



Solomon Islands National University Workplace Prevention & Management of Violence Policy

Establishment and Application

1. This Policy formally establishes the Solomon Islands National University's desire and commitment to promoting and maintaining a safe working and learning environment for its staff, students, and visitors thereby the formation of this policy on the prevention of violence in the workplace.
2. This Policy applies to all members of the University community, including the employees and their dependents, volunteers, students and visitors. Contractors hired by the University are also expected to observe and comply with this Policy where warranted.

Definitions and Interpretations of Workplace Violence

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| <p>3. "Workplace violence" means,</p> | <ol style="list-style-type: none"> a) the exercise of physical force by a person against a worker, in a workplace, that causes or may cause personal injury to the worker, serious harm or inflict damage to property. b) an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker; or c) a statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker. d) Any physical assault, threatening behavior or verbal abuse occurring in the workplace by employees or third parties. It includes but not limited to beating, stabbing, suicide, shooting, rape, attempted suicide, psychological trauma such as threats, obscene calls, an intimidating presence and harassment of any nature such as stalking, shouting or swearing e) A "threat" where there is an implication or expression of intent to cause physical or mental harm including damage to property. Such an expression constitutes a threat without regard to whether the person communicating the threat has the ability to carry it out, and without regard to whether the threat is made on a present, conditional or future basis. In determining whether the conduct constitutes a threat, including |
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	<p>whether the action caused a reasonable apprehension of harm, or threat to property the University will consider the totality of the circumstances on a case-by-case basis.</p> <p>f) "Intimidation" includes, but is not limited to stalking or engaging in actions, either verbal or physical, which are intended to frighten or coerce.</p> <p>g) "Property damage" is intentional damage to or destruction of property owned or used by the University or its students, employees, vendors or visitors.</p> <p>h) "Domestic or relationship violence" is the use of abusive or violent behaviour, including threats and intimidation, between people who have an ongoing or prior intimate or familial relationship. This could include people who are, or were, married, live together or dating.</p> <p>i) "Disturbing behaviour" is behaviour that causes the observer to feel concerned, afraid or alarmed. An example would be overhearing an employee joking about killing himself/herself or another. While this behaviour may not be a violation of the Campus Violence Policy, it is requested that such behavior be reported so that action can be taken to prevent future violence to oneself or to others.</p> <p>j) Disruptive behaviour "is behavior which interferes with the workplace or classroom and the ability of others to get their work done. While this behavior may not be a violation of the Campus Violence Policy, it is requested that such behavior be reported so that action can be taken to prevent future violence to oneself or to others.</p>
<p>Policy Statement</p>	<p>4. The University is committed to providing a learning and working environment that is safe to all members of the University community. The Policy is meant to augment all existing University policies that address inappropriate behaviours or prohibited conduct by specifically dealing with those elements of violence or threats of violence present in any incident.</p> <p>5. Workplace violence is a serious form of misconduct according to this policy. This is because of the significant detrimental impact it can have on relationships at the workplace and the workplace environment in general. The University as an employer is determined to ensure that its employees are safe and not subject to any conduct that threatens their safety and welfare and that which disturbs the peace at the workplace.</p> <p>6. The University will exercise a zero tolerance policy of acts or threats of workplace violence. This "zero tolerance" extends not only to actual violent conduct but also to verbal threats and intimidation, whether by students,</p>

	<p>School, Institute and Department, staff, or visitors to the University. All members of the University community share the responsibility to create and maintain an environment free from violent behaviour.</p> <p>7. The University is committed to protecting the University community and shall take every precaution reasonable in the circumstances to prevent workplace violence.</p> <p>8. The University shall assess, and reassess as necessary, the risks of workplace violence that may arise from, among other factors, the nature of the work or activity, the associated functions and the risk reduction measures in place.</p> <p>9. Campus vendors and their employees who conduct business on University premises must conform their conduct to the requirements of this policy. The University reserves the right to remove from campus vendor employees who engage in acts prohibited by this policy.</p>
<p>Reporting on Work Place Violence</p>	<p>10. All staff, students, and visitors of the University shall have responsibility to report incidences of work place violence to their supervisors or responsible officers of the University;</p> <p>11. Upon receiving reports of incidences of workplace violence, the University shall cause incidences to be assessed and investigated. Where threats or incidence of workplace violence is substantially above the capability of Campus Security Services, Police assistance shall be called and when required. The staff of the University staff shall be called on to assist where and when required.</p> <p>12. Reporting of threats or incidences of workplace violence will be treated in a confidential manner.</p> <p>13. The University will not tolerate retaliation against anyone who, in good faith, brings a complaint of campus violence or serves as a witness in the investigation of a complaint of campus violence</p>
<p>Consequences</p>	<p>14. Individuals who engage in workplace violence will be held responsible and will be subject to disciplinary measures;</p> <p>a) Severe unprovoked and unrestrained and uncontrolled violence is considered a gross misconduct and may warrant summary dismissal from employment or academic program of study of the guilty party.</p> <p>b) Cases judged as less severe will have a penalty through prohibition from entering the University’s premises through the issuance of a restraining</p>

	<p>order.</p> <p>c) Criminal and civil proceedings against an individual may also be undertaken,</p> <p>d) Orders among other types of protective orders such as temporary restraining order maybe issued in matters involving relational violence, stalking or harassment.</p>
Related Documents	
<ul style="list-style-type: none"> • SINU Staff Code of Conduct 	
Responsibilities and Approvals	
<p>Policy Contact Officer</p> <p>Policy Custodian</p> <p>Approving Authority</p> <p>Policy Category</p> <p>Approval Date</p> <p>Review Date</p>	<p>Principal Administration Officer Human Resources</p> <p>Director of Human Resources</p> <p>Solomon Islands National University Council or Vice Chancellor</p> <p>Human Resources</p> <p>16th October 2013 – Version 1</p> <p>2 years is normal or at a change of any related document</p>