

Workplace Violence Prevention Policy

Beginning June 2, 2025, covered retail employers must adopt a workplace violence prevention policy. The law specifies that, at a minimum, such policy should:

(i) outline a list of factors or situations in the workplace that might place retail employees at risk of workplace violence, including but not limited to:

- (A) working late night or early morning hours;
- (B) exchanging money with the public;
- (C) working alone or in small numbers; and
- (D) uncontrolled access to the workplace.

(ii) outline methods that the employer may use to prevent incidents of workplace violence, including but not limited to establishing and implementing reporting systems for incidents of workplace violence;

(iii) include information concerning the federal and state statutory provisions concerning violence against retail workers and remedies available to victims of violence in the workplace and a statement that there may be applicable local laws; and

(iv) clearly state that retaliation against individuals who complain of workplace violence or the presence of factors or situations in the workplace that might place retail employees at risk of workplace violence, or who testify or assist in any proceeding under the law is unlawful.

Workplace Violence Prevention Training Program

Also effective June 2, 2025, covered retail employers must establish an interactive workplace violence prevention training program that includes, at a minimum:

- (i) information on the requirements under the Act;
- (ii) examples of measures retail employees can use to protect themselves when faced with workplace violence from customers or other coworkers;
- (iii) de-escalation tactics;
- (iv) active shooter drills;
- (v) emergency procedures;
- (vi) instruction on the use of security alarms, panic buttons and other related emergency devices;
- (vii) information addressing conduct by supervisors and any additional responsibilities for such supervisors, including ways to address workplace specific emergency procedures; and
- (viii) training on areas of previous security problems.

As part of this training, every employer is required to communicate to each employee a site-specific list of emergency exits and meeting places in case of emergency.