

Workplace Policy

Where Do I Start?

- Establish Company Position
- Developing Guidelines
- Training Employees
- Approaching Victims of Violence
- DV Checklist: Threat Assessment
- Implementing Safety Procedures
- Generating Awareness
- The Role of the Union
- DV Policy Links
- Generic DV Policy Sample
- Altria Group, Inc. Policy
- Liz Claiborne DV Policy
- Mintz Levin DV Policy

Liz Claiborne Inc. Domestic Violence Policy (Part Two of Two)

Community Agencies

Liz Claiborne Inc. encourages victims and other associates to contact community agencies for resources and referrals. Many provide free services for safety planning, counseling, support groups, shelter, and legal assistance. To contact these resources and receive referrals call the following numbers, which are available twenty-four (24) hours a day and seven (7) days a week:

National Domestic Violence Hotline	1-800-799-SAFE (7233)
Center for Victims of Crime	1-800-374-2255
NJ Coalition for Battered Women	1-800-572-7233
NY Coalition Against Domestic Violence	1-800-942-6906
PA Coalition Against Domestic Violence	1-800-932-4632
RI Council on Domestic Violence	1-401-467-9940
YWCA of Greater Cincinnati DV Hotline	1-888-872-9259
Safe Horizon (NY-Metro only)	1-800-621-HOPE (4673)
Los Angeles County Rape & Battering Hotline	1-310-392-8381
Los Angeles County Domestic Violence Hotline	1-800-978-3600
Safelink (Massachusetts statewide hotline)	1-877-785-2020

Liz Claiborne Inc. will not discriminate against domestic violence victims or associates perceived as domestic violence victims in hiring, firing, staffing, or other terms, conditions, or privileges of employment.

Liz Claiborne Inc. is aware that domestic violence victims may have performance problems such as chronic absenteeism, tardiness or lower productivity as a result of domestic violence. When addressing performance and safety issues, Liz Claiborne Inc. will make reasonable efforts to consider all aspects of the associate's situation and, to the extent possible, utilize reasonable options to help resolve the performance and/or safety problems. If reasonable attempts to resolve the performance and/or safety problems are unsuccessful, Liz Claiborne Inc. may have to take appropriate action.

B. Temporary or Permanent Protective/Restraining Orders

Any associate who obtains a temporary or permanent order of protection from a court, which lists Liz Claiborne Inc. locations as protected areas, must provide Corporate Security with a copy of the petition and court order. In addition, the associate must provide Corporate Security with the following information on the abuser: a photograph picture or physical description, description of automobile and license plate number, and any other information Corporate Security needs for the security of the workplace.

C. Associates who Commit Acts or Threats of Domestic Violence

Any associate who commits acts/threats of domestic violence at the workplace or while using workplace resources, will be subject to disciplinary action, which may include but is not limited to dismissal. If appropriate, law enforcement will be contacted, which may result in arrest, criminal charges, and/or prosecution. Workplace resources include, but are not limited to, phones, fax machines, e-mail, mail, automobiles, pagers, office supplies, and photocopy machines.

Some job positions may give an associate access to certain types of information or resources. If that associate intentionally uses this access to enable an abuser to harm/contact a victim, that associate and abuser, if an employee, will be subject to disciplinary action, which may include but is not limited to dismissal. If appropriate, law enforcement will be contacted, which may result in arrest, criminal charges, and/or prosecution.

Liz Claiborne Inc. recognizes that abusers also need assistance and resources. We will provide, when appropriate, referrals to our Employee Assistance Program and/or Batterers' Intervention Programs, defined as programs designed to eliminate violence in intimate relationships, stop other forms of abusive behavior and increase victim safety.

D. Law Enforcement and Legislation

Liz Claiborne Inc. will cooperate to the fullest extent legally possible with law enforcement and other appropriate government agencies. In addition, this policy should not be interpreted to violate or contradict any local, state or federal law that is applicable to Liz Claiborne Inc.

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[Click here to read the Liz Claiborne Inc. Policy on Workplace Violence](#)

This Web site is provided as an informational resource only and is not intended to be legal or professional advice. If you have questions about the application of issues raised to your particular situation, seek the advice of a competent attorney or other professional.

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