## Investigating Allegations of Misconduct Form

### PERSONAL INFORMATION OF ACCUSED

Territory: __________________________ Zone: __________________________

Name: __________________________ Division: __________________________ Position: __________________________

Region: __________________________ Chapter: __________________________ District: __________________________

### INFORMATION ABOUT INVESTIGATION TEAM (WD/MD, YOUTH-OPTIONAL)

Name: __________________________ Division: __________________________ Position: __________________________

Region: __________________________ Chapter: __________________________ District: __________________________

Name: __________________________ Division: __________________________ Position: __________________________

Region: __________________________ Chapter: __________________________ District: __________________________

### THE FOLLOWING ACTIONS SHOULD BE TAKEN UPON RECEIVING AN ALLEGATION OF MISCONDUCT

**STEP 1: Discuss Allegations**

Date: __________________________

☐ The Personnel Committee (at the level above the accused) meet

**STEP 2: Investigate Allegations with the Person Making the Allegation**

Date: __________________________

☐ Representatives from the MD and WD (Youth, where appropriate) chosen by the appropriate Personnel Committee meet with the person making the allegation and determine the source, validity and facts of the allegations

☐ Report back to the appropriate Personnel Committee to discuss whether or not to dismiss or pursue the allegations

**PLEASE NOTE:** If the allegations are found to be unwarranted, the process ends and decisions should be communicated back to all the parties involved.