



WORKPLACE VIOLENCE POLICY

The management of **Matsu Manufacturing Inc.** is committed to the prevention of workplace violence and is ultimately responsible for associate health and safety. Matsu will take whatever steps are reasonable to protect our associates from workplace violence from all sources.

Under the Occupational Health and Safety Act (OHSA)

S.1(1) Workplace Violence means,

- (a) the exercise of physical force by a person against an associate, in a workplace, that causes or could cause physical injury to the associate.*
- (b) an attempt to exercise physical force against an associate, in a workplace, that could cause physical injury to the associate*
- (c) a statement or behavior that it is reasonable for an associate to interpret as a threat to exercise physical force against an associate, in a workplace, that could cause physical injury to the associate*

Violent behaviour in the workplace is unacceptable from anyone. This policy applies to all associates, visitors, contractors, delivery persons etc. Everyone is expected to uphold this policy and to work together to prevent workplace violence.

Matsu Manufacturing Inc. as the employer, will ensure this policy and the supporting program are implemented and maintained. All associates and supervisors will receive appropriate information and instruction on the contents of the policy and program.

Supervisors will adhere to this policy and the supporting program. Team Leads & Supervisors are responsible for ensuring that measures and procedures are followed by associates and that associates have the information they need to protect themselves.

Every associate must work in compliance with this policy and the supporting program. All associates are encouraged to raise any concerns about workplace violence and to report any violent incidents or threats. There will be no negative consequences for reports made in good faith.

Management pledges to investigate and deal with all incidents and complaints of workplace violence in a fair and timely manner, respecting the privacy of all concerned as much as possible.

Signed


Tim McDonald
General Manager

Date: June 2022