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<b>Category:</b>	Building
<b>Revised:</b>	
<b>Approved by COO:</b>	9.15.2010

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**Subject: Workplace Violence**

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**Purpose:** To ensure that all UPI employees know what to do in case of violence in the workplace.

**Policy:** UPI employees have the right to work in an environment without intimidation, threats or violence. Any action, which in management's opinion is inappropriate to the workplace, will not be tolerated. Such behaviors may include, but are not limited to, physical and/or verbal intimidation, threatening or violent conduct, vandalism, sabotage and arson. Also prohibited is the carrying of weapons onto UPI property, regardless of whether the employee possesses a concealed carry permit. Employees working in an affiliate facility must also abide by the related guidelines of that facility.

**Procedures:** Employees should immediately report any such occurrence to their Supervisor, Manager and Human Resources. We will investigate complaints and management will take appropriate action when employees are found to have engaged in the above conduct.

Employees should directly contact law enforcement, security and/or emergency services if they believe there is a bona fide threat to the safety and health of themselves or coworkers.

**Renewal/Review:** This policy is to be updated when the UPI Handbook information is updated.

**Governance:** Human Resources is responsible for adoption and/or implementation of this policy.