



SAN DIEGO COMMUNITY COLLEGE DISTRICT

Policy
4870

October 14, 1998

WORKPLACE VIOLENCE POLICY

POLICY

It shall be the policy of this district to immediately investigate all allegations of workplace violence and take appropriate corrective action to remedy any situation in which any employee of the district is threatened. To this end, the district hereby adopts a "zero tolerance" policy in which personal threats or violent behavior from another person will not be tolerated. Incidents involving threats or acts of violence by students should be processed through Policy 3100. This policy is adopted in accordance with the District Educational Master Plan, paragraph 3 of HUMAN RESOURCES section.

DEFINITION OF WORKPLACE VIOLENCE

Workplace violence is defined as verbal threats, violent behavior or physical conduct which interferes with the employee's safety in the workplace.

1. The Chancellor shall:
 - a. Appoint a district officer responsible for assuring compliance with the rules of this policy.
 - b. Establish procedures for implementing a workplace violence response plan, by developing strategies aimed at the prevention of, and education about, potential incidents involving violence throughout the district.
 - c. Provide employees with information and training, regarding the potential for violence in the workplace:
 - 1) Increase their ability to recognize the early warning signs of a potentially violent person or situation.
 - 2) Show them how to record incidents indicative of a potential problem.
 - 3) Encourage them to report suspicious incidents through the appropriate individuals.
2. Legal Requirements
 - . Federal Occupational Safety and Health Act

- a. SDCCD Educational Master Plan, Human Resources section
- b. 29 United States Code Section 654(a)(1)

SUPERSEDES: November 10, 1994