## The Team

The Team shall consist of the Plan Coordinator, and a management representative of each department. The Team shall also invite all employees and other persons (such as authorized representatives) who have input to improve the Plan to attend the Meeting and to provide input.

THE PLAN COORDINATOR

The Plan Coordinator shall be the contact point for reports of workplace violence and coordinate the investigation and response to such reports. Create and maintain Incident Reports of workplace violence, including threats of violence, the Workplace Violence Log and all related records.

The Plan Coordinator is: [Name of Coordinator]

Position of Coordinator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location of Coordinator:

Phone Number of Coordinator:

Email address of Coordinator:

 THE TEAM

TEAM MEMBER: [Name of Team Member]

Position of Team Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number of Team Member:

Email address of Team Member:

TEAM MEMBER: [Name of Team Member]

Position of Team Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number of Team Member:

Email address of Team Member:

TEAM MEMBER: [Name of Team Member]

Position of Team Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number of Team Member:

Email address of Team Member:

TEAM MEMBER: [Name of Team Member]

Position of Team Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number of Team Member:

Email address of Team Member:

TEAM MEMBER: [Name of Team Member]

Position of Team Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number of Team Member:

Email address of Team Member:

TEAM MEMBER: [Name of Team Member]

Position of Team Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number of Team Member:

Email address of Team Member:

TEAM MEMBER: [Name of Team Member]

Position of Team Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number of Team Member:

Email address of Team Member:

TEAM MEMBER: [Name of Team Member]

Position of Team Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number of Team Member:

Email address of Team Member:

TEAM MEMBER: [Name of Team Member]

Position of Team Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number of Team Member:

Email address of Team Member:

TEAM MEMBER: [Name of Team Member]

Position of Team Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number of Team Member:

Email address of Team Member:

TEAM MEMBER: [Name of Team Member]

Position of Team Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number of Team Member:

Email address of Team Member: