**Discussion Question and Assignment**

Student’s Name

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Course

Date

The first organizational policy for safety and security should be information security policy. This policy outlines the guidelines for securing confidential information within the organization. In the modern digital world, information is key. Digital threats provide unauthorized access to the organization’s information. This is likely to lead to financial losses, reputation damage and even face legal actions. The policy has been chosen for the following reasons; to ensure the organization knows how to handle sensitive data and allow only authorized access to sensitive data. To create channels for incident report and promote cybersecurity best practices.

Work Violence prevention policy should also be implemented. This policy is aimed at preventing and managing incidences of violence in the workplace. The consequences of workplace violence are detrimental to the organization hence should be prevented at all costs. This policy has been selected as it directly contributes to the organizations success by creating a safer and more respectful workplace. The policy is also useful in the following aspects, risk prevention, allowing for early intervention before conflict escalated. It also provides clear communication channels among employees with emphasis on empathy and professionalism leading to increased productivity which benefits the organization.

As a violence consultant, safety in the workplace is a duty of both the employer and the employees. Each party has specific responsibilities that play a crucial role in creating a violence free workplace. The employer responsibilities include, policy development. Employers should be able to create a violence policy which states actions that constitute workplace violence and outline the consequences of such actions. The policy should be clear and all employees need to be sensitized on its availability. They can also conduct risk assessment to check for any source of conflict. According to Brous (2018), the employer should create a reporting mechanism that allows reporting without fear of retaliation. Finally, they have to avail resources and provide support for the policies to work.

The employees on the other hand have responsibilities such as, creating awareness. Employees need to be wary of their environment and report incidences as well as educate each other of the company’s anti-violence policy. Employees should also engage in respectful and professional communication with each other to avoid conflict. They also need de-escalation skills to defuse tense situations. These include active listening, empathy and composure. Finally, employees should contribute to creating a peaceful and professional work environment by being empathetic and fostering open communication.

Identifying potential indicators of violence in the workplace actively contributes to eliminating violence in the workplace. Such indicators need to be identified and acted upon. These indicators include; Sudden behavioral changes – some employees or employers may suddenly become over aggressive and confrontational (Kumari et al., 2020). While others may withdraw socially. Such need to be noticed and acted upon as it is likely to cause conflict. The other potential indicator is threats and intimidation – when co-workers threaten and intimidate others, the action is likely to lead to workplace violence. The intimidation may be through verbal or written letters as well as violent fantasies and expressions.

Another potential indicator is unresolved conflicts. Past conflicts that may have escalated quickly in the past may contribute to aggressiveness and grudges within the workplace. When unchecked they may lead to workplace violence. Excessive interest in violence is also a potential indicator. Consumption of violent media within the workplace should be discouraged as it may lead to admiration for the culprits of workplace violence. Substance abuse is likely to lead to impaired judgement and heightened aggression (Kumari et al., 2020). This aggression may translate to violence when communication among colleagues is not done the right way, hence increased substance abuse or intoxication during work hours is a potential indicator.

Policies should be set to prevent workplace violence. The policies should be well defined and structured in a clear and concise language outlining how to address potential issues. Workplace violence prevention policy should be implemented first. This defines all forms of workplace violence, outline consequences and encouraging reporting of potential violence with the assurance of anonymity. The second policy should be to develop a code of conduct that all co-workers should not only be aware of but also sign. The conduct should emphasize professional behavior, communication guidelines and company’s commitment to a violence-free workplace.

An Anti-Bullying and harassment policy should also be implemented. This policy should clearly define bullying and provide examples of unacceptable behavior within the workplace. The reporting channels for both victims and witnesses to bullying should also be predefined and structured to allow for anonymity and confidentiality. A threat assessment policy should also be put in place. This allows the company to identify the potential indicators of workplace violence. Finally, the last policy is conflict resolution. The policy should provide guidelines on how conflict is resolved in the company. This enables open communication and cooperation with the intention of not only resolving but also preventing future conflict.

Failure to identify and act of risks that are likely indicators of workplace violence is catastrophic to any organization’s progress. The consequences are likely to affect several aspects within the organization and reflect on its image. The first consequence for the organization is financial setback. Failure to address indicators of conflict may lead to conflict which may lead to legal penalties and fines. Operational disruptions as a result of conflict affects productivity hence financial losses. The second is reputation damage. The image of the organization is likely to be tarnished based on unresolved conflicts, history of violence behavior within the workplace and security breaches.

Employee dissatisfaction is also another consequence. In this aspect employees may feel unsafe and unheard. With such there will be decreased morale and hence productivity, these generally affect the organization’s performance. According to Mento et al., (2020) resourceful employees may choose to resign or switch to their competitors. The other consequence is loss of investor confidence. For business organizations, loss of investor confidence is likely to affect the company’s performance. With little or no resources, the organization becomes doomed to fail. Metrics such as share price is likely to be impacted the hardest with lack of investors.

**References**

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