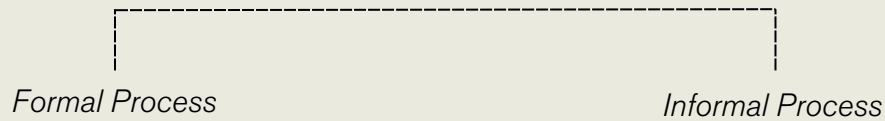


SEXUAL MISCONDUCT ADJUDICATION PROCESS

Complaints can be resolved through two processes, based on the preference of the person harmed.



Formal Process

Informal Process

01

Formal Process: Initiating Complaints

Complainant-Initiated Complaints

Complainants can file detailed complaints, agreeing to privacy and non-retaliation.

Administrative Complaints

Secretariat may initiate a complaint if the victim/survivor is unable or unwilling.

02

Responding to Complaints

- Respondents receive written notification and meet with Secretariat.
- No-Contact Order is imposed.
- Respondents can accept charges or provide a detailed response within five business days.

03

Fact-Finding Investigation and Report

Investigator gathers information through document review, interviews, expert witnesses, and site visits. A report with relevant facts is submitted by the Investigator to the decision making panel

04

Options After Conferences

Separate conferences with the Complainant and Respondent to review preliminary findings. The parties will be presented with the following options.

- Respondent Accepts Responsibility: The matter proceeds to disciplinary action.
- Complainant Withdraws Complaint: Complaint cannot be refiled, but NFA may proceed if necessary.

Decision

Decision making panel reviews the Investigation Report and decides whether NFA policy was violated, imposing appropriate disciplinary action.

05

Appeals

Both Complainant and Respondent are entitled to one appeal within seven business days based on procedural error, new information, or severity of disciplinary action. The Decision-Making Panel's decision, or a modified decision from the Appellate Panel, is final.

06

Appeal Grounds

- Procedural Error: Allegation of deviation from procedures affecting the outcome.
- New Information: Presentation of new information impacting the outcome.

07

Sexual Misconduct Adjudication Process (SMAP) applies to complaints against NFA employees, subcontractors, and board members for sexual misconduct, stalking, and relationship violence. The adjudication process aims to be prompt, fair, and impartial, leading to appropriate disciplinary actions.



Decision-Making Panel

This panel comprises of three trained and impartial individuals. This panel reviews investigative reports and decides whether policy violations occurred.



Investigator

An independent appointed by the ED, conducts fact-finding investigations. They gather relevant information and ensure confidential, fair, and impartial investigation.