

## **Tompkins County Workplace Violence Prevention Policy Statement**

Tompkins County (County) is committed to providing its employees with a work environment that is safe, secure, and free from harassment, threats, intimidation, and violence. The County also considers the safety of its residents, vendors, contractors, and the public (collectively referred to as "visitors" throughout this policy) to be of paramount importance and strives to provide them the same type of protections while on County Property.

This policy is designed to meet the requirements of New York State Labor Law Art. 2, 27-b and highlights some of the elements that are found within our Workplace Violence Prevention Program. The process involved in complying with this law included a workplace evaluation that was designed to identify the risks of workplace violence to which our employees could be exposed. Authorized Employee Representative(s) will, at a minimum, be involved in:

- evaluating the physical environment;
- developing the Workplace Violence Prevention Program and;
- reviewing workplace violence incident reports at least annually to identify trends in the types of incidents reported, if any, and reviewing the effectiveness of the mitigating actions taken.

The County will not tolerate any acts of violence and will take all reasonable and practical measures to prevent violence and protect employees and visitors from acts of violence. This includes but is not limited to threatening or violent actions by:

- Employees directed against other employees or County property.
- Employees directed against visitors.
- Visitors directed against County employees or County property or facilities.
- Individuals who are conducting County business at an off- property location.

Workplace Violence is defined as any physical assault or act of aggressive behavior occurring where a public employee performs any work-related duty in the course of his or her employment including but not limited to an attempt or threat, whether verbal or physical, to inflict physical injury upon an employee; any intentional display of force which would give an employee reason to fear or expect bodily harm, intentional and wrongful physical contact with a person without his or her consent that entails some injury; or stalking an employee with the intent of causing fear of material harm to the physical safety and health of such employee when such stalking has arisen through and in the course of employment.

All incidents of workplace violence must be promptly reported in accordance with this policy. Enforcement of this policy will be accomplished through the implementation of a Workplace Violence Prevention Program, and by complying with the requirements of the NYS Workplace Violence Prevention Act, as set forth in NYS Labor Law Section 27-b. A copy of the County's policy is available on the County's intranet: [https://www.tompkinscountyny.gov/files2/personnel/Workplace%20Violence%20Prevention%20Plan\\_0.pdf](https://www.tompkinscountyny.gov/files2/personnel/Workplace%20Violence%20Prevention%20Plan_0.pdf) and by contacting the Human Resources Department (607) 274-5526.

A general review of this program will be annually. All employees will be required to participate in

annual workplace violence prevention training which includes general and site-specific information.

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