



**OFFICE OF THE ADJUTANT GENERAL
789 Vermont National Guard Road
Colchester, Vermont 05446-3099**

NGVT-HRO

18 September 2019

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Joint Policy Memorandum, (NGVT-HRO-JP-04), Workplace Violence Policy

1. References.

a. Department of Labor, Occupational Safety and Health Administration Standard, Section 5(a)(1) and (2). OSHA Act of 1970

2. Purpose. To maintain a work environment free from violence, threats of violence, harassment, intimidation and other disruptive behavior.

3. Effective Date. This policy is effective immediately when signed. All previous versions are obsolete.

4. Applicability. This policy applies to all T5 and T32 Air Force or Army Federal Technicians (excepted or competitive, permanent or temporary) employed by the Vermont National Guard.

5. Policy.

a. Leaders take all violence, threats, harassment, intimidation and other disruptive behavior as serious violations and take appropriate disciplinary actions against individuals who commit such offenses. Violent Behavior includes oral or written statements, gestures, or expressions that communicate a direct or indirect threat of physical harm.

b. If an employee witnesses a person behaving violently and believes they pose an immediate threat to themselves or others, remain calm, disengage and call 911. After calling 911, report the incident to the Camp Johnson Security Office at 338-3030.

c. Employees report all violent incidents to the Workplace Violence Program Manager, CPT J. Scott Detweiler, (802) 338-3148.

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d. The Workplace Violence Program Manager submits an annual report to Senior Leaders to determine program effectiveness.

6. POC: CPT J. Scott Detweiler: (802)-338-3148 or john.s.detweiler.mil@mail.mil.



GREGORY C. KNIGHT
Brigadier General
The Adjutant General

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