

TOWN OF CLINTON
RESOLUTION 6 OF 2007

TITLE: Adoption of the Town of Clinton Workplace Anti-Violence Policy

WHEREAS, the Town of Clinton has a commitment to promoting a safe and secure work environment free from violence that promotes the achievement of its mission of serving the public; and

WHEREAS, the purpose of this policy is to address the issue of potential workplace violence in our Town, prevent workplace violence from occurring to the fullest extent possible, and set forth procedures to follow when such violence has occurred; and

WHEREAS, this policy is written to meet the requirements of NYS Labor Law, Section 27-b; and

WHEREAS, this policy covers all employees, appointed individuals, members of the public, vendors, contractors, consultants, and others who do business with the Town, whether in a Town facility or off-site location (workplace) where Town business is conducted. This policy also applies to other persons not affiliated with the Town, such as former employees and visitors. This policy includes violence between employees, employees and public, and employees and contractors; and

WHEREAS, this policy defines potential workplace risk factors, prevention actions and the reporting actions required as a result of workplace incidents; and

WHEREAS, this policy defines the roles and responsibilities of the Town Supervisor, Highway Superintendent, Department Heads and Chairs, Town Clerk and employees; and

WHEREAS, this policy encourages employees to complete a periodic Employee Security Survey to maintain an optimally secure workplace environment; and

WHEREAS, this policy sets forth record keeping requirements for workplace violence incidents in accordance with New York State Labor Law, Section 27-a;

NOW, THEREFORE BE IT RESOLVED, that the Town Board approves the adoption of The Town of Clinton Workplace Anti-Violence Policy including the Employee Security Survey and the Incident Report effective this 8th day of May 2007.

Approved by motion at a Town Board meeting held on May 8, 2007.

Dated: May 8, 2007

Barbara Joyce
Town Clerk