
Butte County Mosquito and Vector Control District

POLICY MANUAL

POLICY TITLE: Workplace Intimidation, Threats, and Violence

POLICY NUMBER: 7270

7270.1 The goal of the Butte County Mosquito and Vector Control District (District) is to provide a safe and healthy work environment for all of its employees, consultants, and contractors.

7270.2 The District is committed to providing a workplace that is as free as possible from intimidation, threats or violence, and acts of violence.

7270.2.1 Intimidation: An intentional act toward another person, causing the other person to reasonably fear for his/her safety or the safety of others.

7270.2.2 Threats of Violence: An intentional act that threatens bodily harm to another person or damage to the property of another.

7270.2.3 Act of Violence: An intentional act that causes bodily harm, however slight or in jest, to another person or damage to the property of another.

7270.3 The District has a zero tolerance for all acts of intimidation, threats of violence, and acts of violence against co-workers, visitors, or any other persons who are on District grounds. Without exception, intimidation, threats of violence and acts of violence are not permitted. All such acts and threats, even those made in apparent jest, will be considered serious, and will lead to discipline up to and including dismissal in accordance with Policy 7260.

7270.4 Possession of a firearm, ammunition, and non-work related weapon(s) (as defined in Policy 7265) on District premises and at District-sponsored events shall constitute a threat of violence.

7270.5 It is every employee's responsibility to assist in establishing and maintaining a violence-free work environment. Therefore, each employee is expected and encouraged to report any incident which may be threatening or any event which there exists reasonable belief that could escalate to a threatening or violent situation. Employees may report any incident to any supervisor or member of management.

7270.6 Intimidation and a threat includes, but is not limited to, any indication of intent to harm a person or damage a persons or District property. Threats may be direct (i.e. saying, "I'm going to punch your lights out!") or indirect (i.e. saying, "Do you want to see your next birthday?"), and they may be communicated verbally and nonverbally. The following behaviors are examples of violations of this policy:

7270.6.1 Unwelcome name-calling, obscene language, and other abusive behavior.

7270.6.2 Intimidation through direct or indirect verbal threats.

7270.6.3 Throwing objects at others in the workplace regardless of the size or type of object being thrown.

7270.6.4 Physically touching another person in an intimidating, malicious, or harassing manner, including such acts as hitting, slapping, flicking, poking, prodding, kicking, pinching, grabbing, spitting, and pushing.

7270.6.5 Physically intimidating others including such acts as obscene gestures, shouting, neck slashing, and fist shaking.

7270.6.6 Displaying or brandishing weapons.

7270.6.7 Stalking or otherwise forcing undue attention on someone, whether romantic or hostile.

7270.6.8 Taking actions likely to cause bodily harm or property damage.

7270.7 Any emergency, perceived emergency, or suspected criminal conduct shall be immediately reported to the local law enforcement agency or call 911.

7270.8 Any supervisor, manager, or other person in authority who receives a report of a suspected violation of this policy shall investigate the suspected violation and shall consult with the District Manager as appropriate. The results of the investigation shall be reported by the investigating authority to his/her next-in-line supervisor and the District Manager.

7270.9 Any District employee found to be in violation of this policy shall be subject to disciplinary action up to and including dismissal, pursuant to Policy 7260, and, if appropriate, shall be prosecuted to the full extent of the law.

7270.10 No employee (either as a victim or a third party witness) shall be retaliated against in his/her employment for reporting intimidation, threats or acts of violence.

7270.11 Employees, District hired consultants, and contractors are encouraged to report any breach of this policy immediately to the District Manager, Assistant Manager, or Regional Supervisor.

7270.12 Employee Acceptance. By signing this agreement, I hereby represent that I have read, understand, and agree to adhere to and abide by the District's Workplace Intimidation, Threats, and Violence policy. This signed copy will be retained in the employees personnel file as receipt of acknowledgement of being informed of such policy.

Date

Signature

Print name here