



## Workplace Domestic Violence, Sexual Assault, and Stalking Policy Checklist

A workplace domestic violence, sexual assault, and stalking (DVSAS) policy is an important tool to help prevent and respond to the impacts of DVSAS in the workplace. The strength of such a policy depends on its ability to address the broad effects DVSAS has on individuals in the workplace and the ways in which DVSAS impacts work.

This checklist highlights essential elements of a strong and responsive policy. Employers and those in charge of developing and approving workplace policies should use this checklist to make sure their DVSAS policy is comprehensive.

Check if your current workplace policy does the following:

- Incorporates references to your DVSAS policy in all relevant sections of any pre-existing employee policies, handbooks, and manuals
- Defines all relevant forms of violence that your DVSAS policy is intended to protect against or refers to, including domestic violence, dating violence, sexual assault/violence, sexual harassment, and stalking.
- Defines and covers all employment and work-related relationships to whom the DVSAS policy applies, including subordinate/superior relationships, contractors, vendors, unpaid and paid interns, and third-parties, such as clients, patients or customers.
- Defines and covers all employment and work-related spaces where the DVSAS policy applies, including physical and remote work locations, conferences, trainings, and social events associated with work.
- Outlines the terms of confidentiality, when a disclosure of confidential information is necessary, and how those involved will be notified.

- Details protocols for those who wish to report DVSAS for purposes of obtaining support from their workplace.
- Describes the protocols for requesting workplace safety accommodations for those covered by your DVSAS policy.
- Describes the steps an employer may take to support an individual's safety plan.
- Affirms non-discrimination and non-retaliation against individuals exercising their rights through the DVSAS policy.
- Details protocols for employees who have witnessed or are concerned about another employee who may be experiencing DVSAS.
- Details the employers' response to individuals perpetuating harm including investigations, consequences, and accountability measures.
- Identifies local and national resources to provide for those experiencing DVSAS.

For guidance on developing a DVSAS policy language, please visit <https://www.workplacesrespond.org/resource-library/model-guidelines/>.

Strengthening your workplace policy is an important step in supporting the safety and wellbeing of employees. But, a policy is only as effective as its implementation. For support in the development and implementation of a policy and program to address DVSAS in the workplace, please contact the Workplaces Respond Team at [workplacesrespond@futureswithoutviolence.org](mailto:workplacesrespond@futureswithoutviolence.org).

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