# HR – Weapons

Purpose: To ensure a safe work environment for our employees, visitors, and patients.

## Policy:

[Company Name] will not tolerate violence in the workplace and prohibits threats of violence.

### Procedural Guidelines:

All employees, applicants, and visitors are prohibited from using, possessing or concealing any weapons while on company property before, after or during work hours or while engaged in company business. [Company Name] also prohibits the use, possession or concealment of weapons at any company-sponsored event or activity. Despite applicable state right-to-carry laws, [Company Name] prohibits concealed weapons on company property. This includes the prohibition of weapons in an employee’s vehicle while on company property.

Any employee should report any workplace security concerns, incidents, or violations immediately. In addition, if an employee believes that he/she is a victim of threats or any other intimidating or violent behavior, a member of the management team must be notified immediately.

Effective Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last Reviewed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_