

**THE WORKPLACE RESPONDS
TO DOMESTIC VIOLENCE:**

**MODEL POLICY ON
DOMESTIC VIOLENCE
IN THE WORKPLACE**

Developed by:

The Delaware Corporate Citizen Initiative
in collaboration with the Family Violence Prevention Fund
National Workplace Resource Center On Domestic Violence

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This model policy may be adopted as a unified domestic violence policy or its component parts may be integrated into already existing related policies and/or guidelines.

Table of Contents

I.	Purpose	page 1
II.	Definitions	page 1
III.	Policy	page 2
	A. Early Intervention and Education Prevention Strategies	page 2
	B. Leave Options for Employees who are Experiencing Threats of Violence	page 3
	C. Procedures for Employees with Performance Issues Related to Domestic Violence	page 3
	D. Disciplinary Procedures for Employees who Commit Acts or Threats of Domestic Violence	page 4
IV.	Guidelines Regarding Assistance For Victims	page 4
	A. General Guidelines	page 4
	1. Manager/Supervisors	page 5
	2. Human Resource Professionals	page 8
	3. Employee Assistance Professionals	page 9
	4. Occupational Health Professionals	page 10
	5. Security Services	page 11
	6. Options for Employees who are Victims of Domestic Violence	page 12
	7. Options for Employees Who are Perpetrators of Domestic Violence	page 13
	8. Options for Other Employees Who Have Concerns About Domestic Violence	page 13
	Appendix A - Components of a Workplace Safety Plan	page 14
	Appendix B - List of Available Resources and Services	page 15
	Annotated Bibliography of Resources on Workplace Response to Domestic Violence	page 18

**FAMILY VIOLENCE PREVENTION FUND:
NATIONAL WORKPLACE RESOURCE CENTER ON DOMESTIC VIOLENCE**

MODEL POLICY ON DOMESTIC VIOLENCE IN THE WORKPLACE

I. PURPOSE: [Employer X] is committed to promoting the health and safety of our employees. Domestic Violence is a leading cause of injury to women in this country. The purpose of this policy is to heighten awareness of domestic violence and to provide guidance for employees and management to address the occurrence of domestic violence and its effects in the workplace.

II. DEFINITIONS:

1. Domestic Violence: A pattern of coercive behavior that is used by one person to gain power and control over another which may include physical violence, threat of violence, sexual, emotional and psychological intimidation, verbal abuse, stalking, and economic control. Domestic violence occurs between people of all racial, economic, educational, religious backgrounds, in heterosexual and same sex relationships, living together or separately, married or unmarried, in short term or long-term relationships. Domestic violence is a major cause of injury to women, although men also may be victims of such violence.
2. Batterer, Perpetrator, or Abuser: The individual who commits an act of domestic violence as defined above.
3. Batterers' Intervention Programs: Programs batterers attend that are designed to eliminate violence in intimate relationships, stop other forms of abusive behavior and increase victim safety. Inappropriate batterers' intervention programs include, but are not limited to couples, marriage, or family counseling and anger management courses. These have proven to be ineffective in stopping domestic violence.
4. Survivor or Victim: The individual who is the subject of an act of domestic violence.
5. Protection From Abuse Order: Protection From Abuse (PFA) Orders are civil orders issued by the Family Court of Delaware. A Protection From Abuse action allows a victim of domestic violence to obtain a court order against an abusive partner. This remedy does not require police intervention but rather is an action between the parties involved in the relationship. Persons who file for a PFA order must either be married, formerly married, living together at the time of the abusive incident or have a child in common. It can also be granted on behalf of minor children and disabled adults. Currently, same-sex partners and dating couples are not protected by any civil process under Delaware law. The Protection From Abuse order provides protection to the petitioner, who files the

PFA, from the respondent, who is named in the PFA. The judge may order any or all of the following to be included within the Protection From Abuse order:

- a. Prohibit contact of the respondent with the petitioner or those named in the petition
- b. Temporarily assign use of property including house, vehicles, and checkbooks
- c. Grant temporary custody of children
- d. Relinquishment of firearms
- e. Counseling or treatment

The PFA is granted for a specified time up to one year. It can be extended for an additional six months.

III. POLICY:

A. Early Intervention and Education Prevention Strategies

1. It is the policy of [Employer X] to use early prevention strategies in order to avoid or minimize the occurrence and effects of domestic violence in the workplace. [Employer X] will provide available support and assistance to employees who are survivors of domestic violence. (Small employers without employee assistance plans and security departments may want to replace the 2nd sentence of this section with the following sentence. [Employer X] will provide survivors of domestic violence a copy of the "Resources/ Referral List" prepared by the Corporate Citizen Initiative (CCI).) This support may include confidential means for coming forward for help, resource and referral information, additional security at the workplace, work schedule adjustments or leave necessary to obtain medical, counseling, or legal assistance, and workplace relocation. Written resource and referral information should be available in all the languages spoken by employees. Other appropriate assistance will be provided based on individual need. In all responses to domestic violence, [Employer X] will respect the confidentiality and autonomy of the adult survivor to direct her or his life, to the fullest extent permitted by law.
2. [Employer X] will attempt to maintain, publish, and post in locations of high visibility, such as bulletin boards and break rooms, health/first aid offices, company phone directories, and on-line information data bases, a list of resources for survivors and perpetrators of domestic violence. This includes but is not limited to the phone number and description of local domestic violence resources, and a list of local batterers' intervention programs. See Appendix B.
3. Communicates and/or trains employees on the company's domestic violence policy.

B. Leave Options for Employees who are Experiencing Threats of Violence

1. At times an employee may need to be absent from work due to family violence, and the length of time should be determined by the individual's situation. This time period shall be determined through collaboration with the employee, supervisor/manager, Human Resources representative, [and union representative, where the employee is represented].
2. Employees, supervisors, and managers are encouraged to first explore whether paid options can be arranged which will help the employee cope with a family violence situation without having to take a formal unpaid leave of absence. Depending on the circumstances, this may include:
 - Arranging flexible work hours so that the employee can handle legal matters, court appearances, housing and childcare.
 - Consider [sick, annual, or shared leave, compensatory time, or leave without pay], especially if requests are for relatively short periods. Employer's subject to the Family and Medical Leave Act (FMLA) should determine if the employee qualifies for job protected leave under the Family and Medical Leave Act. Employees treated by a health care professional for a physical or mental condition may qualify for FMLA leave.

C. Procedures for Employees with Performance Issues Related to Domestic Violence

1. While the employer retains the right to discipline employees for cause, [Employer X] recognizes that victims of domestic violence may have performance or conduct problems such as but not limited to, chronic absenteeism or inability to concentrate as a result of the violence. When an employee subject to discipline confides that the job performance or conduct problem is caused by domestic violence, a referral for appropriate assistance should be offered to the employee.
2. The manager in collaboration with the employee, [Employee Assistance counselor, Human Resource representative, and union representative, where employee is represented] should allow a reasonable amount of time for the employee to obtain assistance regarding the domestic violence. Managers should be mindful that the effects of domestic violence can be severe and may take extended periods of time to address fully.

D. Disciplinary Procedures for Employees who Commit Acts or Threats of Domestic Violence

1. [Employer X] is committed to providing a workplace in which the perpetration of domestic violence is neither tolerated nor excused. Any physical assault or threat made by an employee while on [Employer X] premises, during working hours, or at a [Employer X] sponsored social event is a serious violation of [Employer X] policy. This policy applies not only to acts against other employees, but to acts against all other persons, including intimate partners. Employees found to have violated this policy will be subject to corrective or disciplinary action, up to and including discharge.
2. After consultation with [Human Resources and legal counsel], [Employer X] will take any appropriate corrective or disciplinary action consistent with policy and procedure [and collective bargaining agreements], up to and including termination. This pertains to employees who commit acts of domestic violence at [Employer X] worksites as outlined in the policy or who are convicted of a crime as a result of domestic violence when such action affects the work performance of the employee or affects the normal operation of [Employer X].
3. Employers with Union Representation should consult the Collective Bargaining Agreement for appropriate action.

IV. GUIDELINES REGARDING ASSISTANCE FOR VICTIMS

A. General Guidelines

1. The following information is provided to help employees of [Employer X] who are victims of domestic violence obtain the services they desire and to enhance the safety of [Employer X] workplace.
2. [Employer X] will communicate and/or train employee on the company's domestic violence policy.
3. [Employer X] seeks to create a supportive workplace environment in which employees feel comfortable discussing domestic violence and seeking assistance for domestic violence concerns. If an employee discloses that they are a victim of domestic violence, it is important to send the following messages and avoid victim blaming.
 - You are not alone
 - You are not to blame.
 - There is help available.

- You do not deserve to be treated this way.
4. If a supervisor believes that an employee is in an abusive relationship, but the employee has not disclosed this to their supervisor, the supervisor should address any job performance issues and refer the employee to [Employee Assistance Program] and/or community resources.
 5. Supervisors will make efforts to provide a nonjudgmental and supportive environment for the employee that is not dependent on the employee's decisions regarding the relationship.
 6. A successful workplace intervention may consist of providing the employee with a nonjudgmental place to discuss the violence, information to begin accessing resources in the community, or assisting the employee to formulate a plan to increase that employee's safety.
 7. It is important that all employees know how best to respond to the effects of domestic violence on the workplace. The following clarifies roles for all staff:

a. Manager/Supervisors

1. Participate in domestic violence training as provided.
2. Train staff on how to identify warning signs of potential violence in both the victim and the perpetrator, and how to intervene most effectively.
3. Be aware of physical or behavioral changes in employees and consult with your [Human Resources department, Coalition Against Domestic Violence, Employee Assistance Program, supervisor] for advice. Your role is not to diagnose or counsel the employee, but to refer the employee to appropriate resources. The following behaviors may be associated with domestic violence: chronic absenteeism, inappropriate/excessive clothing, obsession with time, repeated physical injuries, chronic health problems (e.g. chronic pain), isolation, emotional distress, depression, distraction, and excessive number of personal phone calls.
4. Managers/Supervisors must be respectful of employees' personal choices. If the manager or supervisor observes the signs of violence, it is appropriate to convey concern regarding signs and to educate the employee regarding resources available. It is critical that the manager/supervisor respect the employee's privacy and not pressure the employee to disclose any personal information.

5. Be responsive when an employee who is either the victim or the perpetrator of domestic violence asks for help. Immediately contact [Human Resources, Employee Assistance Program, Security professional, Occupational Health Nurse or MD, or community resource] for assistance.
6. Maintain the confidentiality of domestic violence circumstances and any other referrals under this policy to the extent permitted by law. Inform other employees of the domestic violence circumstances on a **need to know** basis only. Wherever possible, give advance notice to the employee who is experiencing domestic violence if you need to inform others about the domestic violence situation.
7. Work with the victim, [Human Resources, the Employee Assistance Program, the Legal department, union representatives, available Security staff, the Occupational Health office] law enforcement, and community domestic violence programs, if necessary, to assist the victim to develop a personal workplace safety plan (See Appendix A). Make reasonable accommodation of that plan. When assisting an employee to develop a personal workplace safety plan, ask what changes, if any, could be made at their workplace to make them feel safer. Victims of domestic violence know their abusers better than anyone else. When it comes to their own safety, offer or assist them in developing a personal workplace safety plan, but allow them to decide what goes in the final plan. However, if it is determined that other employees or customers are at risk, it is essential to take measures to provide protection for them.
8. If possible, the supervisor will make efforts to adjust the victim/employee's work schedule and/or grant leave [sick, annual, or shared leave, compensatory time, or leave without pay], if the employee needs to take time off for medical assistance, legal assistance, court appearances, counseling, relocation, or to make other necessary arrangements to enhance her or his safety. Be sure to follow all applicable personnel policies and procedures, [union contract provisions,] and statutes. This approved leave should not be held against the employee.
9. The employee should maintain communication with their manager during their absence. The employer should maintain the confidentiality of the employee's whereabouts.
10. Work with [Human Resources managers and union representative, if applicable,] to relocate the employee to an alternate worksite or workstation within the worksite, whenever feasible, if the employee

requests to relocate for safety reasons. [If relocation is offered, it should not produce any reduction in pay, status, or benefits.]

11. Review the safety of parking arrangements. If within the control of the employer, make sure that parking areas are well lit. As appropriate, provide security escorts to parked cars and priority parking near the building entrance for employees who fear an attack at work.
12. [With Human Resources or Communication department approval] post information about domestic violence in your work area. Also, have information available where employees can obtain it without having to request it or be seen removing it. Some suggestions are restrooms, lunchrooms, health and/or first aid offices, or where other employee resource information is located.
13. Comply with all Protection from Abuse Orders (PFA) and/or Criminal Court Orders. If both the victim and the batterer are employees of [Employer X], managers must work with [Human Resources, the Legal department, Employee Assistance counselors, the Occupational Health Nurse/MD, and Security] to ensure that the respondent is relocated to a workspace in which the respondent will have no contact with the plaintiff. If you observe violations of the protection orders, document these violations and call the police and/or contact the Legal department.
14. Respect the employee's boundaries and privacy, even if you disagree with the decisions she/he is making regarding the relationship. A victim of domestic violence may make numerous attempts to leave before she/he is finally able to leave her/his batterer. It is often difficult to leave because of financial and childcare responsibilities, or threats of violence.
15. After consultation with [Human Resources and legal counsel,] take any appropriate corrective or disciplinary action consistent with policy and procedure [and collective bargaining agreements], up to and including termination. This pertains to employees who commit acts of domestic violence at [Employer X] worksites as outlined in the policy or who are convicted of a crime as a result of domestic violence when such action affects the work performance of the employee or affects the normal operation of [Employer X].
16. Inform employees on a periodic basis about the employer's policy and procedures on encouraging work environments free from violence, threats and harassment.

b. Human Resource Professionals:

1. Participate in and provide domestic violence training.
2. Train staff on how to identify warning signs of potential violence in both the victim and the perpetrator, and how to intervene most effectively.
3. Provide education on domestic violence through existing or new channels such as lunchtime seminars, newsletters, posters, pamphlets, and employee and management training.
4. Maintain a list of services available to victims and perpetrators of domestic violence. This list should include: [National Domestic Violence Coalition number (800) 799-SAFE], [Employee Assistance Program number], and [New Castle County Domestic Violence Hotline (302) 762-6110]. [Northern Kent County Domestic Violence Hotline (302) 678-3886], [Kent and Sussex County Domestic Violence Hotline (302) 422-8058], [Employee Assistance Program phone number] and local domestic violence shelters. Certified batterers' intervention programs available to perpetrators, information on how to obtain civil orders of protection and criminal justice and any other available community resources. See Appendix B.
5. Be a resource to employees, managers and supervisors in addressing domestic violence situations.
6. Work with victims, [Security staff, the Legal department, union representative, the Occupational Health office], law enforcement, and community domestic violence programs, if necessary, to develop a personal workplace safety plan to minimize the risk to the victim, other employees, and clients.
7. Work with supervisors, managers, [and union representatives] to grant leave, adjust work schedules, or attempt to find continued employment for employees who are victims of domestic violence, if possible.
8. Maintain the confidentiality of domestic violence circumstances and any other referrals under this policy to the **extent permitted by law.**
9. Consult legal counsel and advise supervisors and managers in considering appropriate corrective or disciplinary action consistent with policy and procedure [and collective bargaining agreements], up to and including termination. This pertains to employees who commit acts of domestic violence at [Employer X] worksites as outlined in the policy or who are convicted of a crime as a result of domestic violence

when such action affects the work performance of the employee or affects the normal operation of [Employer X].

10. Work with the victim, the manager, [the Employee Assistance Program, the Legal department, union representatives, the Occupational Health office, available Security staff], law enforcement, and community domestic violence programs, if necessary, to develop a personal workplace safety plan for the victim. See Appendix A. When assisting an employee to develop a workplace safety plan, ask what changes, if any, could be made at their workplace to make them feel safer. Victims of domestic violence know their abusers better than anyone else. When it comes to their own safety, offer to assist them in developing a workplace safety plan, but allow them to decide what goes in the final plan. If it is determined that other employees or clients are at risk, it is essential to take measures to provide protection for them.

c. Employee Assistance Professionals

1. Participate in domestic violence training as provided.
2. Train staff on how to identify warning signs of potential violence in both the victim and the perpetrator, and how to intervene most effectively.
3. Maintain up-to-date referral resources on domestic violence hotlines, advocacy groups, shelters, counseling services, and legal services (pro bono legal assistance and domestic violence/Family Court information), as well as resources for perpetrators, including certified batterer's intervention programs. As these resources change frequently, it will be important to verify the referral information frequently.
4. Provide education on domestic violence through existing or new channels such as lunchtime seminars, newsletters, posters, pamphlets, and employee and management trainings.
5. Educate the employer about the Employee Assistance Program's ability to intervene in domestic violence situations. Inform management of the need to call the Employee Assistance counselor to consult about any domestic violence situations that they become aware of, including concerns about either victims or perpetrators.
6. Work with victims, [Human Resources professionals, Security staff, the Legal Department, union representatives, the Occupational Health office], law enforcement and community domestic violence programs

to develop a personal workplace safety plan to minimize the risk to the victim, other employees, and clients.

7. Maintain strictest confidentiality and respect the victim's need to be self-directing. When appropriate, with the victim's written permission, provide advice and consultation to supervisors with respect to issues of domestic violence in the workplace in order to achieve workplace cooperation regarding leave of absence, fair consideration of any performance or conduct problems directly related to the violence, safety needs, disciplinary actions towards a perpetrator who works with a victim and abuses that person in the workplace, and access to any other needed services. Discuss with Human Resources any personnel policy that may negatively impact victims.
8. Establish a relationship with domestic violence service agencies in the community, sharing information and resources. One method of establishing a working relationship with a community organization would be to ask their staff to participate in workplace educational events on domestic violence.

d. Occupational Health Professionals

1. Participate in domestic violence training as provided.
2. Train staff on how to identify warning signs of potential violence in both the victim and the perpetrator, and how to intervene most effectively.
3. Maintain a list of services available to survivors and perpetrators of domestic violence. This list should include: [National Domestic Violence Coalition number (800) 799-SAFE], [Employee Assistance Program number], [New Castle County Domestic Violence Hotline (302) 762-6110]. [Northern Kent County Domestic Violence Hotline (302) 678-3886], [Kent and Sussex County Domestic Violence Hotline (302) 422-8058], [Employee Assistance Program number]. Local domestic violence shelters, certified batterers' intervention programs available to perpetrators, information on how to obtain civil orders of protection and criminal justice options, and any other available community resources. See Appendix B.
4. Be a resource of employees, managers, and supervisors in addressing domestic violence situations.
5. Work with victims, [Security staff, Human Resource Professionals, the Employee Assistance Program, the Legal department, union representatives], law enforcement, and community domestic violence

programs, if necessary, to develop a personal workplace safety plan (Appendix A) to minimize the risk to the victim, other employees, and clients.

6. Work with supervisors, managers, [and union representative] to grant leave, adjust work schedules, or attempt to find continued employment for employees who are victims of domestic violence, if possible.
7. Maintain the confidentiality of domestic violence circumstances and any other referrals under this policy to the extent permitted by law.
8. Screen for domestic violence all females seen for injury, chronic health problems, somatic complaints, pregnancy related issues, mental health problems, or substance abuse. Screen in a confidential setting. Use questions that are direct, specific and easy to understand, e.g. “Because violence is so common in many people’s lives, I’ve begun to ask all my patients about it routinely. Are you in a relationship with a person who physically hurts or threatens you?” Screen verbally in addition to any written questionnaire forms used. When unable to converse fluently in the employee’s primary language, use a professional translator or another healthcare provider fluent in the employee’s language—do not use the employee’s family or friends as translators when asking about domestic violence. Document that screening for domestic violence was done.
9. With Human Resources or Communication department approval, post information about domestic violence in your work area. Also, have information available where employees can obtain it without having to request it or be seen removing it. Some suggestions are restrooms, lunchrooms, health and/or first aid offices, or where other employee resource information or health related materials are located.

e. Security Services

1. Participate in domestic violence training as provided.
2. Train staff on how to identify warning signs of potential violence in both the victim and the perpetrator, and how to intervene most effectively.
3. Provide consultation and reasonable assistance to employees experiencing domestic violence.
4. Document violations of a criminal and/or civil order.

5. Respond and intervene, as needed, to calls concerning safety in the workplace.
6. Accept transferred harassing telephone calls from the employee's abuser and document the calls.
7. Work closely with appropriate law enforcement agencies to ensure workplace safety.
8. Keep a certified copy of any restraining orders provided by the employee to Security Services in a confidential file. Access to orders and information contained in them should be limited on a need to know basis.
9. Provide escorts to parked cars and priority parking near the building entrance for employees who fear an attack at work.
10. Work with survivors, Human Resource Professionals, the Employee Assistance Program, Occupational Health Office, the Legal department, [union representatives], law enforcement, and community domestic violence programs, if necessary, to develop a personal workplace safety plan (Appendix A) to minimize the risk to the victim, other employees, and clients.

f. Options for Employees who are Victims of Domestic Violence:

1. Talk with a trusted co-worker, supervisor, [union representative], or manager about your situation.
2. Contact your nearest Employee Assistance Program office: [List phone Number].
3. Contact the national domestic violence hotline at (800) 799-SAFE, [Employee Assistance Program number], the New Castle County Domestic Violence Hotline (302) 762-6110], the Northern Kent County Domestic Violence Hotline (302) 678-3886 or the Kent and Sussex County Domestic Violence Hotline (302) 422-8058. Call the local police if you are in immediate danger. See Appendix B.
4. Notify your supervisor of the possible need to be absent and find out your leave options. Be clear about your plan to return to work and maintain communications with your supervisor during your absence. If necessary and available, make alternate arrangements for receiving your paycheck.

5. If you are concerned about your safety at work, submit a recent photograph of the abuser and a copy of your PFA order to your supervisor, the Legal department, Security, and the police department. This assists your employer in identifying the abuser should he/she appear in the workplace.
6. Work with your supervisor, Human Resource manager, Security Staff, Employee Assistance Program manager, Occupational Health Nurse/MD or [union representative] to develop a safety plan. See Appendix A.
7. Obtain assistance for and documentation of any physical and/or mental health consequences of the abuse (including old injuries) from your workplace occupational health office (if available) and/or your primary care provider.

g. Options for Employees Who are Perpetrators of Domestic Violence

1. Contact the nearest Employee Assistance Program office for confidential consultation and resources. [List phone numbers here].
2. Contact a batterer's intervention program. See Appendix B.

h. Options for Employees Who are Concerned about Domestic Violence

1. If you know or believe that a co-worker is a victim of domestic violence, communicate your concerns for her or his safety. Be clear that your role is to help and not to judge. Refer the employee to the [Employee Assistance Program, Human Resources] a local domestic violence agency, or the National Domestic Violence hotline at (800) 799-SAFE, [Employee Assistance Program number], the New Castle County Domestic Violence Hotline (302) 762-6110, the Northern Kent County Domestic Violence Hotline (302) 678-3886 or the Kent and Sussex County Domestic Violence Hotline (302) 422-8058. Maintain the confidentiality of the domestic violence circumstances and any other referrals under this policy to the **extent permitted by law**. Discuss the employee's situation with employee assistance counselors, human resources, or a local domestic violence program for further guidance.
2. Report any threats or violence that you experience or witness to your supervisor, Human Resources, Security, or the Employee Assistance Program.
3. Volunteer at a local domestic violence shelter or organize a workplace drive for domestic violence shelters.

Appendix A

Components of a Workplace Safety Plan

1. Consider obtaining a civil order for protection and make sure that it is current and on hand at all times. Include the workplace on the order. A copy should be provided to the police, your supervisor, Human Resources, the reception area, the Legal department, the Occupational Health office, and Security if the abusive partner may come to the work site. Ask co-workers and/or supervisors to call the police if the perpetrator threatens, harasses you at work or violates the civil order for protection in any way.
2. Consider providing a picture of the perpetrator to reception areas and/or security.
3. Consider identifying an emergency contact person should your employer be unable to contact you.
4. Review the safety of your parking arrangements.
5. Consider having Security escort you to and from your car or public transportation and/or obtaining special parking access.
6. Consider requesting a change and/or unpredictable rotations of your work schedule, work site, or work assignment if such a change is possible and would enhance your safety at work.
7. Consider having your telephone calls screened at work.
8. Consider requesting additional security measures for your work site. It may be possible to post security near your work site, install security cameras or silent alarms at your work site, relocate your work station to a more secure area, or provide you with a cellular phone for emergency use at work.
9. Review the safety of your childcare arrangements. If you have a protective order, make sure the provider has a copy.

Sample Workplace Policy Appendix B

List of Available Resources and Services

Statewide

Employee Assistance Program number	
DE Coalition Against Domestic Violence	800-701-0456 or www.dcadv.org
Domestic Violence Coordinating Council	302-577-2684

New Castle County

24 Hour Hotlines	
Domestic Violence Hotline	302-762-6110
Rape Crisis Contact	302-761-9100
Mobile Crisis Unit	800-652-2929
Battered Women's Shelter	302-762-6110
Latin American Community Center's Bilingual/Bicultural Hotline	888-LACC-571
Treatment and Counseling	
Child, Inc.	302-762-8989
Catholic Charities	302-655-9624
YWCA Helping Hearts	302-658-7161
DE Center for Justice for Victims +50	302-658-7174 ext 12
Police Victim Services	
DE State Victim Services 24 hours	800-842-8461
New Castle County	302-571-7910/302-571-7379
Wilmington	302-573-5537/302-573-5571
Department of Justice	302-577-8500
Family Court	302-577-2200
Probation/Parole	302-323-6056
Violent Crime Compensation Board	302-995-8383
Court Advocacy/Victim Advocacy Program	302-577-2200 ext 3098
Legal Services/Legal Helplink	302-478-8850

Kent and Sussex

24 Hour Hotlines	
Northern Kent	302-678-3886
Kent and Sussex	302-422-8058
Rape Crisis Contact	800-262-9800
Mobile Crisis Unit	800-652-2929
Abriendo Puertas Bilingual Hotline	302-745-9874
Battered Women's Shelter	
Northern Kent	302-678-3886
Kent and Sussex	302-422-8058
Open Doors or Abriendo Puertas	302-855-9515
Treatment and Counseling	
Turning Point	302-424-2420
Dover Air Force Base	302-677-2711 or 2674
Police Victim Services	
DE State Victim Services 24 hours	800-842-8461
City of Dover	302-736-7134
City of Georgetown	302-856-6613
Department of Justice	
Kent/Sussex	302-739-4211/302-856-5353
Family Court	
Kent/Sussex	302-739-6545/302-856-5254
Probation/Parole	
Kent/Sussex	302-739-2338/302-854-6994
Violent Crime Compensation Board	
	302-995-8383
Court Advocacy	
Domestic Violence Advocacy Center (Kent)	302-739-6552
Domestic Violence Advocacy Center (Sussex)	302-856-5843
Legal Services	
Legal Helplink	302-478-8850
Community Legal Aid (Kent)	302-674-8500
Community Legal Aid (Sussex)	302-856-0038

Nationwide

National Domestic Violence Coalition
800-799-SAFE

Maryland Network Against Domestic Violence

800-634-3577 (nationwide)
301-352-4574

New Jersey Coalition For Battered Women

800-572-7233 (in state)
609-584-8107

Pennsylvania Coalition Against Domestic Violence

800-932-4632 (nationwide)
717-545-6400

Annotated Bibliography of Resources on Workplace Response to Domestic Violence

Training Curricula

Spokane County Domestic Violence Consortium, *Domestic Violence: It's a Workplace Issue!*

Spokane, WA: Spokane County Domestic Violence Consortium, 1996

This manual defines domestic violence and provides an overview of the problem. The manual discusses domestic violence in the workplace and Outlines employer/employee responsibilities, procedures and guidelines.

Spokane County Domestic Violence Consortium, 525 E. Mission, Spokane, WA 99202. (509) 487-6783. \$50.00.

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Johansen, Dixie. *When Domestic Violence Comes to Work: A video for Employers, Managers and Employees*. Seattle Intermediate, 1997.

This program addresses domestic violence and the workplace, from Warning signs to employer liability, workplace policies to safety Measures. It includes two videos, one for managers, and one for employees, and a 218-page Facilitator's Guide, with workshop Preparations, a curriculum, overheads, workbooks, and a 45-page resource section.

Complete program is \$695, plus shipping and handling from Intermediate, 1300 Dexter Avenue North, Seattle WA 98109. (800) 553-8336. Free 30-day Preview package available.

General Information

U.S. Department of Labor, Women's Bureau. "Domestic Violence: A Workplace Issue." *Facts on Working Women*. (Oct. 1996).

This publication includes information about domestic violence as a Workplace issue; corporate and union response to domestic violence And a list of government and community resources.

U.S. Department of Labor, Women's Bureau, (202) 219-6611. Also available on the website: http://gatekeeper.dol.gov/do/wb/public/wb_pubs/domestic.htm