

WORKPLACE VIOLENCE PREVENTION POLICY

PURPOSE

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 campus community members and meets the requirements of the Occupational Health and Safety Act.

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.

POLICY STATEMENT

- 1. The University prohibits all acts of workplace violence.**
- 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 through the completion of applicable training.**
- 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. Employees who are 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 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. 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.
9. Employees shall not ignore threatening or violent behavior. If employees witness or experience violence or threats of violence, or feel that a colleague, student or visitor is likely to become violent, they shall report the situation to a supervisor, a person in authority or Campus Security Services. If an employee is in doubt, they should still report. The University will do its best to keep reports confidential.
10. Health, Safety and Wellness in Human Resources shall investigate and respond to any matter reported under this policy as soon as possible and may utilize 3rd party investigators where appropriate. The investigation will include conducting interviews of the applicable parties, reviewing applicable documentation and maintaining a confidential file. Following the investigation a comprehensive report will be completed and provided to the complainant's supervisor and Labour Relations, where appropriate. The goal is to complete any investigation and communicate the results to the complainant and respondent within 30 days after the conclusion of the investigation.

DEFINITIONS

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

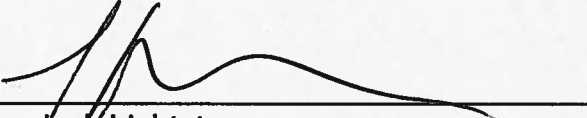
1. the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker,
2. an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker,
3. a statement or behaviour that is reasonable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

**COMPLIANCE
AND REPORTING**

The responsibility for applying, interpreting and monitoring compliance with this Policy rests with Human Resources. Unit supervisors are responsible for identifying and addressing violations of this Policy.

Policy owner:	AVP, Human Resources Brock University
Authorized by:	Board of Trustees - Human Resources Committee
Accepted by:	Senior Administrators' Council
Effective date:	October 2015
Next review:	October 2016
Revision history:	Annual fall review
Related documents:	Ontario Occupational Health and Safety Act Respectful, Work and Learning Environment Policy Student Code of Conduct


Dr. Jack Lightstone
President and Vice Chancellor

Oct 19/2015
Date

