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UH Commission on the Status of Women

UH Office of Equal Employment Opportunity and Affirmative Action

UH System Office of Human Resources

UH Vice President for Community Colleges

An Equal Opportunity/Affirmative Action Institution
This brochure is available in alternate format.
When You Think of Workplace Violence, Do You Think of Physical Assaults?

Did you know that bullying, psychological abuse, verbal harassment and intimidation all fall within the continuum of “workplace violence”?

Did you know that the University of Hawai‘i has a policy that prohibits such behaviors?

UH Policy

UH Executive Policy E9.210 on Workplace Non-Violence prohibits violence in the workplace and states that:

“The University of Hawai‘i is an institution which encourages the intellectual and personal growth of its students as scholars and citizens and recognizes the need to maintain a safe and secure environment for faculty and staff to fulfill the University of Hawai‘i’s mission of teaching, research and service. In order to maintain an environment where these goals can be achieved safely and equitably, the University promotes civility, respect and integrity among all members of its community.”

“All administrators, faculty, staff, and students are responsible for maintaining a university campus environment that ensures that all members are treated with civility and respect to fulfill the University’s missions and goals.”

UH Non-Violence Policy Also Covers Threatening and Disruptive Behavior

Threats can be direct. Threats can be implied.

Examples (depending on the context)

- Repetitive unwanted phone calls, notes, or emails
- Verbal statements that can be interpreted as threatening or harassing
- Implicit or veiled threats, e.g., “This isn’t over” or “You’ll be sorry if ...”
- General verbal or written threats to people or property, e.g., “You better watch your back” or “I’ll get you”
- Non-verbal threatening actions (e.g., moving closer aggressively)
- Threatening gestures (e.g., waving fists)
- Shouting or yelling
- Using profanity & verbally abusing others
- Refusing reasonable requests for identification
- Stalking
- Behaviors that a reasonable person would interpret as being potentially violent (e.g., throwing things, pounding a desk, kicking a door, sabotaging a coworker’s equipment)

What You Can Do in These Difficult Situations

Promptly report workplace violence:

- Employees: to your supervisor, director, human resources representative, or campus security
- Students: to your supervisor, housing director, dean, or campus security, as appropriate
- Visitors: to campus security or the offender’s supervisor, as appropriate

Supervisors are responsible for addressing the complaint immediately. Supervisors are encouraged to consult with their respective human resources representative for assistance.

The Scope of the Policy

The policy covers workplace violence by:

- Employees, supervisors, students, customers, vendors, visitors

This can include incidents of domestic violence and sexual assault when they occur in the workplace. See “References” for the University’s Sexual Assault policy and complaint procedures.

(Note: Unit 1 & 10 employees are covered by their respective collective bargaining agreement.)

Retaliation Is Prohibited

Retaliation against witnesses, complainants and/or victims is prohibited. Complaints of retaliation will be promptly investigated.

References

  www.svpa.hawaii.edu/svpa/ep/e9/e9210.pdf
- UH Executive Policy E1.204 – Sexual Assault Policy & Procedural Guidelines
  www.svpa.hawaii.edu/svpa/ep/e1/e1204.pdf
- Section 396-6 Hawai‘i Revised Statutes; Employer responsibility; safe place of employment; safety devices and safeguards
- Federal OSHA, 29 U.S.C. 654 (a)(1)
- Collective Bargaining Agreements