

# NBSIA Member Services Safety Bulletin

February 2024

## WORKPLACE VIOLENCE PREVENTION PLAN

The Workplace Violence Prevention Plan (WVPP) SB 553 was signed into law during the 2023 legislative session. This legislation mandates employers to add to their injury and illness prevention program (IIPP) and include a workplace violence prevention plan (WVPP), effective July 1, 2024

### Creating a WVPP will require the following:

- The plan must be in writing and easily accessible to employees, authorized employee representatives, and to Cal-OSHA representatives at all times.
- The WVPP can be incorporated as a standalone section in the IIPP.
- The WVPP must clearly identify the names or job titles of the individuals responsible for implementing the plan.
- Establish an effective procedure for active participation in identifying, evaluating and correcting workplace violence hazards as well as training, reporting and investigations.
- Define methods that the employer will use to coordinate implementation.
- Develop effective procedures to accept and respond to reports of workplace violence concerns, ensure compliance, and communication.
- Establish employee reporting methods.
- Implement effective means to alert employees of workplace violence emergencies, evacuation or sheltering plans, and obtaining assistance from staff.
- Develop procedures to provide trainings for employees, including identification and evaluation of workplace violence hazards and procedures to correct the hazards. Ensure that training materials are appropriate in content and vocabulary to the educational level, literacy, and language of the employees.
- Establish procedures for post-incident response and investigations, and review of the effectiveness of the plan at least annually.
- Maintain training records including training dates or a summary of the sessions, names and qualifications of the individuals conducting the training, and names and job titles of all persons attending the sessions.

### NBSIA is hosting a webinar on the Workplace Violence Prevention Program.

The webinar customized for NBSIA districts and county offices will identify and explain all aspects of the required Violence Prevention Program that will be effective July 1, 2024. The program requires each employer to create and implement a written Workplace Violence Prevention Plan, train employees and supervisors on workplace violence matters, create and maintain a violent incident log, and keep records of all training and violent workplace incidents that occur.

**Wednesday, February 14, 2024**

**1:30pm-3:30pm**

Click [here](#) to register.

### Sources

[https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202320240SB553](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB553)



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