

MARATHON OIL COMPANY POLICY STATEMENT

MOC 2005

Section: HUMAN RESOURCES

Subject

Approved by:
Board of Directors

WORKPLACE VIOLENCE

GENERAL PURPOSE

Marathon Oil Company, in keeping with its philosophy of “Living Our Values,” is committed to providing a workplace free from violence or threats of violence against Marathon employees, visitors, contractors, or property. This philosophy requires that all Marathon employees conduct themselves in a manner consistent with good business practices and in conformity with non-violence principles and high ethical standards.

POLICY STATEMENT

Marathon strictly prohibits the use of violence or threats of violence in the workplace and views such actions very seriously. Threats, threatening or intimidating or menacing behavior, stalking, or acts of violence against employees, visitors, guests, or other individuals by Marathon employees, contractors or visitors will not be tolerated. These acts are prohibited in the workplace, while using Marathon resources at a Marathon work location, or while conducting business on behalf of Marathon.

Workplace violence includes, but is not limited to, actions or behaviors that are disruptive, aggressive, hostile, or create a climate of fear. This includes any communicated threats or threatening behavior, bullying, stalking, domestic violence, all forms of harassment, overt acts of violence causing physical injury, including physical assault with or without weapons, i.e. pushing, shoving, hitting, sexual assault, and other acts of violence.

Workplace violence also includes words or actions indicating that an employee might harm him or herself. In addition, workplace violence includes the destruction of, attempted destruction of, or threats to destroy Marathon Company and/or personal property.

Employees who engage in acts of workplace violence will be subject to discipline, up to and including termination. Employees and other individuals who engage in acts of workplace violence will be immediately removed from the premises, by security or law enforcement if necessary.

REPORTING PROCEDURE

Employees are required to report to their supervisor, Human Resources, or Security, as appropriate, any behavior that they perceive as threatening or violent, as well as strange or unusual behavior. Employees are responsible for reporting this information regardless of the relationship between the individual engaging in such behavior and the person(s) threatened.

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All supervisors and managers are responsible for the prompt communication to Human Resources and/or Security of any information they receive that indicates threatening or violent conduct may have taken or is about to take place.

POLICY APPLICATION

The substance of this policy appropriately adapted for the conditions involved in each case is recommended for adoption by Marathon Oil Company's wholly or majority owned subsidiaries. Locations with a represented workforce will be expected to comply with this policy except to the extent prohibited by unionized status of their employees.

This policy supersedes all local policies addressing workplace violence.

POLICY IMPLEMENTATION

The Vice President of Human Resources shall coordinate the application of this policy.

POLICY REVIEW

This policy shall be reviewed at least once every five years, or more frequently as stipulated by the approver, or when a significant change occurs, including changes in law, that impact content.

POLICY EXCEPTIONS

None

REFERENCES

None