



EMPLOYEE MANUAL	
Title: WORKPLACE VIOLENCE	
Policy No.: 33.0	Section Nos.: 33.0 – 33.1
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Approved By: Board of Directors	

33.0 WORKPLACE VIOLENCE

The Agency recognizes workplace violence is a common concern among employers and employees. The Agency is committed to providing a safe, violence-free workplace. In this regard, the Agency strictly prohibits employees, consultants, customers, visitors, or anyone else on Agency premises or engaging in a Agency-related activity from behaving in a violent or threatening manner.

Moreover, the Agency seeks to prevent workplace violence before it begins and reserves the right to address behavior suggesting a propensity towards violence even prior to any violent behavior occurring.

The Agency is dedicated to ensuring that employees comply with the rules and work practices that are designed to make the workplace more secure, and do not engage in threats or physical actions which create a security hazard for others in the workplace.

The Agency has created a Workplace Violence Prevention Plan (WVPP) which was developed to comply with California Senate Bill 533 (SB 533). SB 533 amended California Labor Code (LC) sections 6401.7 and 6401.9, and, applies to all full-time, part-time, limited term duration, and temporary/seasonal Agency employees and places of employment. The WVPP shall be in effect at all times and in all work areas. This WVPP does not apply when an Agency employee is teleworking from a location of the employee’s choice, which is not under the control of the employer.

Every employee should familiarize themselves with the Agency’s WVPP which is available in Aquifer and in the Health & Safety Department’s Programs and Policies.

33.1 In the Event of an Emergency

If an emergency exists and the situation is one of immediate threat, the employee shall contact the local police officials by dialing 9-1-1 or the local Sheriff’s Department at (661) 260-4000, and should take whatever emergency steps are available and appropriate to protect himself/herself from immediate harm, such as leaving the area.