



Team Member Report of Inappropriate Behavior

It is company policy to investigate all reports of inappropriate behavior and take appropriate action. Inappropriate behavior can be defined as harassment, discrimination, retaliation or any other behavior that the reporting team member believes is inappropriate. Please use this form to document your report of inappropriate behavior.

Your Name: _____ Today's Date: _____

Your Work Location (please circle): Asheville Old Fort Morganton

Your Phone Number: _____ Your E-Mail: _____

Name of individual(s) that displayed inappropriate behavior (if multiple, please list all involved): _____

Location where inappropriate behavior happened: _____

Relationship of the accused to you (manager, co-worker, customer, vendor, etc): _____

Date and approximate time that the inappropriate behavior happened (if more than one event, please report each event on a separate form): _____

Please explain the inappropriate behavior that occurred: _____

