

DISCRIMINATION VOLUNTARY INFORMAL RESOLUTION **FORM**

When a Complaint of discrimination has been initiated, the District may facilitate an informal resolution process. This process is voluntary. Any party may decline to participate. If the parties agree to participate in the informal resolution process, the investigation will be abated for a short period of time to allow the parties to concentrate their efforts on resolution. This form is to be used to document the results of any voluntary informal resolution process. A copy of any agreement must be provided to the parties and the appropriate Coordinator.

CASE INFORMATION

Case Number: _____

Complainant Name: _____

Email: _____

Phone Numbers: (Cell) _____ (Campus) _____

Respondent Name: _____

Email: _____

Phone Numbers: (Cell) _____ (Campus) _____

DESCRIBE RESOLUTION AGREED UPON BY THE PARTIES

Complainant

Date

Respondent

Date

Informal Resolution Process Facilitator

Date

cc: Coordinator

