

ORANGE COUNTY SOCIAL SERVICES AGENCY

ADMINISTRATIVE POLICIES AND PROCEDURES MANUAL

Subject: Appropriate Response to Workplace Violence **Number:** C 38
Approved: Signature on file **Date:** 5-24-11

POLICY

The Social Services Agency (SSA) is committed to providing a safe working environment for all employees and ensuring administrative uniformity in the implementation of procedures to mitigate workplace violence. Employees should be observant of unusual or abnormal behavior that could be an indicator of potential violence and immediately report such activity to their supervisor or other supervisor present.
