

You Have Options

How to Address Wrongful Conduct in the Workplace

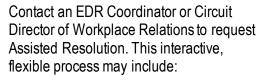
INFORMAL ADVICE

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To request advice about a workplace concern, contact your Employment Dispute Resolution (EDR) coordinator, Circuit Director of Workplace Relations, or the Office of Judicial Integrity. They can provide you with advice and guidance on how to address the issue including:

- Your rights under the EDR Plan
- Advice on handling discriminatory, harassing, or abusive conduct
- Options for addressing the conduct

ASSISTED RESOLUTION



- Discussions with the source of the conduct
- Preliminary investigation, including interviewing witnesses
- Resolving the matter by agreement



FORMAL COMPLAINT

Contact an EDR coordinator to file a formal complaint.

The Complaint must be filed within **180 days** of the alleged violation or the discovery of the violation. This formal process includes:

- · Appointment of Presiding Judicial Officer
- An investigation and/or hearing if appropriate
- Written decision
- Appeal rights

Contact Information:

Local EDR Coordinator: Brian Comerford

716-551-3341

brian comerford@fd.org

Circuit Director of Workplace Relations: Alana Chill

212-857-8698

alana_chill@ca2.uscourts.gov

Court of Appeals EDR Coordinator: Adriana Mark

212-857-8910

adrian_mark@ca2.uscourts.gov

National Office of Judicial Integrity: Michael Henry 202-502-1604

AO OJI@ao.uscourts.gov

Confidentiality

All options for resolution are intended to respect privacy of all involved to the greatest extent possible, and to protect the fairness and thoroughness of the process by which allegations of wrongful conduct are initiated, investigated, and ultimately resolved.

Effective date: September 17, 2019