



Workplace Violence Prevention Policy Hunter Express US Inc. – Michigan

1. Policy Statement

Hunter Express US Inc. is committed to maintaining a **safe, secure, and violence-free work environment** for all employees, drivers, contractors, and visitors.

Workplace violence is strictly prohibited and will not be tolerated under any circumstances. This policy supports compliance with:

- MIOSHA workplace safety requirements
- OSHA workplace violence prevention guidance
- DOT/FMCSA safety obligations for safety-sensitive operations

2. Scope

This policy applies to:

- All employees (drivers, dispatch, mechanics, office staff)
- Independent contractors and leased drivers (as applicable)
- Visitors, vendors, and customers

It covers conduct occurring:

- At terminals, yards, and offices
- Inside company vehicles and sleeper cabs
- At customer locations and loading docks
- At truck stops, rest areas, and during work-related travel

3. Definition of Workplace Violence

Workplace violence includes **any act or threat of physical violence, harassment, intimidation, or disruptive behavior** that occurs at the workplace or during work-related activities.

Examples include:

- Physical assault or fighting
- Verbal threats or intimidation
- Harassment that escalates to threats
- Brandishing or use of weapons
- Property damage
- Aggressive behavior or road rage involving company drivers
- Domestic violence that impacts the workplace

4. Prohibited Conduct

The following are strictly prohibited:

- Threatening harm to any person
- Physical violence or attempted violence

- Bringing weapons to company premises or vehicles (unless explicitly authorized by law and company policy)
- Intimidation, stalking, or coercion
- Verbal abuse that creates fear or unsafe conditions
- Reckless driving or aggressive behavior while operating company vehicles

5. Transportation-Specific Risks & Expectations

Due to the nature of trucking, employees must:

- Maintain calm and professional behavior in **high-stress traffic situations**
- Avoid **road rage or confrontations with other drivers**
- Immediately disengage from unsafe situations at:
 - Truck stops
 - Shipping/receiving docks
 - Roadside incidents

Drivers must **prioritize personal safety over schedules or delivery timelines.**

6. Weapons Policy

To ensure safety:

- Weapons of any kind are **prohibited** on company property, in vehicles, or during work duties unless:
 - Required by law enforcement personnel, or
 - Expressly authorized by company policy in compliance with Michigan law

This includes:

- Firearms
- Knives (outside normal tool use)
- Clubs or other harmful objects

7. Reporting Workplace Violence

Employees must report any of the following **immediately**:

- Threats or acts of violence
- Suspicious behavior
- Domestic situations that may affect workplace safety
- Road incidents involving aggressive behavior

Reporting Channels:

- Supervisor or dispatcher
- HR department
- Safety/compliance officer
- Emergency services (911 when appropriate)

Reports may be made **without fear of retaliation.**

8. Emergency Response

In case of immediate danger:

1. Call **911**
2. Move to a safe location
3. Notify dispatch or supervisor as soon as possible

Drivers should:

- Stay in secure areas
 - Avoid confrontation
 - Lock vehicle doors when necessary
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9. Investigation & Response

All incidents will be:

- Promptly investigated
- Documented thoroughly
- Addressed with appropriate corrective action

The company may:

- Interview witnesses
 - Review dashcams, logs, or communication records
 - Coordinate with law enforcement when needed
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10. Corrective & Disciplinary Action

Violations of this policy may result in:

- Verbal or written warnings
 - Suspension
 - Termination of employment
 - Removal from safety-sensitive duties
 - Reporting to law enforcement
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11. Domestic Violence Considerations

The company recognizes that domestic violence may impact workplace safety.

Employees are encouraged to:

- Inform management of protective orders or threats
- Request reasonable accommodations

The company may:

- Adjust schedules or routes
 - Provide workplace safety measures
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12. Anti-Retaliation

Retaliation against individuals who:

- Report workplace violence
- Participate in investigations

is strictly prohibited.

Violators will face disciplinary action.

13. Responsibilities

Employees:

- Follow all safety rules
- Report concerns promptly
- Avoid escalating conflicts

Drivers:

- Maintain professional driving conduct
- Avoid confrontations
- Report road incidents immediately

Supervisors/Dispatch:

- Take all reports seriously
- Escalate concerns to HR/Safety
- Ensure immediate response to risks

Company:

- Maintain a safe work environment
 - Provide training and resources
 - Enforce policy consistently
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14. Training

All employees will receive:

- Workplace violence prevention training
- De-escalation techniques
- Emergency response procedures

Supervisors and drivers will receive additional training on:

- Conflict management
 - Road safety and stress management
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15. DOT Safety Integration

Violence prevention is part of the company's **safety management system**:

- Violent or aggressive behavior may be treated as a **safety violation**
 - Drivers may be removed from duty if behavior poses a risk
 - Incidents affecting safety may impact driver qualification status
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16. Policy Acknowledgment

All employees must sign an acknowledgment confirming:

- They have read and understood the policy
- They agree to comply with its provisions