

Workplace/Domestic Violence

Statement

Verizon Wireless is committed to providing a safe work environment. Violence or threats of violence in the workplace are strictly prohibited and will not be tolerated.

Verizon Wireless will take all steps necessary to protect its employees and customers from violent conduct. An employee will not be permitted to endanger co-workers or customers directly or indirectly. If an employee's continued presence at Verizon Wireless creates a potential for violence, the employee may be separated from the Company.

Provisions

Additionally, Verizon Wireless takes the problem of domestic violence and its effect in the workplace seriously. The Company is committed to working with an employee who is a victim of domestic violence to prevent abuse and harassment from occurring in the workplace. An employee who is the victim of domestic violence is encouraged to seek assistance from the [EAP](#) at 1-888-441-8674.

Prohibited Behaviors

For the purpose of this guideline, violent behavior is defined as follows:

- the actual direct or implied threat of harm to any person;
- the possession of weapons of any kind on Company property, in Company vehicles, or while on Company business (regardless of whether you have a permit to carry a weapon), or the brandishing of any object that could reasonably be construed as a weapon;
- loud, angry or disruptive behavior that is clearly not a part of the typical work environment;
- harassing or threatening phone calls;
- surveillance or stalking;
- the suggestion that violence is appropriate;
- the willful destruction or threat of destruction of Company property or the property of another person;
- the commission of a violent felony or misdemeanor on Company property or while on Company business;
- any acts or threats punishable under any criminal code provision relating to violence or threats of violence; or
- any other conduct that a reasonable person would perceive as constituting a threat of violence.

(Continued)

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Employee Responsibilities

An employee is required to maintain a positive work environment. Every employee is encouraged to report any hostile or violent actions or words to his/her supervisor, Human Resources and/or the Compliance Guideline at 1(800) 488-7900 or via email at Compliance@VerizonWireless.com.

Imminent Danger

If danger is imminent and the situation is life threatening, or if an injury and/or damage to Company property has already occurred, an employee should immediately take the following emergency steps:

- Call 911 to request law enforcement and medical assistance;
- Alert the building security guard of the situation;
- Contact a member of management; and
- Contact Human Resources for additional assistance.

References

For more information, refer to:

- Employee Assistance Program
- Standards of Conduct
- Verizon Wireless Code of Business Conduct

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