



On September 30, 2023, Governor Gavin Newsom signed into law [Senate Bill No. 553](#), which requires virtually every California employer to implement a comprehensive workplace violence prevention plan with very specific components and procedures. The new law added Section 6401.9 to the Labor Code and went into effect on July 1, 2024. To help employers meet these standards, we have prepared California Workplace Violence Prevention Plan template documents.

The template package includes the following:

- ✓ A workplace violence prevention plan in Word format, which allows employers to tailor the plan to meet their business needs and specific locations.
- ✓ A training deck in PowerPoint format, which is easy to use and covers all topics required to be in the training for employees.
- ✓ A violent incident log, which the new law requires to be retained for five years.
- ✓ A workplace hazard assessment form for use by employers in addressing workplace threats and exposure.
- ✓ A high-level overview of Section 6401.9 for managers and stakeholders to understand the new requirements.
- ✓ A workplace violence prevention notice for bulletin boards, intranet systems, or other posting platforms to communicate the plan information.

If you are interested in obtaining the California Workplace Violence Prevention Plan template package, please reach out to the Ogletree attorney with whom you work for additional information.