



CITY OF YELLOWKNIFE

Policy Title: **WORKPLACE VIOLENCE POLICY**
Approved By: **Council Motion #0143-24**
Effective Date: **August 26, 2024**

1 INTRODUCTION

The City of Yellowknife strives to create a work environment governed by respect and regard for the rights and safety of all, where employees can work free from violence. This policy outlines the City's commitment to identifying and resolving issues of workplace violence to ensure a secure and safe environment for employees as per the *Safety Act, R.S.N.W.T 1988, c.S-1* and the *Occupational Health and Safety Regulations R-039-2015*.

2 PURPOSE

The purpose of this policy (the "Policy") is to outline the City's commitment to a physically and psychologically safe and healthy workplace, and to ensure that all incidents of workplace violence are addressed appropriately.

3 DEFINITIONS

In this Policy:

"Workplace Violence" attempted, threatened or actual conduct of an individual that causes or is likely to cause injury, such as a threatening statement or behaviour that gives a worker a reasonable belief that he or she is at risk of injury.

4 POLICY

The City of Yellowknife will not tolerate violence directed at employees by members of the public, between employees or by an employee towards a member of the public. The City will take all reasonable precautions to minimize the occurrence of violence in the work



environment and will ensure that employees and their supervisors manage any such occurrences appropriately.

In accordance with this Policy, the City will develop procedures which:

- a) Identify the locations and positions at risk of exposure to workplace violence;
- b) Inform employees about the risk of workplace violence;
- c) Inform employees about the different levels of workplace violence;
- d) Communicate strategies to employees on how to mitigate or eliminate workplace violence;
- e) Outline appropriate responses to different levels of workplace violence;
- f) Properly document and investigate all incidents of workplace violence;
- g) Ensure employees are informed regarding the resources available to them if exposed to workplace violence; and
- h) Ensure workplace violence training is available to all employees.

5 APPLICATION

This Policy applies to all employees of the City of Yellowknife, City Council, citizen advisory committees, contractors providing service for or to the City, suppliers delivering material to the City, volunteers and members of the public accessing City services or City-operated facilities.

The City of Yellowknife Respectful Workplace and Anti-Harassment Policy should be consulted regarding issues of personal harassment and harassment related to discrimination and inequitable work practices.

6 REVIEW

This Policy will be reviewed and, if necessary, revised not less than once every three (3) years or when there is a change of circumstances that could affect the health or safety of workers.