

Keep Violence Out of the Workplace

Employees should always be alert to potentially violent behavior in the workplace. Be concerned if a co-worker or client:

- Threatens violence
- Threatens to "get even" with you
- Tries repeatedly to intimidate you or others
- Mentions a weapon
- Displays unreasonable anger
- Shows signs of possible substance abuse

Employees should immediately report the behavior that concerns them to their supervisor. Often, by quickly reporting the behavior, as well as alerting employees, can head off violence.



Employees should take these steps to protect their work area, enhance security, and prevent violence:

- Arrange a danger signal with co-workers so that they can silently or loudly alert them to danger.
- Alert their supervisor when they see strangers loitering.
- Report threats, violent outbursts, and other problem behaviors.
- Never handling suspicious packages; alert their supervisor.
- Keep emergency phone numbers near their phones.
- Don't allow clients into secure areas.

Why It Matters

- One-sixth of violent crimes occur in the workplace.
- There are roughly 2 million incidents of workplace violence each year across America.
- One in four workers reports being attacked, threatened, or harassed on the job.
- As many as 18,000 people are assaulted at work each week.

When we share the responsibility for safety in the workplace, everyone wins!!