



Notice of Investigation

The Arizona State University (ASU) Office of Equity and Inclusion is conducting an official administrative investigation. The allegations in this investigation pertain to you and your official duties at ASU. The specific allegations known at this time include:

- ACD 401: Prohibition Against Discrimination, Harassment, and Retaliation

You are asked to cooperate in this investigation and are expected, at all times, to answer questions fully and truthfully. Statements made during this investigation in addressing the allegations cannot be used to incriminate you in a criminal proceeding. Failure to answer or participate in this investigation will be grounds for disciplinary action up to and including termination.

ASU has a compelling interest in protecting the integrity of this investigation. Therefore, to avoid compromising the investigation, facts and information shared during this investigation are to be held strictly confidential. With the exception of your spouse, health care provider, clergy, or attorney, you are not to discuss any part of this investigation with anyone while the investigation is pending, including, but not limited to, any person directly or indirectly involved in this investigation, co-workers, ASU students, faculty, or University staff members.

ASU policy requires members of the University community to cooperate throughout the investigative process. Retaliation against anyone for participating in this investigation is strictly prohibited. If you believe that you have been retaliated against based on your participation, please notify the Office of Equity and Inclusion immediately at (480) 965-5057. As you would reasonably expect, you are also prohibited from engaging in retaliation.

As noted, maintaining the integrity of this investigation is paramount. Therefore, any witness who fails to answer questions fully and truthfully during this investigation, fails to strictly adhere to the confidentiality directive, or engages in retaliation may be subject to discipline, up to and including termination of employment or expulsion from the university.

Your cooperation and participation in this administrative investigation are valued and appreciated.

By signing below you are acknowledging receipt of this Notice of Investigation.

Employee

Date

Witness

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