Policy 4.68
Theft & Other Criminal Incidents

This policy version was not current at the time of printing. Please see http://policies.emory.edu/4.68 for the current version.

Responsible Official: VP for Human Resources
Administering Division/Department: Employee Relations
Effective Date: March 30, 2007
Last Revision: June 20, 2007

Policy Details

All thefts of university property, thefts of property of individuals who are members of the university community, and all other criminal incidents should be immediately reported to the Emory Police Department for investigation. No one should make any commitments relating to restitution, prosecution, or otherwise pending investigation. When university funds are involved, Internal Audit and the Treasurer's Office also should be notified.

In the case of thefts of university property, or other criminal incidents, decisions on whether or not to prosecute will be made by the senior associate vice president for business and/or the executive vice president in consultation with other university officials and the Emory Police Department. No other official of the university or employee, other than the President or his or her designee, has the authority to make such decisions.

In the case of thefts of Emory Healthcare property, or other criminal incidents, decisions on whether or not to prosecute will be made by the CEO of Emory Healthcare, or his or her designee, in consultation with the Emory Healthcare Department of Public Safety and/or the Emory Police Department. No other official of Emory Healthcare or employee has the authority to make such decisions.

In case of thefts of property from individuals, or other criminal incidents in which an individual is the victim, on university or Emory Healthcare property, the decision to prosecute is up to the individual victim. The Emory Police Department will assist the victim in making an informed decision.

A decision on whether criminal prosecution is appropriate for a theft or other criminal act does not determine whether or not an accused employee should be terminated or otherwise disciplined. Such a decision also is not determinative of whether an accused student should face Conduct Council proceedings.

Related Links

- Current Version of This Policy: http://policies.emory.edu/4.68

Revision History

Emory University policies are subject to change at any time. If you are reading this policy in paper or PDF format, you are strongly encouraged to visit policies.emory.edu to ensure that you are relying on the current version.