CITY OF DETROIT
MAYOR'S OFFICE

COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVE., SUITE 1126
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OFFICE OF THE
DETROIT CITY CLERK

2014 APR 16 P 2:43

EXECUTIVE ORDER NO. 2014-1

TO: **ALL BOARDS, COMMISSIONS, DEPARTMENT DIRECTORS, CITY COUNCIL MEMBERS AND THE CITY CLERK**

FROM: **MICHAEL E. DUGGAN, MAYOR**

RE: **VIOLENCE IN THE WORKPLACE**

WHEREAS, the City of Detroit has a long-standing commitment to promoting a safe and secure work environment for the benefit of its employees and the general public,

WHEREAS, the City of Detroit is committed to preventing violence against persons receiving City services and participating in City programs,

WHEREAS, employees have the right to work in an environment that is free from violence.

WHEREAS, as an employer, the City of Detroit will take all affirmative steps necessary to eliminate violence in the City workplace,

WHEREAS, violence in the workplace includes: 1) written or verbal communications, whether direct or indirect, which are of a threatening, intimidating, or coercive nature; 2) the use or threat of physical force, including fighting or horseplay; 3) stalking; 4) vandalism or destruction of property; and 5) the use or possession of any weapon or ammunition, unless the specific weapon or ammunition is authorized by the city for a particular work assignment. Appropriate disciplinary action, up to and including discharge, will be taken against employees who are found to have engaged in such misconduct,

WHEREAS, the City of Detroit will not tolerate violence in the workplace, whether committed by or against city employees,

I, Michael E. Duggan, Mayor of the City of Detroit, do hereby order as follows:

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1). The City of Detroit shall continue to adhere to a policy of zero tolerance for any form of violence in the workplace;

2). The Director of the Human Rights Department shall promulgate and oversee the implementation of a Violence in the Workplace Coordinator within the Human Rights Department, implement reporting and investigation procedures for incidents of workplace violence, and provide training of City of Detroit managers, supervisors, and employees on the Violence in the Workplace Policy;

3). The Human Rights Department shall issue Workplace Violence Guidelines on Prevention and Management of Violence;

4). The Director of the Human Rights Department shall promulgate amendments to the Violence in the Workplace Policy as may be necessary and proper to effectuate this Executive Order;

5). All managers and supervisors shall be responsible for implementing and maintaining safe workplace practices, the City of Detroit Violence in the Workplace Policy, and communicating the Policy to subordinates;

6). All Department Directors and Agency Heads shall continually review current security measures at work sites and, where needed, shall implement changes to make work sites safer for City of Detroit employees and the public;

7). All employees, including managers and supervisors, shall be responsible for reporting incidents of violence in the workplace or any potentially dangerous situation to their supervisors, the Violence in the Workplace Liaison in each department and agency, the Human Rights Department Workplace Violence Unit, or, where appropriate, to law enforcement authorities;

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8). No person shall be retaliated against for having made a good faith report or complaint on for participating in, or aiding an investigation of, an incident or threat of violence in the workplace; and

9). This Order and the Violence in the Workplace Policy does not cover allegations of violence committed by or against sworn police officers in the course of their official duties, which are to be referred to the Office of the Chief Investigator for the Board of Police Commissioners, or, as appropriate, law enforcement authorities.

Pursuant to the powers vested in me by the 1963 Michigan Constitution and by the 2012 Detroit City Charter, I, Michael E. Duggan, Mayor of the City of Detroit, issue this Executive Order. This Executive Order is effective upon its execution and filing with the City Clerk and supersedes Executive Order No. 12 issued by Mayor Dennis W. Archer on May 14, 1999, reissued by Mayor Kwame M. Kilpatrick on May 27, 2003 and Mayor Dave Bing on November 15, 2010.

Michael E. Duggan
Mayor, City of Detroit