Workplace Violence Prevention Policy

Category: Human Resources
Number:
Responsibility: Human Resources, Environment, Health and Safety
Approval: Board of Trustees
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Next Review: December 2013

INTRODUCTION
Brock University is committed to providing a healthy, safe, and respectful work and learning environment and maintaining a workplace that is free of harassment and violence for all community members and meets the requirements of the Occupational Health and Safety Act. This commitment is reflected in several University policies and protocols which outline the rights and responsibilities of community members, including students, staff, faculty and visitors to our campuses, including the Respectful Work and Learning Environment Policy.

PURPOSE
In order to further articulate the University's commitment, this policy formally prohibits all forms of workplace violence at Brock University and sets the framework for an effective and comprehensive workplace violence prevention and response program that meets the requirements of the Occupational Health and Safety Act.

SCOPE
This policy applies to all employees, contractors, students, volunteers, and visitors at all Brock University premises and at other locations where University employees, contractors and volunteers work, in recognition of the fact that workplace violence may be committed directly or indirectly by persons from any of these groups.

DEFINITION
In keeping with the Ontario *Occupational Health and Safety Act*, "workplace violence" means,

1. the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker,
2. an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker,
3. a statement or behaviour that 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 a worker.

Workplace violence includes domestic violence that could cause physical injury to a worker in a workplace.

POLICY

1. All acts of workplace violence are strictly prohibited.
2. Each member of the University community is responsible for creating and maintaining an environment that is free from workplace violence.
3. Every worker must work in compliance with this policy.
4. Supervisors are responsible for ensuring that measures and procedures are followed by workers and that workers have the information they need to protect themselves.
5. Anyone who experiences or witnesses violence or a threat of violence at Brock, or who feels that violence is imminent, should report the situation immediately to Campus Security Services.
6. Anyone who is concerned about the potential for violence affecting themselves or others at Brock should report their concerns to their supervisor, an operational/area supervisor or Human Resources & Environment, Health and Safety as soon as practicable.
7. This policy prohibits reprisals or action being taken against anyone who, in good faith, reports an incident of real or potential violence.

8. The relevant University authority shall investigate and respond to any matter reported under this policy.
9. Individuals who commit or threaten violence will be held accountable and may be subject to discipline and other sanctions (up to and including discharge, expulsion, trespass notices, and criminal and/or civil proceedings). In doing so, the University will act in accordance with the rights and obligations established by collective agreements and University policy.

REVIEW

A review of this policy will be conducted annually by the University and any necessary changes recommended to the Board.

RELATED POLICIES

- Occupational Health and Safety Policy
- Respectful Work and Learning Environment Policy
- Code of Student Conduct and Disciplinary Procedures in Non-Academic Matters
- Emergency Management Plan and Protocols