

**EGYPTIAN ELECTRIC COOPERATIVE ASSOCIATION
POLICY BULLETIN NO. 226**

SUBJECT: WORKPLACE VIOLENCE POLICY

PURPOSE: TO CLEARLY STATE THE POLICY OF THE COOPERATIVE REGARDING
WORKPLACE VIOLENCE AND TO PROVIDE FOR DISCIPLINARY ACTION IN
THE EVENT THE POLICY IS NOT FOLLOWED.

POLICY:

The safety and security of employees and customers are very important. Threats, threatening behavior, acts of violence, or any related conduct which disrupts another's work performance or the Cooperative's ability to execute its mission will not be tolerated.

1. Workplace Violence Prohibited

Any person who makes threats, exhibits threatening behavior, or engages in violent acts on Cooperative owned or leased property may be removed from the premises pending the outcome of an investigation. Threats, threatening behavior, or other acts of violence executed off Cooperative owned or leased property but directed at Cooperative employees or members of the public while conducting official Cooperative business, is a violation of this policy. Off-site threats include, but are not limited to, threats made via the telephone, fax, electronic or conventional mail, or any other communication medium.

2. Actions That May Be Taken

Violations of this policy will lead to disciplinary action that may include dismissal, arrest, and prosecution. In addition, if the source of such inappropriate behavior is a member of the public, the response may also include barring the person(s) from Cooperative owned or leased premises and Cooperative sponsored events, termination of business relationships with that individual, and/or prosecution of the person(s).

3. Notification of Appropriate Staff

Employees are responsible for notifying either their supervisor, Executive Vice President/GM or General Counsel of any threats which they have witnessed, received, or have been told that another person has witnessed or received. Employees should also report any behavior they have witnessed which they regard as threatening or violent when that behavior is job related or might be carried out on Cooperative owned or leased property or in connection with Cooperative employment.

Any employee who receives a protective or restraining order which lists Cooperative owned or leased premises as a protected area is required to provide General Counsel with a copy of such order as soon as possible after the protective or restraining order is issued.

4. Questions

Questions about this policy should be directed to the General Counsel.

Adopted: 11/24/2009

Attested: Raymond Mulholland
Secretary