1.0 POLICY:

The Company is committed to providing its employees with a safe, healthy and secure work environment. The presence of weapons and the occurrence of violence in the workplace are inconsistent with these objectives. The Company requires all employees to report to the work site without possessing weapons and to perform their job without violence toward any other individual. Employees who are victims of or witnesses to violence at the workplace are to immediately report such conduct to their supervisors or their Human Resources Department.

2.0 PURPOSE:

All employees have the right to work in an environment free from violence, threats and intimidation. The Company takes all threats of violence seriously. The Company has developed this Policy in an effort to prevent violence at the workplace and to protect employees who are the targets or victims of violence or threatened violence.

3.0 SCOPE

All employees of Charles River Laboratories International, Inc. (and its affiliates and subsidiaries), as well as applicants for employment, vendors and visitors on Company property.

4.0 DEFINITIONS:

4.1 Violence: Includes any physical assault, threatening behavior or verbal abuse occurring in the Workplace by employees or third parties, including, without limitation, those prohibited acts set forth in Section 5.

4.2 Weapon: Any device designed or used to inflict bodily injury or death, including but not limited to, a device made or adapted for delivering or shooting an explosive weapon.

4.3 Workplace: Includes any location, either permanent or temporary, where an employee performs any work-related responsibilities or activities, including but not limited to, buildings and surrounding perimeters, parking lots, fields, alternate work locations, Company vehicles, travel to and from work assignments whether or not in a Company vehicle, off-site business-related functions (such as conferences and trade shows), social events related to work and clients’ property.
5.0 PROHIBITED ACTIVITIES:

The Company specifically prohibits any type of violent or intimidating conduct at the Workplace including, without limitation, the following conduct:

5.1 Use, possession, sale, storage or brandishing of a Weapon or an object that appears to be a Weapon.

5.2 Injuring or threatening to injure another person physically.

5.3 Engaging in, or threatening behavior that creates a reasonable fear of injury to another person, including verbal and non-verbal or physical threats, threatening gestures or statements.

5.4 Intentionally damaging, or threatening to damage property of the Company, customer or another person.

5.5 Refusing to submit to an inspection for the presence of a Weapon that is reasonably requested by the Company.

5.6 Refusing to participate in an investigation pertaining to allegations or reasonable suspicion that this Policy s or has been or is about to be violated.

5.7 Making of a threat that places another person in fear for his/her safety.

Any action taken will be in accordance with, and to the extent permitted, by local laws.

6.0 PRACTICES:

6.1 Human Resources will check references of all prospective employees and conduct criminal background checks (to the extent permitted by local law) of all prospective employees and shall require all staffing agencies to perform the same procedures for prospective temporary employees assigned to work at the Workplace. Any evidence of a prior violent criminal background will be reported to Corporate and/or local Security prior to any offer of employment.

6.2 An employee who witnesses Violence must report the incident to his/her supervisor or Human Resources immediately. Employees are to report any behavior they have witnessed which they regard as threatening or potentially violent.

6.3 Supervisors are responsible for reporting any allegations, threats or acts of Violence which they receive to Human Resources immediately. Human Resources is responsible for reporting such incidences to Corporate and/or local Security.

6.4 No employee who makes a bona fide report of Violence or a threat of Violence, or who participates in an investigation of such an incident, shall be subject to retaliation. Retaliation includes actions which adversely affect the terms and conditions of employment, and includes, but is not limited to, acts of discrimination, intimidation and coercion. Complaints of retaliation will be investigated and appropriate disciplinary action will be taken up to and including employment termination.

6.5 All allegations, acts, or threats of Violence which are reported to Human Resources, Corporate and/or local Security, Corporate Legal, or other corporate departments will be investigated as soon as possible. In consultation with Human Resources and the Legal Department, an investigation may include requiring the employee to be drug/or alcohol tested (pursuant to the Company's Drug and Alcohol Policy). An employee who is the subject of an investigation may be asked to leave the Workplace for the duration of the investigation. The employee may continue to receive their regular compensation during such leave. The Company will also take action when informed of acts or threats that may not constitute Violence, and upon completion of the investigation a decision regarding disciplinary action will then be made with the supervisor and Human Resources. If the
employee remains employed, they may be assisted in obtaining counseling by directing them to appropriate resources, including the Employee Assistance Program (EAP) where applicable. Reports or incidents warranting confidentiality will be handled appropriately and information will be disclosed to others only on a need-to-know basis.

6.6 If an investigation into an incident of Violence or threatened Violence substantiates that Violence or a threat of Violence has occurred, the Company will take all necessary steps to protect its employees from further incidents, including but not limited to, heightening security, disciplining the employee who committed the Violence or threat as appropriate, granting the employee/victim and/or the employee who committed the Violence or threat a leave of absence, and referring either or both the victim and employee who committed the Violence or threat for counseling.

6.7 Upon reasonable suspicion that Violence with a Weapon has or is likely to occur in the Workplace or that an employee is in possession or has possessed a Weapon in the Workplace, the Company may search any area of the Workplace (including employees' personal property to the extent permitted by applicable law) for Weapons at any time and without advance notice to or consent from employees.

6.8 Any employee who applies for or obtains a protective or restraining order (or similar order) which lists a Company employee, or the Workplace as being a protected area, must provide a copy of (a) any temporary protective or restraining order which is granted, and (b) any protective or restraining order which is made permanent to Human Resources.

6.9 Any employee who is involved in a criminal justice process as a complainant/victim and is protected by a "no contact order" (or similar order) is encouraged to furnish a copy of such order to Human Resources, to the extent permitted by applicable law.

6.10 Any employee, who is the respondent in a civil protective proceeding, and/or the defendant/offender in a criminal "no contact" proceeding and for whom the complainant/victim is an employee, is required to furnish a copy of the criminal and/or civil order to Human Resources.

6.11 Upon receipt of an order described in Sections 6.8, 6.9, or 6.10 above, Human Resources along with Corporate and/or local Security and the Corporate Legal Departments shall develop a plan ensuring compliance with the order, to the extent reasonably possible, and promoting the safety of the employee and others at the Workplace. Any such plan shall not penalize the complainant/victim.

6.12 At the Company's discretion, an employee exhibiting warning signs, symptoms and/or risk factors that indicate Violence, including but not limited to those included in this Policy, may be placed on a paid leave of absence and (to the extent permitted by local law) may be required to submit to a medical evaluation to determine the employee's fitness-for-duty. Human Resources shall consult with the employee's supervisor, Corporate and/or local Security and the Corporate Legal Department to determine the employee's fitness-for-duty based on the evaluation. All evaluation records shall be maintained in a confidential manner.

6.13 Where a supervisor suspects that an employee has a work-related and/or personal problem, the supervisor should, in consultation with Human Resources, recommend that the employee contact the Company's EAP provider, where applicable, for counseling and support.

7.0 EMERGENCY SITUATIONS:

7.1 If Violence appears to be imminent, employees should take the precautions necessary to assure their own safety and the safety of others. Employees who confront or encounter an armed person or a person who appears to be dangerous, should not attempt to challenge or disarm the individual.
7.2 If a supervisor or security officer can be safely notified of the need for assistance without endangering the safety of the employee or others, such notice should be given. The employee should also notify law enforcement by calling the local emergency number (e.g., '911' in the United States).

7.3 Upon receipt of a report of Violence or imminent Violence at the Workplace by Security and/or a supervisor, Security and/or a supervisor shall immediately notify local law enforcement, and all employees are required to follow the instructions of law enforcement.

8.0 GENERAL:

8.1 Nothing in this policy shall be deemed to limit the reasonable exercise of management's rights of the Company. In that regard, and without limitation, the exercise of management rights does not constitute harassment. Likewise, nothing in this Policy limits the Company’s rights to intervene, investigate and/or take all actions it deems appropriate when informed of acts or threats of Violence regardless if such are determined to qualify as Violence.

8.2 The Company reserves the right to amend or terminate this Policy as the Company deems necessary.

8.3 An employee who violates this Policy will be subject to disciplinary action. Such disciplinary action may range from counseling to termination of employment, and may include such other forms of disciplinary action as the Company deems appropriate under the circumstances.

8.4 This Policy is intended to comply with all local laws. In the event a local law conflicts with this policy, such local law shall supersede the conflicting terms of this Policy.