



# Agricultural Marketing Service

U.S. DEPARTMENT OF AGRICULTURE

April 10, 2023

## **WORKPLACE VIOLENCE PREVENTION POLICY STATEMENT**

A work environment free of violence is critical to the welfare of Agricultural Marketing Service (AMS) employees, customers and visitors, and the operational efficiency of our programs. I am committed to maintaining an environment free from violence, threats of violence, harassment, intimidation, and other disruptive behavior. While this kind of conduct is not pervasive in AMS, no workplace is immune.

Disruptive behavior at one time or another can affect every workplace. However, workplace violence in AMS will **NOT** be tolerated and any employee engaging in workplace violence will be disciplined and may be removed from service.

The United States Department of Agriculture (USDA) Department Regulation 4200-001, [Workplace Violence Prevention and Response Program | USDA](#), defines the policy of the Workplace Violence Prevention and Response Program. Do not ignore violent, threatening, harassing, intimidating, or other disruptive behavior in the workplace. If you observe or experience such behavior by anyone while on duty, whether the person is a coworker, an industry representative, a client, or another Federal employee, report it immediately to your supervisor and the AMS Workplace Violence Prevention Coordinator point of contact, [Lawrence.McNamee@usda.gov](mailto:Lawrence.McNamee@usda.gov), 202-748-2819. You may also report such behavior to the USDA Workplace Violence Prevention Hotline, 202-603-5266. Such reports are taken seriously and will be pursued.

In order to promote a peaceful work environment, we encourage employees and supervisors to enroll in courses on effective communications, problem solving, building effective working relationships, stress management, or similar course topics. The Employee Assistance Program, 1-800-222-0364, offers confidential services to employees seeking guidance on how to cope with work-related or personal issues. The Employee Relations website offers useful links, [Employee Relations | USDA](#). You may also contact the AMS' Alternative Resolution Program, 202-631-0734, to resolve conflicts among coworkers, within work groups, or between employees and supervisors. This policy remains in effect until rescinded.

Working together, we can maintain a safe and productive work environment for all.

  
Bruce Summers  
Administrator