

They did what?! Conducting Effective Workplace Investigations

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- Attendees will understand the policies and practices that must be in place before an investigation occurs
- Participants will recognize the steps that need to be taken to conduct an investigation effectively
- Attendees will learn the questions that should be asked to the person that is being investigated, the person that raised the complaint, and any witnesses
- Participants will understand the steps that must be taken to conclude the investigation
- Attendees will know the reasons that investigations over the same conduct may result in different levels of discipline

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