To Report Hateful Flyers, Graffiti, or Vandalism within the College of Engineering

1. Call or email **UWPD**. They will need to know the date, time and location of the posting/image and whether or not it was removed. UWPD can be reached at uwpolice@uw.edu or 685-UWPD/8973).
2. Submit **Bias Incident Report**: https://report.bias.washington.edu/submit. This report goes directly to Ellen Taylor (Associate Vice President of Student Life). For more information: https://report.bias.washington.edu/
3. Email luciap@uw.edu, avt@uw.edu and hwilson@uw.edu to advise the following three people in the **CoE Dean's Office** of the incident:
   a. Lucia Ersfeld, Assistant to the Dean
   b. Aileen Trilles, HR Director
   c. Heather Wilson, Assistant to Associate Deans
4. If the poster/image threatens or targets a specific person, or if counseling would be appreciated, contact **SafeCampus** (685-SAFE/7233 or https://depts.washington.edu/safecamp/).
5. Request that any graffiti be removed by **Facilities Services** (685-1411) or Custodial Services (685-1500).

Last updated 11/29/2017