

## Roles and responsibilities

The **Garrison Commander** does not tolerate disruptive, threatening, or violent behavior in the workplace.

The **Directorate of Emergency Services** swiftly investigates all reports of violence.

**Supervisors** facilitate an environment that promotes healthy, positive means of voicing and resolving problems. High levels of unresolved conflict and poor communication often lead to disruptive incidents. Conflict is normal but must be addressed promptly and effectively—not avoided or suppressed. Supervisors must set and enforce clear standards of conduct and provide assistance to address conflicts early.

**Employees** immediately report behavioral changes, violent speech, or threats so that supervisors and law enforcement can take appropriate action.

### Emergency Number:

# 804-734-7400



**Police**



**Fire**



**Bomb**



## Emergency situations

**Call 911** for crimes in progress, violent incidents, or specific threats of imminent violence!

**Call 804-734-7400** to contact the Military Police in the event of a fire, bomb threat, or if an individual:

- makes threats of physical harm toward you, others, or themselves;
- has a weapon; or
- behaves in a manner that causes you to fear for your own or another's safety

### Important notes

1. **Use a phone out of sight** and hearing of the threatening individual. The police will respond and take appropriate action.
2. **Do not attempt to intervene** physically or deal with the situation yourself. It is critical the police take charge of any incident that may involve physical harm.
3. **Get yourself and others to safety** as quickly as possible.
4. **If possible, keep a line open to police until they arrive.** If you cannot stay on the line, call 911 and the dispatcher will direct the police to you. The more information the police receive, the more likely they can bring a potentially violent situation to a safe conclusion.



## Prevention of Workplace Violence Program



**Directorate of Human Resources  
Workforce Development Division  
1401 B Ave  
Fort Lee, VA 23801**

## What is Disruptive, Threatening or Violent Behavior?

*Disruptive behavior* disturbs, interferes with, or prevents normal work functions or activities.

Examples: Yelling, using profanity, waving arms or fists, verbally abusing others, and refusing reasonable requests for identification.

*Threatening behavior* includes physical actions short of actual contact/injury, general oral or written threats to people or property, and implicit threats.

Examples: Aggressively moving closer; saying "You better watch your back", "I'll get you", "You'll be sorry", or "This isn't over".

*Violent behavior* includes any physical assault, with or without weapons; behavior that a reasonable person would interpret as being potentially violent; or specific threats to inflict physical harm.

Examples: Throwing things; pounding on a desk or door; destroying property, or specific danger such as threat to shoot a named individual.

IMCOM policy prohibits disruption and obstruction of its functions and activities, verbal threats, and behavior endangering the health or safety of any individual.

All potential threats should be reported and investigated to prevent inappropriate conduct and violent behavior in the workplace.



## Indicators of Problem Behaviors

Below is a list of behaviors that may be indicators of disruptive, threatening, or violent behavior.

- Upset over recent event(s) [work or personal crisis]
  - Recent major change in behavior, demeanor, appearance
  - Recently has withdrawn from normal activities, family, friends, co-workers
  - Intimidating, verbally abusive, harasses or mistreats others
  - Challenges/resists authority
  - Blames others for problems in life or work; suspicious, holds grudges
  - Use/abuse of drugs and/or alcohol
  - Unwelcome obsessive romantic attention
  - Stalking
  - Makes threatening references to other incidents of violence
  - Makes threats to harm self, others, or property
  - Weapons - has or is fascinated with weapons
  - Has known history of violence
- Has communicated specific proposed act(s) of disruption or violence



## Indicators of Problem Attitudes

Below is a list of attitudes that may be indicators of disruptive, threatening, or violent behavior.

- Is isolated or a loner
- Morally superior, self-righteous
- Feels entitled to special rights and that rules don't apply to him/her
- Feels wronged, humiliated, degraded; wants revenge
- Believes to have no choices or options for action except violence



If you observe a **pattern** of such behaviors and attitudes that causes you concern, please call the Threat Assessment Team for a consultation at 804-765-7601.