



Be Peace. Choose Peace. Create Peace.

SAFETY POLICY

Approved by the Board of Directors on 07172016

Policy Purpose

To protect the safety, health, and well-being of individuals with interest in Peace Through Action USA (the "Corporation").

Definitions

1. Interested Person—Any director, officer, employee, contractor, volunteer, or beneficiary of programs and services of the Corporation.
2. Violence—Any act or threat of physical violence, harassment, intimidation, or other threatening disruptive behavior.
3. Workplace—The site(s) where an interested person works, serves, or volunteers.

Policy

1. Peace Through Action USA (the "Corporation") aspires to achieve and maintain an organization culture and practice of safety and of freedom from violence.
2. The Corporation shall comply with all applicable laws regarding safety in the workplace and freedom from violence in the workplace.
3. The Corporation proactively anticipates and prepares for the safety of interested persons and reacts to unsafe and violent incidents affecting interested persons.
4. The Corporation assesses the safety conditions of workplaces of interested persons in advance of their employment, service, or volunteering and makes a good faith effort to eliminate or reduce safety risks.
5. The Corporation acknowledges the right of interested persons to raise a safety or violence concern and requests interested persons to do so.
6. The Corporation requires interested persons to report immediately any accident or injury that occurs in the workplace or when the person is working, serving, or volunteering for the Corporation regardless of location.
7. The Corporation permits interested persons to request a modification to their workplace or position duties if the person believes the workplace or position duty jeopardizes the person's safety.
8. The Corporation shall assess an interested person's allegation of an unsafe workplace or duty and to respond to the allegation in a timely manner.
9. The Corporation shall not retaliate against an interested person for their exercise of the right to raise a safety or violence concern, report an injury, or request a modification to their workplace or their position duties.
10. The Corporation expects interested persons to exercise safe and peaceful behavior and comply with applicable safety laws at all times that they are working, serving, or volunteering for the Corporation.
11. The Corporation prohibits directors, officers, employees, contractors, service contributors and volunteers from possessing or using any weapon at any time they are working, serving, or volunteering for the Corporation.

12. The Corporation reserves the right to exercise the full range of available options for investigating and responding to an interested person's alleged or actual non-compliance with the safety policy, including termination, suspension, conditional or probationary employment, service, or volunteering, search of the person's personal property at the workplace, and search of Corporation property assigned to the person.
13. The Corporation shall report to an appropriate law enforcement authority an interested person's suspected or confirmed act of violence in the workplace.
14. The Corporation encourages and assists interested persons who have experienced loss of safety or violence to seek treatment and care for their injuries.
15. The Corporation maintains an awareness program to educate interested persons about risks in the workplace, personal and organization risk reduction strategies, and the Corporation's safety policy.
16. The Corporation instructs interested persons of the Corporation's safety policy by an orientation to the policy, notices in the organization's print and online materials, and the distribution of policy and procedures.