

RESOLUTION 2022-61

**RESOLUTION OF THE CITY COUNCIL ADOPTING ABUSIVE CONDUCT POLICY
GOVERNING ALL CITY EMPLOYEES**

WHEREAS the City of Imperial maintains a workforce of over one hundred employees; and

WHEREAS the City believes in promoting a safe and healthy working environment; and

WHEREAS the City Council wishes to establish consistent standards and a policy that promotes such standards.

NOW, THEREFORE, BE IT RESOLVED:

1. The above-referenced recitals are true and correct; and
2. It is expected that all employees and officials to behave professionally and treat all other employees, interns, contractors, vendors, visitors and/or members of the public with courtesy, dignity and respect.
3. Conduct prohibited by this policy will be treated as a disciplinary matter and could result in discipline, up to and including termination.

APPROVED, PASSED AND ADOPTED, at the regular meeting of the City Council this 21st day of September, 2022.

Geoff Dale, Mayor

ATTEST:

City Clerk

POLICY NAME: ABUSIVE CONDUCT	AUTHORITY: CITY OF IMPERIAL
APPLICATION: ALL EMPLOYEES	DATE APPROVED:

City of Imperial is committed to having a positive working environment. The City of Imperial expects all employees to behave professionally and treat all other employees, interns, contractors, vendors, visitors and/or members of the public with courtesy, dignity and respect.

Likewise, abusive conduct towards others in the workplace is prohibited. Abusive conduct is the conduct of an employer or employee in the workplace that a reasonable person would find hostile, offensive, and unrelated to an employer's legitimate business interests. Abusive conduct may include, but is not limited to, repeated infliction of verbal abuse, such as the use of derogatory remarks, insults, and epithets, verbal or physical conduct that a reasonable person would find threatening, intimidating, or humiliating, or the gratuitous sabotage or undermining of a person's work performance. A single act shall not constitute abusive conduct, unless especially severe and egregious.

Legitimate, reasonable, and constructive criticism of a worker's performance or behavior, reasonable instructions given to workers in the course of their employment, or good faith employment actions do not amount to conduct prohibited by this policy.

It is recommended that, whenever possible, employees address incidents of incivility or abusive conduct towards them directly with the individual responsible for the behavior. If the employee is not comfortable or able to do that, conduct believed to be in violation of this policy should be reported to a supervisor, manager and/or Human Resources.

The City of Imperial takes all allegations of abusive treatment and conduct seriously, and will address them promptly. The City will not take any adverse employment action against an employee who makes a good faith report of a violation of this policy.

Conduct prohibited by this policy will be treated as a disciplinary matter and could result in discipline, up to and including termination.

Nothing in this policy is intended to restrict an employee's rights to engage in legally protected conduct, such as concerted activity.

Pursuant to AB 2053, training on prevention of abusive conduct in the workplace will be provided to all employees every two years, in addition to the harassment training requirement for supervisory employees.

Employee Name

Employee Signature

Date