



TOWN OF FAIRFIELD

Zero Tolerance Workplace Violence Policy

Introduction:

The Town of Fairfield is committed to providing, in so far as it reasonably can do so, a safe environment for working and conducting business. The Town will not tolerate any acts of violence committed by or against Town employees, or members of the public, while on Town property or while performing Town business at other locations. The town values its employees, and with this Policy the Town affirms its commitment to providing a workplace that is free from violence or the threat of violence.

In order to carry out this commitment the Town of Fairfield adopts this "Zero Tolerance Workplace Violence Policy" for its employees and will employ the strictest enforcement proceeding against employees, citizens and vendors who work for, or do business with the Town.

Policy Goals and Objectives:

The objectives of this policy are to achieve the following:

1. Reduce the potential for violence in and around the workplace;
2. Encourage and foster a work environment that is characterized by respect and healthy conflict resolution; and
3. Mitigate the negative consequences for employees who experience or encounter violence in their work lives.

Definitions:

The word "**violence**" in this policy shall mean an act or behavior that includes one or more of the following:

- Physical assault, actual or attempted.
- A reasonable person would perceive as obsessively directed, e.g. intensely focused on a grudge, grievance, or romantic interest in another person, and reasonably likely to result in harm or threats of harm to persons or property.
- Consists of a communicated or reasonably perceived threat to harm another individual or in any way endanger the safety of an individual.
- Would be interpreted by a reasonable person as conveying potential harm to the individual.
- Is a behavior, or action, that a reasonable person would perceive as menacing.
- Involves carrying or displaying weapons, destroying property, or throwing objects in a manner reasonably perceived to be threatening.
- Consists of a communicated or reasonably perceived threat to destroy property.

Specific examples of conduct that may be considered threats or acts of violence under this policy include, but not limited to, the following:

- Hitting or shoving an individual.
- Threatening to harm an individual or his/her family, friends, associates, or their property.
- The intentional destruction or threat of destruction of property owned, operated, or controlled by the Town of Fairfield.
- Making harassing or threatening telephone calls, letters or other forms of written or electronic communications.
- Intimidating or attempting to coerce an employee to do wrongful acts that would affect the business interests of the Town.
- Harassing surveillance, also known as "stalking", the willful, malicious and repeated following of another person and making a credible threat with intent to place the other person in reasonable fear for his/her safety.
- Making a suggestion of harm or intimidation or stating that an act to injure person or property is "appropriate".