

Rule 26 – Workplace Violence

This policy covers all employees in the classified and unclassified service as defined in the Gila County Merit System Rules and Policies Manual without regard to regular, temporary, part-time, probationary or emergency status, although nothing in this policy waives the at will status of an unclassified employee.

- 26.1 Policy. It is Gila County's policy to promote a safe environment for its employees. Gila County is committed to working with its employees to maintain a work environment free from violence, threats of violence, harassment, intimidation, and other disruptive behavior.
- 26.2 Violence, threats, harassment, intimidation, and other disruptive behavior in the workplace will not be tolerated. All reports of incidents will be taken seriously and will be dealt with appropriately. Such behavior can include oral or written statements, gestures, or expressions that communicate a direct or indirect threat of physical harm. Individuals who commit such acts may be removed from the premises and may be subject to disciplinary action, criminal penalties, or both.
- 26.3 Reporting. If you observe or experience violent, threatening, harassing, intimidating, or other disruptive behavior by anyone in the workplace, whether he/she is a county employee or not, report it immediately to a supervisor or manager. Supervisors and managers who receive such reports must notify the Personnel Department immediately. The Director will expedite an investigation of the incident and initiate appropriate action.
- 26.4 Threats or assaults that require immediate attention by security or police should be reported first to the Gila County Sheriff's Office or other law enforcement agency as appropriate.**