

Your role in the cycle of **Domestic Violence**

Manager's steps when associate has a restraining order:

- 1** Associate provides copy of court order or relevant legal documents
- 2** Manager notifies market level or higher Human Resource or Asset Protection
- 3** HR/AP may involve Insider Trust regarding steps and resources
- 4** Manager implements actions determined by HR/AP/Insider Trust

~ Refer to the Violence Free Workplace Policy

~ Retain all orders in accordance with Records Management Policy