



Violence and Weapons in the Workplace

Weapons at Work

Possession of weapons, including, but not limited to firearms and knives, presents the possibility of danger in the workplace. It is a violation of our safety policy to possess a weapon in the workplace, except when an employee, who is legally permitted to possess a firearm, stores the firearm in a vehicle in the Company parking lot. The firearm must not be in plain view, and the container or unoccupied vehicle must be locked.

The possession of such weapons at work, except as stated above, may result in disciplinary action up to and including termination.

Violence at Work

Any violence or threat of violence will not be tolerated. Such behavior may include, but is not limited to, physical and/or verbal intimidation, threats, violent conduct, vandalism, sabotage, arson, use of weapons, and bullying.

Employees should immediately report any such occurrences to their manager or to Human Resources. We will investigate complaints. When employees are found to have engaged in the above conduct, management will take any action that it believes is appropriate.

Employees should directly contact law enforcement, security, and/or emergency services if they believe there is an imminent threat to the safety and health of themselves or co-workers or guests.

Workplace bullying is mistreatment through verbal abuse, offensive conduct/behaviors and work interference. If you feel you are being subjected to workplace bullying, please contact your manager or Human Resources at (801) 280-9299.