

WORKPLACE VIOLENCE POLICY

It is the City of Camden's policy to provide a safe, secure and healthy environment for its employees. The City is committed to working with its employees to maintain a work environment free from acts of violence, threats of violence, harassment, intimidation and other disruptive behavior. While this kind of conduct is not pervasive in our municipal government, no agency is immune. Disruptive behavior at one time or another will affect every agency.

Acts of violence, threats, harassment, intimidation and other disruptive behavior in our workplace will not be tolerated; that is; all reports of incidents will be taken seriously and will be dealt with appropriately. Such behavior can include oral or written statements, gestures or expressions that communicate a direct or indirect threat of physical harm. Individuals who commit such acts may be removed from the premises and may be subject to disciplinary action, criminal penalties, or both.

We need your cooperation to implement this policy effectively and maintain a safe, secure and healthy working environment. Do not ignore violent, threatening, harassing, intimidating or other disruptive behavior. If you observe or experience such behavior by anyone in City Hall or any other municipal government facility, whether he or she is a department employee or not, report it promptly to your immediate supervisor. Supervisors must report the information to the department director who should seek advice from the Risk Manager regarding investigating the incident and initiating appropriate action. In the absence of the department director the supervisor should contact the Risk Manager directly. **PLEASE NOTE: For emergency situations call 911.**