

Lakehead University

WORKPLACE VIOLENCE HAZARD ASSESSMENT FORM

Recent amendments to Ontario's *Occupational Health and Safety Act* require institutions like the University to "assess the risks of workplace violence that may arise from the nature of the workplace, the type of work or the conditions of work" (section 32.0.3(1)). To assist the University in complying with the legislation, please answer the following questions and submit them to the Office of Human Resources. (place an " " beside the answer to a "Yes/No" question as appropriate, and add applicable written comments, if you have any, where requested):

(I) **Identity:**

(1) Your department/area:

(2) Main work performed in the department/area:

(3) Location:

(II) **History:**

(1) Have there been incidents when employees in your department have experienced or been threatened with physical violence?

Yes

No

(a) If yes, please describe the incident(s):

(b) Describe your department's response, if any, to the incidents referred to in (a):

(III) **Factors that Might Increase the Risk of Violence:**

(1) Do employees in your department provide services directly to the public?
Yes No

(a) If yes, please describe:

(2) Do employees in your department deal with people who are deeply troubled or distressed?

Yes

No

(a) If yes, please describe:

(3) Do employees in your department deal with highly sensitive or controversial matters?

Yes

No

(a) If yes, please describe:

(4) Do employees in your department work with money or other valuables, including narcotics or other drugs used in research or medical centres?

Yes

No

(a) If yes, please describe:

(5) Do employees in your department carry out security work, including patrolling, responding to requests for assistance in consequence of violence or threats, or providing protective services?

Yes

No

(a) If yes, please describe:

(6) Do employees in your department make decisions which impact academic or employment status?

Yes

No

(a) If yes, please describe:

(7) Do employees in your department travel to remote or hazardous locations?

Yes

No

(a) If yes, please describe:

