

Garmong Construction Services					
<i>EMPLOYEE SAFETY POLICY HANDBOOK – Violence Prevention Program</i>					
Last Revised:	January 30, 2012	By	Douglas Mahurin, MS, CSP	This Copy Printed:	1/31/2012 5:18:00 PM

VIOLENCE PREVENTION PROGRAM

Purpose

To establish guidelines to protect employees against workplace violence.

Policy

Nothing is more important to the Company than the safety and well being of its employees. Threats, threatening behavior, or acts of violence against employees, visitors, guests, or other individuals by anyone on Company property will not be tolerated. Violations of this policy will lead to disciplinary action, which may include dismissal, arrest, and prosecution.

Any person who makes substantial threats, exhibits threatening behavior, engages in violent acts, or brings a weapon onto Company property shall be removed from the premises as quickly as safety permits and shall remain off premises pending the outcome of an investigation. The Company will initiate an appropriate response, including but not limited to suspension, reassignment of duties, termination of employment and/or business relationship, and/or criminal prosecution of the person(s) involved.

No existing policy, practice, or procedure should be interpreted to prohibit decisions designed to prevent a threat from being carried out, a violent act from occurring, or a life-threatening situation from developing.

All Company personnel are responsible for notifying their supervisor or the management representative(s) designated below of any threats that they have witnessed, received, or have been told that another person has witnessed or received. Even without an actual threat, personnel should also report any behavior they have witnessed which they regard as threatening or violent, when that behavior is job related or might be carried out on at a Company site. Employees are responsible for making this report regardless of the relationship between the individual initiating the threat or threatening behavior and the person(s) receiving the threat, including domestic problems which they fear may result in violent acts against them or a coworker.

All individuals who apply for or obtain a protective or restraining order which lists the Company locations as protected areas must provide a copy of the petition used to obtain the order, as well as a copy of the protective or restraining order which was granted, to their immediate supervisor or the designated representative(s) listed below.

The Company understands the sensitivity of the information requested and has developed confidentiality procedures that recognize and respect the privacy of the reporting employee(s).

The designated management representative(s):

Safety Director