

Policy Name:	VIOLENCE IN THE WORKPLACE	
Approved By:	President's Council	
Approval Date:	March 2001	
Next Scheduled Renewal Date:	February 2006	
Policy Holder:	VP, Corporate Services	
Operational Lead:	Director, Human Resources	
Policy Number:	HMR-006	

VIOLENCE IN THE WORKPLACE POLICY

1.00 PURPOSE

- 1.1 The purpose of this policy is to recognize that workplace violence and abusive and/or threatening behaviour constitute an occupational safety hazard, and as such, policy and procedures as a guide for prevention have been developed.

2.00 DEFINITIONS

- 2.1 **Violence:** The attempted or actual exercise by a person, other than a worker, of any physical force to cause injury to a worker, and includes any threatening statement or behaviour which gives a worker reasonable cause to believe that the worker is at risk of injury (WorkSafeBC, Section 4.27).

3.00 POLICY STATEMENT

- 3.1 The College is committed to providing a work environment, which is free and protected from violent and aggressive behaviour and therefore will not tolerate such behaviour that threatens the safety of its employees, students and/or visitors.
- 3.2 This policy works in tandem with WorkSafeBC regulations on violence in the workplace.

4.00 IMPLEMENTATION

- 4.1 The College recognizes that creating a violence-free work environment requires a multi-faceted approach. To this end the College will:
- a) maintain a relevant policy – In consultation with departmental staff and coordinators at each worksite, the Occupational Health and Safety Committee will develop, modify and amend current policies and procedures as needed on an annual basis.
 - b) modify workplaces as required to make them safer – The Occupational Health and Safety Committee will develop site-specific action plans to eliminate, or at least minimize, threats of workplace-related violence. These action plans may include, but are not limited to, modification of the worksite and changes in environmental conditions such as lighting, means of egress, etc.
 - c) ensure that follow-up procedures are adhered to – Directors and Senior Management are responsible for taking immediate and appropriate action upon

learning of a workplace-related threat to their employees. This also may include, but is not limited to, violence prevention education and/or worksite modification.

5.00 RELATED POLICIES, PROCEDURES, AND SUPPORTING DOCUMENTS

5.1 [HMR-006P, Violence in the Workplace Procedure](#)

6.00 HISTORY

Created/Revised/ Reviewed	Date	Author's Name and Role	Approved By
Created	June 12, 1999		President's Council