

UW-WHITEWATER COMPLAINT AGAINST UW-W EMPLOYEE

Public Complaint

Employee Complaint

Use this form to report allegations concerning the conduct by university staff members that violates the rules and policies of UW-Whitewater, or which adversely affect the university staff member's performance or obligation to the university. Complaints may be submitted by administrators, students, other university staff, academic staff, faculty, and members of the public. Complaints shall not be submitted by the university staff member's direct supervisor.

Complainant:	Name:
	Home Address:
	UWW Address:
	Personal Phone Number:
	Office Phone Number:
	Email address:

Details:	Employee Name:
	Date of Incident:
	Location of Incident:
	Detailed description of the incident (Include how the employee's conduct adversely affects their performance or obligation to the university)

Resolution Sought:

Complainant Signature:	Date signed:
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Administrative Use		
Date of Pre-File Meeting:		
Received by:	Date received:	
HR/Chancellor Review for Validation Date:		
Investigative Action Taken:		
HR/Supervisor Review Date:		
HR/Employee Review:	HR Rep/Date:	Employee/Date:
Actions Taken/Recommendations Given:		
HR/Employee Follow-up:	HR Rep/Date:	Employee/Date:
Date Resolved:		