

ZERO TOLERANCE OF WORKPLACE VIOLENCE

July 2005

It is the policy of Hibbing Community College to promote and maintain a workplace free from violence, threats of violence, harassment, intimidation and other disruptive behavior.

Violence and threats of violence in our workplace will not be tolerated; all reports of violent behavior will be taken seriously and will be dealt with appropriately. Hibbing Community College will work to provide a safe workplace for employees and visitors to the workplace. Each employee and everyone with whom we come into contact in our work will be treated with courtesy and respect. Hibbing Community College will:

- Actively work to prevent and eliminate acts of work-related violence.
- Respond promptly, positively and aggressively to deal with threats or acts of violence, including timely involvement of law enforcement agencies when appropriate.
- Treat seriously incidents of work-related threats or acts of violence, promptly investigate reports of such actions, and take action as necessary to appropriately address each incident.
- Take strong disciplinary action, up to and including discharge from employment, against employees who are involved in the commission of work-related threats or acts of violence.
- Support criminal prosecution of those who threaten or commit work-place violence against College employees, or against visitors to our work environment.
- Provide information and training for employees to foster a work environment that is safe, respectful, and responsive to threats or acts of violence.