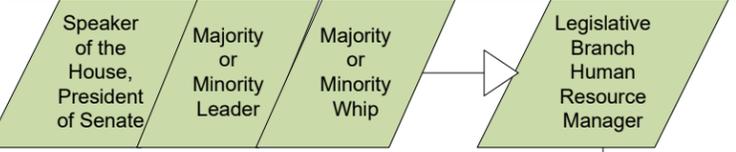


Discrimination and Harassment Process Flow Chart

Who is the alleged offender?

Legislator

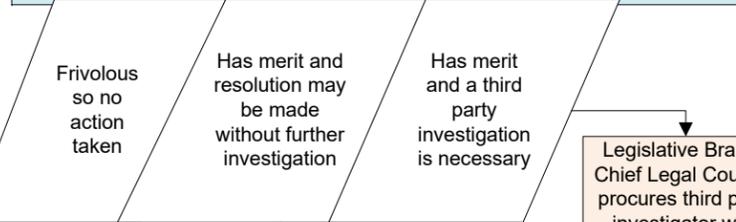
Conduct reported to one of these positions:



Discrimination/Harassment Complaint Resolution Form filled out with assistance from HR

HR will document and contact Legislative Conduct Panel (Senate President, Speaker of House, Senate or House Minority Leaders OR other delegated)

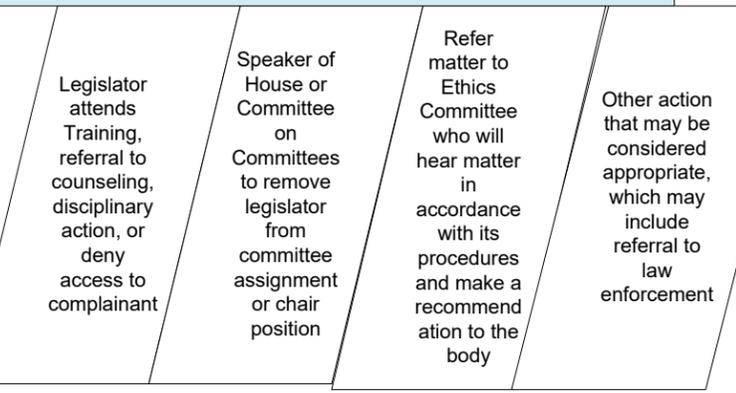
Legislative Conduct Panel convenes within 3 business days during session OR within 15 business days during interim; conducts preliminary inquiry; and determines complaint to be:



HR updates complainant of status of process

Legislative Branch Chief Legal Counsel procures third party investigator who conducts investigation and provides results and recommendation of corrective action to Panel

Legislative Conduct Panel recommends corrective action plan



Legislative Conduct Panel informs the complainant and the legislator against whom the complaint was made of the determination

House and Senate Session Staff

Conduct reported to one of these positions:



Discrimination/Harassment Complaint Resolution Form filled out with assistance from HR

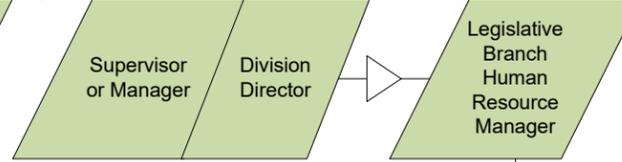
HR and Chief Legal Counsel, with assistance from the person who reported the conduct will make an inquiry within 20 calendar days of the report and will determine with assistance from highest reporting authority:



HR updates complainant of status of process

Legislative Branch permanent, temporary, or non session short term staff

Conduct reported to one of these positions:



Discrimination/Harassment Complaint Resolution Form filled out with assistance from HR

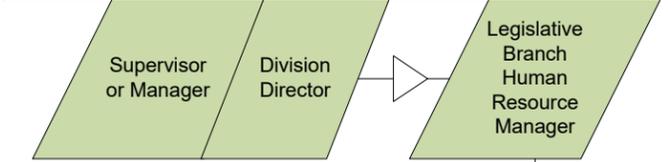
HR and Chief Legal Counsel, with assistance from the person who reported the conduct will make an inquiry within 20 calendar days of the report and will determine with assistance from highest reporting authority:



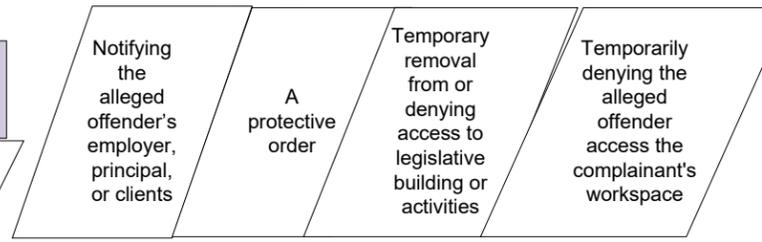
HR updates complainant of status of process

Third party – public, vendor, independent contractor, media, other state agency, lobbyist

Conduct reported to one of these positions:



Discrimination/Harassment Complaint Resolution Form filled out with assistance from HR and then one of these actions will be taken:



HR updates complainant of status of process