

## **POLICY STATEMENT**

**Cayuga County is committed to providing a workplace for our employees that is healthy and safe. The County will not tolerate acts or threats of acts of violence by employees or non-employees in County facilities or on County Property. (or against employees in the field.)**

**Examples of prohibited conduct include, but are not limited to, striking or attacking another employee or verbally or physically threatening an employee with bodily harm, and bringing guns or other weapons onto County property. Local Law number 2 for the year 1995 outlines that all local, State and Federal law enforcement officers, Security Officers, Judges, District Attorney and his/her staff, and Peace Officers or Correction Officers while on duty are exempt and do have the authority to carry guns and/or other work related weapons onto Cayuga County properties.**

**Violation of this policy will subject employees to discipline in accordance with existing contractual language. Anyone in violation of this policy may also be subject to criminal charges.**

**Any threat or act of violence should be taken seriously, and any employee who has been a victim of workplace violence or is aware of such conduct between other employees must immediately report to the Department Head and the Human Resources Administrator. A Cayuga County Incident Report Form, which can be obtained from your Department Head, Human Resources Director and Clerk of the Legislature. All reports will be promptly investigated and appropriate action will be taken.**

**Employees will not be subject to discipline or retaliation of any kind from County Management or fellow employees for reporting actual or potentially violent situations.**

**Policy Statement Amended by Resolution Number: 622-09 on November 24, 2009**