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All senior administrators, in consultation with Security, are expected on an ongoing basis to review reported incidents of violence/threatening behaviour to determine any emerging pattern and to take appropriate corrective action.

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6.1. Saint Mary's University is committed to providing a safe and secure environment for all members of the community. The University will take appropriate measures to prevent and respond to incidents of violence or threatening behaviour. This policy is intended to provide a framework for the University's response to such incidents and to ensure that all members of the community are treated fairly and equitably. The University will continue to review and update this policy as needed to reflect changes in the workplace environment and to ensure that it remains effective and relevant.

12. ~~RRG~~ , ~~B~~ Ad ~~B~~

Policy on the Prevention and Resolution of Harassment and Discrimination

Student Discipline Code

Occupational Health & Safety Policy and Program

13. ~~APG~~

Nova Scotia's Occupational Health and Safety Act and Regulations

Freedom of Information and Protection of Privacy Act

14. ~~UR~~

Employee Assistance Program

Husky Patrol

Emergency - 911

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The purpose of the Violence in the Workplace: Prevention and Response Lunch and Learn Series is to provide employees with the skills and knowledge required to prevent workplace violence/threatening behaviour that may be committed against any person(s) or property at Saint Mary's University and to provide techniques that will enable an effective response if workplace violence/threatening behaviour does occur.

Upon request, the following workshops can be customized and delivered as an on-going series of training and awareness sessions to employees within the University community.

- x Critical Skills for Communicating in Conflict
- x Asserting Yourself in Conflict Situations
- x Managing the Hostile Individual
- x Anger Management
- x Shifting from Positions to Interests
- x Understanding and Managing Harassment and Discrimination



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B: D

Please describe your department and the types of activities carried out by you or your colleagues in the department.

Description:

B: H ~~D~~

1 . Have there been incidents when you or your colleagues in your department have experienced or been threatened with violence/threatening behaviour?

...No ...Yes, please describe below.

Description:

5 Do you or your colleagues in your department deal with people who are under the influence of alcohol or drugs?

...No

...Yes

6.

1 1 .Do you or your colleagues in your department work alone after normal working hours?
...No ...Yes, please describe below.
Description:
1 2 .Please describe any precautions already taken to safeguard members of your department who work alone.
Description:
1 3 .Please describe other factors of the department or its activities which you feel might increase the risk of violence/threatening behaviour.
Description:
B: Risk
1 4 .Please describe policies or procedures already in place to reduce the risk of violence/threatening behaviour in your department.
Description:
15 Please describe any actions/measures that you take to reduce the risk of violence/threatening behaviour in your department?
Description:

