## Workplace Violence

**Preparedness**

Historically, more people in a work environment have died or been injured in transportation accidents, falls/trips, or being struck by an object than by violence.

However, violence at your workplace could occur at any time, any where. Preparing your response plan will allow you to react quicker and more safely if violence is encountered.

### Run / Escape
- If safe to do so, use an accessible path
- Help others escape
- Leave your belongings behind

### Hide / Take Cover (if escape is not possible)
- Seek a room and lock the door. You should be out of shooter’s view
- If possible, blockade the door to prevent entry
- Remain quiet with all sources of noise silenced

### Fight (an absolute last resort)
- Fight for your life
- Be prepared to cause severe injury to the intruder
- Throw objects to harm or distract the intruder

### AGGRESSIVE PERSON
- Remain calm. If you raise your voice or response, that could cause the person to escalate their behavior
- Control your body language (don’t cross your arms or roll your eyes)
- Keep an object/barrier between you and the person. If no barrier is present, take a few steps away to put distance between yourself and the person
- Call for help. Call for a co-worker to come to your aid, call Public Safety (737-7000) or 9-1-1
- Quietly state that the behavior is unacceptable but you are willing to listen and work with the person if they would lower their voice
- If a weapon is presented, quickly seek protection away from the person

### Respond
- Remain calm
- Assess your response options
- Act
- Notify public safety officials about the incident when you are safe