



Village of Pleasantville

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Workplace Violence Prevention Policy

The Village of Pleasantville is committed to the safety and security of our employees. Workplace violence presents a serious occupational safety hazard to our agency, staff, and clients. Threats, threatening behavior, or acts of violence against employees, visitors, guests, or other individuals by anyone on the Village of Pleasantville's property will be thoroughly investigated and appropriate action will be taken, including summoning criminal justice authorities when warranted.

All employees are responsible for helping to create an environment of mutual respect for each other as well as clients, following all policies, procedures and program requirements, and for assisting in maintaining a safe and secure work environment. This is the law. The process involved in complying with this law included a workplace evaluation that was designed to identify the workplace violence hazards our employees could be exposed to. We have completed an evaluation and will re-evaluate any time something rises to a level of concern.

Other tools that were utilized during this process included establishing a committee made up of management and Authorized Employee Representatives (AERs) who have an ongoing role of participation in the evaluation process, recommending methods to reduce or eliminate the hazards identified during the process and investigating workplace violence incidents or allegations. Your union representative or department head are AERs.

The goal of this policy is to promote the safety and well-being of all people in our workplace. All incidents of violence or threatening behavior will be responded to immediately upon notification. The Village of Pleasantville has identified response personnel that include a member of management and an employee representative. If appropriate, the Village of Pleasantville will provide counseling services or referrals for employees.

All Village personnel are responsible for notifying the contact person designated below of any violent incidents, threatening behavior, including threats they have witnessed, received, or have been told that another person has witnessed or received.

Designated Contact Person:

Name: Village Administrator 769-1940; 769-1500