

Job Name: _____ Job Site Location: _____

Date: _____ Start Time: _____ Finish Time: _____ Foreman/Supervisor: _____

Topic 42: Workplace Violence

Introduction: Regardless of where you work, or your position within the company, every working person is entitled to have the assured expectation of a safe and healthful work environment that is free from threats of harm or actual physical violence. Violence in the workplace has emerged as a critical health and safety hazard that affects all businesses of every size and type.

Current research reveals several alarming trends:

- ① A startling number of full-time workers in America are directly affected by violent encounters while on-the-job;
- ② Violence in the workplace is one of the primary causes for job-related fatalities among female workers and is high on the list for all work-related death;
- ③ The economic toll to U. S. businesses is billions of dollars every year; and,
- ④ Law enforcement studies indicate that on-the-job violence is one of the fastest growing crime categories.



Workplace Violence is generally divided into three basic groups:

- ① The perpetrator has no legitimate business being at the workplace and intends to commit robbery or some other random criminal act;
- ② The person had some previous business relationship to the company or the victim, such as a former client or customer; or,
- ③ The person is, or was employed by the company; is in some way related to a current employee, or is involved in a dispute with an employee.

In extreme cases, workplace violence may include homicide. Usually, the more common acts of violence include behavior such as:

- | | | |
|--|---|--|
| <input type="checkbox"/> Insubordination | <input type="checkbox"/> Sexual assaults and rape | <input type="checkbox"/> Fights, beatings, and stabbings |
| <input type="checkbox"/> Threats and verbal intimidation | <input type="checkbox"/> Stalkings | <input type="checkbox"/> Vandalism and arson |
| <input type="checkbox"/> Harassment | <input type="checkbox"/> Thefts | <input type="checkbox"/> Hostage taking |

The effects of workplace violence on the victim are dependent upon the severity of the incident. They may include:

- | | | |
|--|--|---|
| <input type="checkbox"/> Drastic mood swings | <input type="checkbox"/> Anxiety attacks | <input type="checkbox"/> Lower productivity from victim |
| <input type="checkbox"/> Inappropriate emotional outbursts | <input type="checkbox"/> Long- and short-term memory loss | <input type="checkbox"/> General mistrust of others |
| <input type="checkbox"/> Feelings of isolation | <input type="checkbox"/> Physical ailments (such as chest pains) | <input type="checkbox"/> Substance abuse |

The effects of workplace violence on co-workers:

These effects can create undue stress, causing them to become anxious and irritable which can affect judgment skills, concentration levels, and problem solving capabilities. If left unresolved, it could lead to increased rates of injury, illness, absenteeism, and turnover. OSHA believes that an effective violence prevention program encourages prompt employee reporting of incidents, assigns training duties, and demonstrates a clear zero-tolerance policy for any type of workplace violence.

Human behavior is unpredictable; however, some indicators of increased risk for violent behavior have been identified, they are:

- | | |
|--|--|
| <input type="checkbox"/> Direct or veiled threats of harm. | <input type="checkbox"/> Fascination with weapons; inappropriate references to guns, bringing a weapon to work and brandishing it. |
| <input type="checkbox"/> Intimidating, harassing, bullying, belligerent, or other inappropriate and aggressive behavior. | <input type="checkbox"/> Statements that indicate depression or desperation (over family, financial, or other personal problems). |
| <input type="checkbox"/> Numerous conflicts with supervisors and other employees. | <input type="checkbox"/> Unexplained and extreme changes in the person's behavior. |
| <input type="checkbox"/> Drugs and/or alcohol abuse. | |

Conclusion: Each one of these behaviors is a signal that something is awry and shouldn't be ignored. By identifying problems and thoughtfully dealing with them, you may be able to prevent violence from happening. Some situations may require immediate law enforcement intervention, while others may constitute misconduct that would require company disciplinary action. Whenever action is required for policy violations, it must be handed out impartially and consistently. The company may implement a policy to keep all reports of workplace violence and/or potential for violence confidential in order protect the identity and safety of the reporting employee.

Work Site Review

Work-Site Hazards and Safety Suggestions: _____

Personnel Safety Violations: _____

Employee Signatures:

(My signature attests and verifies my understanding of and agreement to comply with, all company safety policies and regulations, and that I have not suffered, experienced, or sustained any recent job-related injury or illness.)

City of San Angelo Foreman/Supervisor's Signature: _____

These guidelines do not supercede local, state, or federal regulations and must not be construed as a substitute for, or legal interpretation of, any OSHA regulations.