

Workplace Assessment Questionnaire

1. Workplace Assessment Questionnaire

The United Church of Canada has an obligation under Bill 168 of the Occupational Health and Safety Act to provide a safe working environment, free from harassment and violence. It is important that we understand the work environment from the perspective of our employees, and are therefore asking for your feedback.

Please take a few minutes to answer the following questions regarding abuse, harassment and violence in our workplace.

It would be appreciated if this could be completed by February 1, 2011.

2. Verbal Abuse

Verbal abuse is defined as abusive behavior involving the use of language with or without the use of expletives.

1. Have you experienced verbal abuse while an employee of this organization?

Yes

No

2. What was the relationship of the abuser to you?

colleague

member of the church

supervisor

public (includes all visitors)

volunteer/elected member

other

Other (please specify)

3. If you experienced verbal abuse, did you report the incident(s)?

Yes

No

4. If yes, did you report the incident(s)

Verbally?

In writing?

3. Written Abuse

Written abuse is defined as abusive behavior involving the use of written language with or without the use of expletives; may include remarks made on websites/blogs.

1. Have you experienced written abuse while an employee of this organization?

Yes

No

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2. If yes, did you report the incident(s)?

Yes

No

3. If yes, did you report the incident(s)

Verbally?

In writing?

4. What was the relationship of the abuser to you?

colleague

member of the church

supervisor

public (includes all visitors)

volunteer/elected member

other

Other (please specify)

5. Have you experienced harassment while an employee of this organization?

Harassment is described as engaging in a course of vexatious comment or conduct that is known or ought reasonably to be known to be unwelcome

Yes

No

6. If yes, did you report the incident(s)?

Yes

No

7. If yes, did you report the incident(s)

Verbally?

In writing?

8. What was the relationship of the abuser to you?

colleague

member of the church

supervisor

public (includes all visitors)

volunteer/elected member

other

Other (please specify)

4. Physical Violence

Physical violence is described as the exercise of physical force that causes or could cause physical injury; or an attempt to exercise physical force.

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1. Have you experienced a threat of physical violence while an employee of this organization?

Physical violence is described as the exercise of physical force that causes or could cause physical injury; or an attempt to exercise physical force

Yes

No

2. If yes, did you report the incident(s)?

Yes

No

3. If yes, did you report the incident(s)

Verbally?

In writing?

4. What was the relationship of the abuser to you?

colleague

member of the church

supervisor

public (includes all visitors)

volunteer/elected member

other

Other (please specify)

5. Have you experienced a physical assault or attack while an employee of this organization?

Yes

No

6. If yes, did you report the incident(s)?

Yes

No

7. If yes, did you report the incident(s)

Verbally?

In writing?

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8. What was the relationship of the abuser to you?

- colleague
- supervisor
- volunteer/elected member
- member of the church
- public (includes all visitors)
- other

Other (please specify)

5. General Questions

1. Do you ever work alone or with a small number (2-3) of co-workers?

- Yes No

2. Do you ever work in a community-based setting?

- Yes No

3. Do you ever work late into the evening, past 7:00 p.m., or early in the morning, prior to 7:30 a.m.?

- Yes No

4. Are you concerned about violence on the job?

- Yes No

5. If yes, what are your concern(s)?

6. Do you believe that your concern(s) represent a:

- high risk medium risk low risk

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7. Please indicate which Unit you work in? This is required to determine if some Units experience a higher risk than others.

- Aboriginal Ministries Circle
- Communities in Mission
- Financial Services
- Financial Stewardship
- Human Resources
- Justice Global & Ecumenical Relations
- Office of the Moderator and General Secretary
- Resource, Production and Distribution