

Workplace Investigations Appendix N: No Retaliation Memorandum

Memo

To: Department Employees

From:

Date: January 1, 2013

Subject: Reminder of Policy against Retaliation

As you know, we recently concluded an investigation involving one or more people in your department. Out of an abundance of caution, we wanted to remind each of you that the company prohibits you from retaliating against anyone who lodged a complaint against a co-worker—whether it has merit or not—or cooperated with the investigation.

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