim perpetrator unknown
- Is involuntary drugging of the victim suspected? yes no

Victim/survivor

- Sexual Identity: female male
- University Status: student faculty staff no university affiliation
- If student, indicate class year: 1st yr soph jr. sr. graduate
- Age, if known _____ Race/ethnicity, if known: _____

Assailant(s)

Sexual Identity: ___ female ___ male
 University Status: ___ student ___ faculty ___ staff ___ no university affiliation
 If student, indicate class year: ___ 1st yr ___ soph ___ jr. ___ sr. ___ graduate
 Age, if known _____ Race/ethnicity, if known: _____

Relationship of victim and perpetrator (check all that apply):

___ acquaintance (RLAQ) ___ boy/girl friend (RLBG) ___ stranger (RLST)
 ___ employer (RLER) ___ spouse/intimate partner (RLSE/RLHH)
 ___ employee (RLEE) ___ unknown (RLRU) ___ other: _____

Location of incident (check all that apply):

___ on campus ___ off campus ___ unknown
 ___ residence hall (building name: _____)
 ___ fraternity house ___ sorority house
 ___ academic building ___ outdoors
 ___ other: _____

Did the incident occur on University of Maine owned or controlled property? Yes No Unknown
 Did the incident occur at a University-sponsored activity/event? Yes No Unknown

Please indicate below services the victim/survivor has received and which referrals have been made.

Received:	Service	Referred to:
	Safe Campus Project	
	Rape Response Services	
	Spruce Run	
	Counseling Services	
	Cutler Health Services	
	EMMC/St Joseph's Hospital	
	Public Safety	
	Office of Community Standards	
	Off campus police _____	
	Dean of Students	
	Academic Dean	
	Residence Life Staff	
	Housing Services	
	District Attorney's Office	
	Victim Witness Advocate	
	Penquis Legal Project (civil legal assistance)	
	Other: _____	

Person completing this form: _____
 Position: _____ Phone #: _____ Date: _____