

Workplace Violence Policy Statement

The Town of North Elba is committed to providing a safe work environment and to fostering the health and well-being of its employees. This commitment is jeopardized when any Town employee commits any act of violence in the workplace. Violence can include any behavior that threatens the safety of employees, co-workers, or any other individuals involved with Town of North Elba business. Workplace violence can be, but is not limited to homicide, physical attacks, emotional abuse, verbal abuse, harassment, sexual assaults, property damage, sabotage or theft.

Therefore, the Town of North Elba has established the following policy:

The company will not tolerate (zero tolerance) or condone violence, including homicide, physical attacks, emotional abuse, verbal abuse, harassment, sexual assaults, property damage, sabotage, or theft by employees. It is the policy of the Town of North Elba to maintain a workplace free of violence.

It is the policy of the Town of North Elba that employees who engage in violence in the workplace will be subject to disciplinary action up to and including termination.

It is the policy of the Town of North Elba to commit the resources necessary to achieve and maintain a violence-free environment. The Town of North Elba expects the full support of this policy by all employees and all persons doing business with the Town.

Any person who makes threats, exhibits threatening behavior, or engages in violent acts on Town property will be removed from premises as quickly as safety permits and shall remain off Town premises pending the outcome of an investigation. The Town of North Elba's response to incidents of violence may include suspension and/or termination of any business relationship, reassignment of job duties, suspension or termination of employment, and criminal prosecution of those involved.

All Town personnel are responsible for notifying the contact person designated below of any threats they have witnessed, received, or have been told that another person has witnessed or received. Personnel should also report behavior they regard as threatening or violent if that behavior is job-related or might be carried out on a company-controlled site.

An employee who applies for or obtains a protective or restraining order that lists company locations as protected areas must provide a copy of the petition and declarations used to seek the order and a copy of any temporary or permanent protective or restraining order that was granted. The Town of North Elba has confidentiality procedures that recognize and respect the privacy of the reporting employee(s)

Designated Contact Person:
Human Resource Coordinator
Town of North Elba
2693 Main Street, Lake Placid, NY 12946
518-523-9516