

IN AN EMERGENCY

For crimes in progress, violent incidents, or specific threats of imminent violence call 9-1-1.

Immediately contact the **Military** Police at 353-7535 or have someone call for you if someone:

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

If possible, use a phone out of sight/hearing of the individual. The police will respond and take appropriate action.

1. **Do not attempt to intervene** physically or deal with the situation yourself. It is critical that the police take charge of any incident that can or does involve physical harm.
2. **Get yourself and others to safety** as quickly as possible.
3. **If possible, keep a line open to the police until they arrive.** The more information the police receive, the more likely they can bring a potentially violent situation to a safe conclusion.

When a violent incident occurs, many are affected: the victim, witnesses, bystanders, as well as friends, relatives, and co-workers of those involved in or witnessing the event.

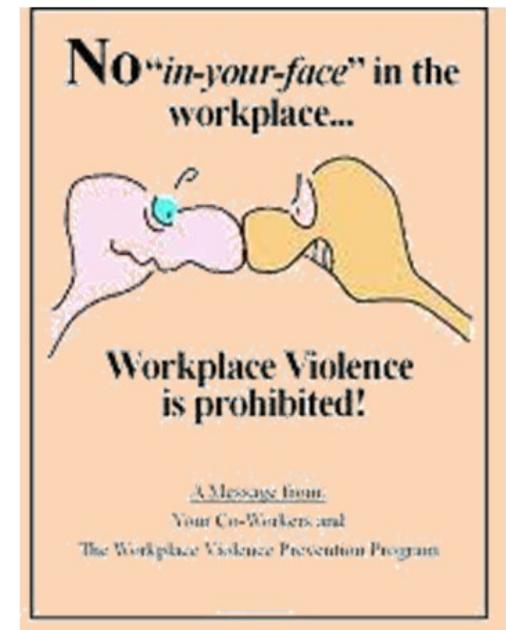
Emergency Phone Numbers

Police:	9-1-1
Fire:	9-1-1
Bomb Threat:	9-1-1

Employee Assistance Program
(907) 361-1381
Ft Wainwright, AK 99703



PREVENTION OF WORKPLACE VIOLENCE PROGRAM



WHAT YOU NEED TO KNOW

Preventive Steps to Maintain a Safe Workplace

Workplaces prone to disruptive incidents are often characterized by high levels of unresolved conflict and poor communication. Some conflict at work is normal and it should be addressed promptly and effectively, not avoided or suppressed.

Disruptive behavior can be reduced or prevented by encouraging a workplace environment that promotes a healthy, safe and positive means of airing and resolving problems. It is important to:

- improve the conflict management skills of managers and staff,
- set and enforce clear standards of conduct,
- encourage use of existing resources such as the Employee Assistance Program, Equal Employment Opportunities, the Union, etc.
- provide help (e.g. mediation and counseling) to address conflicts early.

What is Disruptive, Threatening, or Violent Behavior

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

Disruptive behavior disturbs, interferes with, or prevents normal work functions or activities. Some examples are: yelling or speaking so loud no one else can speak, using profanity, waving arms or fists, verbal abuse, controlling conversations, etc.

Threatening behavior includes: any actions short of actual contact or injury (e.g., moving closer aggressively, fist or palm of the hand in your face), oral or written threats, ("You better watch your back" or "I'll get you") as well as implicit threats ("You'll be sorry" or "This isn't over").

Violent behavior includes: any physical offense with or without a weapon, any behavior that a reasonable person would interpret as being potentially violent (e.g. throwing things, pounding on a desk or door, destroying property), or specific threats to inflict physical harm (e.g., a threat to shoot someone).

Indicators of Problem Behavior

Following are some behaviors and attitudes that *may be* indicators of disruptive, threatening, or violent behavior. If you observe a *pattern* of such behaviors and attitudes that causes you concern, call the Employee Assistance Program at 361-1381 for a consultation.

Possible Behavioral Warnings

- Recent major change in behavior, demeanor, or appearance
- Recent withdrawal from normal activities, family, friends, co-workers
- Intimidates, verbally abuses, harasses or mistreats others
- Challenges or resists authority
- Blames others for problems in life or work, suspicious, holds grudges
- Uses or abuses drugs and/or alcohol
- Gives 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 mentioned proposed act(s) of disruption or violence
- Feels wronged and desires revenge