

## WORKPLACE VIOLENCE POLICY

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The Corporation of the Township of Tiny believes in the prevention of violence and promotes a violence-free workplace in which all people respect one another and work together to achieve common goals.

Any act of violence committed by or against any member of our workplace or member of the public, is unacceptable conduct that will not be tolerated.

### ***What is workplace violence?***

Workplace violence is:

- (a) the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker,
- (b) an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker,
- (c) a statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker.

### ***Penalty***

No employee or any other individual affiliated with this organization shall subject any other person to workplace violence or allow or create conditions that support workplace violence. An employee that subjects another employee, client, or other person to workplace violence may be subject to disciplinary action up to and including termination. Other persons may be removed from the workplace.

### ***Report Incidents Immediately***

If you witness or are a victim of violence in this workplace, please contact your immediate Supervisor and/or 911 immediately. The Manager/Supervisor or the Police in conjunction with the Manager of Administrative Services/Treasurer will investigate the matter.

**Dated and signed this 13<sup>th</sup> day of December, 2010**

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Ray Millar, Mayor

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Doug Luker, CAO/Clerk