



## Developing an aggression in the workplace prevention policy

### Background

Developing and implementing an aggression in the workplace prevention policy can support an employer's integrated risk management and prevention approach towards managing aggression. The policy should be developed in consultation with health and safety representatives, employees and managers across the workplace. The policy should be displayed in a prominent place for all employees to view.

### What to include

A workplace policy should include the following elements:

#### Purpose statements:

- The workplace policy was developed with the intent of providing a safe and healthy workplace where employees are not subjected to aggression.
- [Company] is committed to supporting employees who are exposed to or have witnessed aggression.

#### Objectives:

- A culture of mutual respect is expected at this workplace.
- Aggression is not acceptable and will not be tolerated at this workplace.
- Appropriate action will be taken if aggression occurs.
- Reporting incidents is very important.
- Incidents will be investigated to identify all underlying causes and to determine how to prevent the incident from happening again.

#### Responsibilities/ accountabilities:

- [Outline the roles and responsibilities of relevant persons e.g. senior managers, employees, emergency response co-ordinator and security.]

#### Risk management:

- The policy is supported by the hazard identification, risk assessment and risk control of aggression in the workplace.

#### References and related documents:

- [Include reference to all relevant documents and sources used in the development of the policy.]

#### Endorsement:

- The policy is endorsed by the [Board, CEO and Health and Safety Committee.]
- Include signatures of relevant parties.

#### Date of approval and review date:

- [Include the date the policy came into action and the date when it will be reviewed e.g. 12 months after approval.]

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