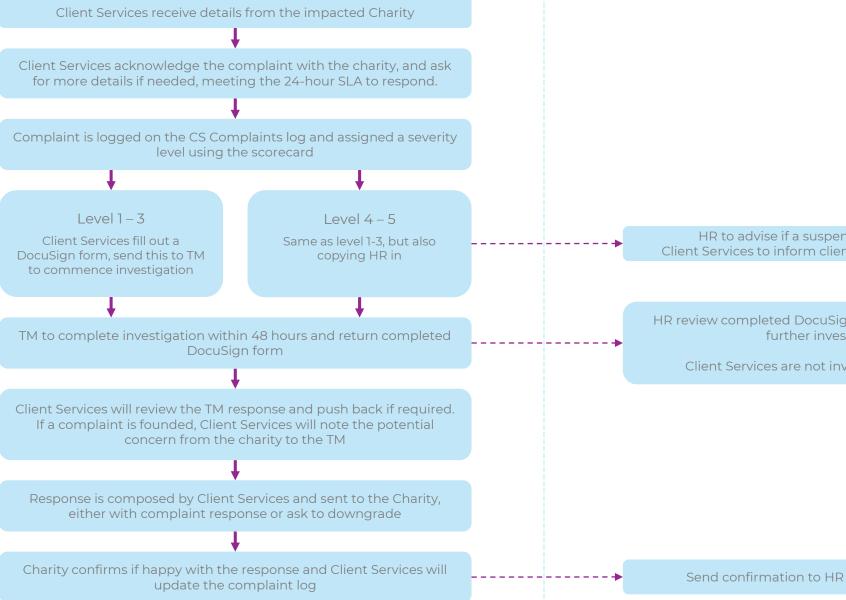


Complaints Process

Client services June 2021

Client Services



HR to advise if a suspension is appropriate Client Services to inform client if required at this point

HR review completed DocuSign form and decide on any further investigation.

Client Services are not involved in this process.

Send confirmation to HR to close on their side