

POLICY 723 WORKPLACE BULLYING

1. Purpose. The County is committed to providing a workplace that is free from bullying. All employees have a right to work in an environment free from bullying, and to be treated with dignity and respect. All managers and supervisors are responsible for actively intervening to prevent and stop bullying behavior that is occurring in their workplaces, whether or not a complaint is received.

2. Scope

2.1 This policy applies to all employees and applicants for employment with Eau Claire County, whether sworn, regular, reserve, or civilian, and all volunteers.

3. Definitions

3.1 Bullying means repeated, malicious, unwelcome, severe and pervasive mistreatment that harms, intimidates, offends, degrades or humiliates an employee, whether verbal, physical or otherwise, at the place of work and/or in the course of employment.

3.2 Bullying includes conduct that a reasonable person would find hostile, offensive, and unrelated to the employer's legitimate business interests. The following list may be considered bullying behavior. This list is not intended to be exhaustive:

3.2.1 Staring, glaring or other nonverbal demonstrations of hostility;

3.2.2 Exclusion or social isolation in the workplace;

3.2.3 Excessive monitoring or micro-managing;

3.2.4 Work-related harassment (work-overload, unrealistic deadlines, meaningless tasks);

3.2.5 Being held to a different standard than the rest of an employee's work group;

3.2.6 Consistent ignoring or interrupting of an employee in front of co-workers;

3.2.7 Personal attacks (angry outbursts, excessive profanity, or name-calling);

3.2.8 Encouragement of others to turn against the targeted employee;

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- 3.2.9** Sabotage of a co-worker's work product or undermining of an employee's work performance;
 - 3.2.10** Stalking;
 - 3.2.11** Invasion of another's person's personal space or personal property;
 - 3.2.12** Unreasonable interference with an employee's ability to do his or her work;
 - 3.2.13** Repeated infliction of verbal abuse, such as the use of derogatory remarks, insults and epithets;
- 3.3** The County does not consider the following behaviors bullying:
- 3.3.1** Reasonable management practices, including performance management and disciplinary procedures;
 - 3.3.2** A direction to carry out reasonable duties and instructions; and
 - 3.3.3** A direction to comply with Eau Claire County's policies, procedures, or department work rules.

4. Reporting

- 4.1** Employees who believe they have experienced conduct that they believe violates this policy, or who have concerns about such matters, should report their complaints verbally or in writing to his or her supervisor, department head, or their department Human Resources Partner.