

MDT Institute



Annual Security & Safety Report 2026-2027

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Prepared as the institution's Annual Security Report and campus Emergency Action/Safety Plan.

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1. Purpose and Scope

This report summarizes MDT Institute's campus safety, security, emergency response, crime reporting, and prevention policies. It is intended to support compliance with the Jeanne Clery Campus Safety Act and applicable OSHA workplace emergency requirements. It applies to students, employees, faculty, visitors, and contractors while on MDT-controlled campus space. MDT occupies Suite 530 on the fifth floor of an office building and also follows applicable building emergency procedures.

MDT does not maintain on-campus student housing or officially recognized off-campus student organization housing. Requirements that apply only to institutions with on-campus student housing, including missing-student and annual fire-safety-report provisions, are therefore not applicable to this campus.

2. Campus Geography and Crime Statistics

For Clery reporting, MDT identifies and annually reviews its Clery geography, including institution-controlled campus space and public property immediately adjacent to and accessible from the campus. The Director of Compliance coordinates the annual collection and disclosure of reportable crime statistics from Campus Security Authorities (CSAs) and applicable local law-enforcement agencies. Crime statistics are provided in Appendix A, which is reproduced without revision in this report.

3. Reporting Crimes, Emergencies, and Safety Concerns

For an immediate threat, fire, medical emergency, crime in progress, or other life-threatening situation, call 911 first. Then notify MDT and building management/security when it is safe to do so.

Contact	Information
MDT / Executive Campus Director	Sean Gbadebo 770-525-2125 x 2204 sgbadebo@mdtmail.atsinstitute.edu
Building Management / Security	678-441-0001
Police / Fire / Medical Emergency	911
Police Non-Emergency	Use the current local non-emergency number published by the responding law-enforcement agency.

Students and employees should promptly and accurately report criminal activity, suspicious activity, emergencies, and safety hazards. Reports may be made to the Executive Campus Director or another designated CSA for Clery reporting purposes. MDT will document reports and contact law enforcement or emergency services as appropriate. Victims or witnesses may request that personally identifying information be kept confidential to the extent permitted by law; confidential or anonymous reporting does not prevent MDT from including non-identifying statistical information when required.

4. Campus Security Authorities and Law Enforcement

MDT designates officials with significant responsibility for student and campus activities as Campus Security Authorities. CSA reports are forwarded for Clery assessment, statistical reporting, and consideration of timely warnings or emergency notifications. MDT does not maintain a sworn campus police department and its employees do not have police arrest authority. Criminal matters fall within the jurisdiction of the appropriate local law-enforcement agency. MDT and building security cooperate with law enforcement when incidents occur on or near campus. MDT does not represent that a written memorandum of understanding exists unless one is currently in effect.

5. Timely Warnings and Emergency Notifications

Timely Warnings

MDT will issue a timely warning when a Clery-reportable crime occurring within Clery geography is reported to a CSA or local law enforcement and is determined to present a serious or continuing threat to students or employees. The Executive Campus Director, or designee, evaluates available facts and determines the content and method of distribution. Warnings are issued as soon as pertinent information is available and may be distributed by email, text message, campus notice, or other appropriate means. Victim names and identifying information are withheld as required by law.

Emergency Notifications

Upon confirmation of a significant emergency or dangerous situation occurring on campus that presents an immediate threat to the health or safety of students or employees, MDT will, without delay and taking community safety into account, determine the appropriate recipients, content, and method of notification and initiate the notification system unless doing so would compromise efforts to assist a victim or contain, respond to, or mitigate the emergency. The Executive Campus Director normally confirms and initiates notification; a Program Director or other designated administrator acts when the Executive Campus Director is unavailable. MDT may use the building alarm, email, text message, verbal direction, and other available methods. Follow-up information will be provided as appropriate.

6. Emergency Action and Evacuation Plan

MDT maintains written emergency procedures at the workplace and coordinates its actions with building management. Employees are trained on their emergency responsibilities at assignment and when duties or the plan change. MDT tests its emergency response and evacuation procedures at least annually and documents each exercise, including a description, date, time, and whether the test was announced or unannounced.

Emergency Roles

The building Property Manager serves as building Safety Director. The Executive Campus Director serves as MDT's Tenant Warden; Program Director(s) serve as Assistant/Deputy Wardens; designated staff may serve as Search Wardens and evacuation assistants. MDT will identify and train personnel assigned to evacuation assistance. No employee should perform rescue or medical duties beyond his or her training; professional emergency responders provide rescue and emergency medical care.

Evacuation Procedure

- When an alarm sounds or evacuation is ordered, stop work and evacuate immediately by the nearest safe exit or stairwell. Do not use elevators.
- Close doors behind you when practical, but do not lock them. Do not delay evacuation to collect belongings.
- Proceed to the designated assembly area and remain there until accounted for or directed otherwise.
- The Tenant Warden or designee will account for employees and, when practicable, students and visitors and report missing persons to building security or emergency responders.
- Persons who need evacuation assistance should proceed with their assigned assistant to the designated area of refuge or stairwell landing and await trained emergency personnel, consistent with building procedures.
- Do not re-enter until authorized by fire, police, building management, or MDT administration.

Critical operations: MDT does not designate employees to remain behind to operate critical plant operations during an evacuation. Unless specifically directed by emergency responders, all MDT employees evacuate.

7. Emergency-Specific Procedures

Fire / Smoke

Activate the building alarm or pull station if appropriate, call 911, notify building management/security, and evacuate by stairwell. The priority is evacuation. Portable fire extinguishers may be used only by employees who are authorized and appropriately trained, and only for an incipient-stage fire when there is a safe exit path. All other persons must evacuate.

Bomb Threat / Suspicious Package

Call 911 and notify building management/security. Record available information from a threat without putting yourself at risk. Do not touch, open, move, cut, or otherwise disturb a suspicious item. Evacuate or shelter as directed by law enforcement, building management, or MDT administration.

Severe Weather

Move away from windows and exterior walls to an interior protected area. Do not use elevators. Follow building and MDT instructions and remain sheltered until the danger has passed or an all-clear is given.

Power Failure / Elevator Entrapment

Notify building management. Use emergency lighting and evacuate only if directed. If trapped in an elevator, remain calm, use the emergency communication system, and do not force the doors open.

Biological or Chemical Hazard

Avoid contact, isolate the area, call 911 when appropriate, and notify building management and MDT. Follow responder instructions regarding evacuation, sheltering, decontamination, or medical evaluation.

Civil Disturbance or External Threat

Remain inside or relocate as directed. Secure doors when instructed and avoid affected areas. MDT will coordinate with building security and law enforcement.

Active Assailant

Use the response appropriate to the circumstances: evacuate if a safe path is available; otherwise hide in a secure location, silence devices, and barricade when possible. As a last resort and only when in imminent danger, take action to protect yourself. Call 911 when safe and follow law-enforcement instructions.

8. Fire Prevention and Workplace Safety

Exits, corridors, stairwell doors, and aisles must remain unobstructed. Exit signs and emergency lighting must remain visible and operable. Employees must promptly report unsafe conditions. Smoking and open flames are prohibited where required by building policy. Flammable materials must be stored and handled appropriately; electrical equipment must be used safely; extension cords may not create trip or fire hazards; and space heaters are prohibited by building policy.

Where portable fire extinguishers are provided, they must remain accessible, charged, operable, inspected, maintained, and tested as required. If MDT authorizes employee extinguisher use, employees receive required education upon initial employment and at least annually; employees specifically designated to use firefighting equipment receive appropriate equipment training upon assignment and at least annually.

9. Campus Access, Facilities, and Security Practices

Access to MDT space is limited to authorized students, employees, faculty, contractors, and invited visitors. Students and visitors follow campus sign-in and visitor procedures. Unoccupied or restricted areas should remain secured. Employees should promptly report defective locks, lighting, exit signs, blocked exits, or other security

and safety concerns to the Executive Campus Director or building management. Building security provides additional support for common areas.

10. Crime Prevention and Safety Education

MDT provides campus safety, crime prevention, emergency response, and security information during orientation, training, meetings, annual notices, and other appropriate communications. Community members are encouraged to remain alert, use well-lighted routes, secure vehicles and belongings, avoid isolated areas when possible, and promptly report suspicious behavior or hazards.

11. Dating Violence, Domestic Violence, Sexual Assault, and Stalking

MDT prohibits dating violence, domestic violence, sexual assault, and stalking and provides prevention and awareness information to students and employees. A person who experiences sexual or interpersonal violence should first seek safety and emergency medical or law-enforcement assistance when needed. MDT will assist a reporting person with contacting law enforcement if requested and will respect a decision not to notify law enforcement when permitted by law.

MDT provides written information regarding available counseling, health, mental-health, victim-advocacy, legal, visa/immigration, financial-aid, and other relevant services, as applicable. MDT also provides information about reasonably available academic, working, transportation, or other supportive/protective measures. Personally identifying information is protected as required by law. Institutional disciplinary procedures and notices are administered under the applicable student or employee conduct/Title IX procedures and Clery/VAWA requirements.

12. Hazing Prevention and Reporting

MDT prohibits hazing. Hazing concerns should be reported promptly to the Executive Campus Director or another designated CSA and to law enforcement when conduct may constitute a crime or immediate safety threat. MDT includes hazing prevention information in applicable campus prevention and awareness programming and will collect and disclose hazing statistics as required by the Clery Act. If MDT makes a finding that a student organization violated the institution's standards of conduct relating to hazing, MDT will publish and update a Campus Hazing Transparency Report as required by federal law. MDT does not currently recognize off-campus student organization housing.

13. Drug and Alcohol Abuse Prevention

MDT maintains and annually distributes its Drug and Alcohol Abuse Prevention Program to students and employees in accordance with the Drug-Free Schools and Communities Act. The program addresses standards of conduct, legal sanctions, health risks, institutional sanctions, and available prevention, counseling, treatment, and referral resources. The complete program and student drug-testing requirements are maintained in the applicable institutional policy and catalog.

14. Records, Continuity, and Incident Documentation

MDT maintains employee, financial, academic, and technology records using secured electronic systems and appropriate physical safeguards. Following an incident, MDT documents relevant facts, obtains available witness or police information when appropriate, preserves required records, and coordinates technology or records recovery with responsible personnel. Emergency response always takes priority over records recovery.

15. Annual Review, Distribution, and Compliance Administration

The Director of Compliance coordinates preparation of the Annual Security Report and annual crime statistics. MDT distributes notice of the report's availability to all enrolled students and current employees by October 1 and provides notice to prospective students and employees. A paper copy is available upon request. Policies and procedures are reviewed at least annually and updated when practices, personnel, facilities, law, or regulatory requirements change.

MDT should retain supporting records for Clery statistics, CSA reports, local-law-enforcement requests, timely warnings, emergency notifications, emergency tests, training, and other required compliance documentation in accordance with applicable record-retention requirements.

Appendix A: Campus Safety and Security Survey (Crime Statistics)

The following statistics are provided for your information in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Set forth below are statistics available to the Institution concerning the occurrence of criminal offenses in the listed categories which were reported to campus security contacts or local police agencies.

Criminal Offenses

Criminal Offense	2023		2024		2025	
	On Campus	Public Property	On Campus	Public Property	On Campus	Public Property
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft (does not include theft from a motor vehicle)	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Totals	0	0	0	0	0	0

Hate Crimes – On Campus

Criminal Offense	2025- Occurrences of Hate crimes (Category of Bias for crimes)							
	Total	Race	Religion	Sexual Orientation	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0

Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor vehicle theft (does not include theft from a motor vehicle)	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

Criminal Offense	2024- Occurrences of Hate crimes (Category of Bias for crimes)							
	Total	Race	Religion	Sexual Orientation	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor vehicle theft (does not include theft from a motor vehicle)	0	0	0	0	0	0	0	0

Arson	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

Criminal Offense	2023- Occurrences of Hate crimes (Category of Bias for crimes)							
	Total	Race	Religion	Sexual Orientation	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor vehicle theft (does not include theft from a motor vehicle)	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

Hate Crimes – Public Property

Criminal Offense	2025- Occurrences of Hate crimes (Category of Bias for crimes)							
	Total	Race	Religion	Sexual Orientation	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor vehicle theft (does not include theft from a motor vehicle)	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

Criminal Offense	2024- Occurrences of Hate crimes (Category of Bias for crimes)							
	Total	Race	Religion	Sexual Orientation	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0

Statutory rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor vehicle theft (does not include theft from a motor vehicle)	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

Criminal Offense	2023- Occurrences of Hate crimes (Category of Bias for crimes)							
	Total	Race	Religion	Sexual Orientation	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor vehicle theft (does not include theft from a motor vehicle)	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0

Intimidation	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

VAWA Offenses

Crime	2023		2024		2025	
	On Campus	Public Property	On Campus	Public Property	On Campus	Public Property
Domestic violence	0	0	0	0	0	0
Dating violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
Totals	0	0	0	0	0	0

Arrests

Crime	2023		2024		2025	
	On Campus	Public Property	On Campus	Public Property	On Campus	Public Property
Weapons: carrying, possessing, etc..	0	0	0	0	0	0
Drug abuse violations	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0
Totals	0	0	0	0	0	0

Disciplinary Actions

Crime	2023		2024		2025	
	On Campus	Public Property	On Campus	Public Property	On Campus	Public Property
Weapons: carrying, possessing, etc..	0	0	0	0	0	0
Drug abuse violations	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0

Totals	0	0	0	0	0	0
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Unfounded Crimes

Of those crimes that occurred On Campus and on Public Property, the following are the number of crimes that were unfounded. This includes unfounded crimes in criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents.

On Campus & Public Property	2023	2024	2025
Total unfounded crimes	0	0	