Public Hearing Notice - No. 467

A Career Service Board Public Hearing has been scheduled regarding the proposed revision of Career Service Rule 15-104 Investigation.

The scheduled time for the public hearing is **THURSDAY, June 6, 2013, at 5:00 P.M.**, in Room, **4.G.2.**, Webb Municipal Building, 201 West Colfax Avenue.

If anyone wishes to submit written comments or talk to OHR staff regarding this notice, please contact:

Pete Garritt  
HR Supervisor  
Office of Human Resources  
201 West Colfax, 4th Floor  
Department 412  
Denver, Colorado 80202  
(720) 913-5671  
Peter.Garritt@denvergov.org

Comments regarding this notice should be submitted no later than noon on **Monday, June 3, 2013**.

If anyone wishes to address the Board regarding this notice please contact Fran Trujillo at (720) 913-5168 or at Frances.Trujillo@denvergov.org no later than noon on **Monday, June 3, 2013** to get on the agenda.
RULE PROPOSAL 431B

TO: Appointing Authorities, Managers, and Employees

FROM: Nita Mosby Henry, OHR Executive Director

DATE: May 23, 2013

SUBJECT: Proposed revision of Career Service Rule 15-104 Investigation

THIS PROPOSED REVISION TO THE CAREER SERVICE RULES IS BEING POSTED FOR PUBLIC COMMENT AND HEARING TO BE HELD ON

THURSDAY, June 6, 2013, at 5:00 P.M.
Webb Building Room 4.G.2

The main reason for this revision is to remove language at the end of Rule 15-104 requiring agency investigators to undergo training on investigations techniques developed by the OHR Training Section. This training has not been offered for a number of years. The revision proposal also has reworded other parts of the rule for better clarity.

If you would like to schedule a meeting with a member of the OHR to discuss this proposal prior to the Public Hearing, please contact Pete Garritt at (720) 913-5671.

DELETIONS ARE INDICATED BY strike through AND ADDITIONS ARE INDICATED BY bold, italics, and underline.

15-104 Investigation

The agency or the OHR will immediately undertake effective, thorough, and objective steps conduct a timely investigation concerning the any allegations of harassment or discrimination and will take action, as deemed appropriate, based on the outcome of the investigation. If an investigation is deemed necessary, it will be completed and a The determination of the investigation regarding the alleged harassment or discrimination will be made and communicated to the complaining employee as soon as practicable. Agency staff conducting harassment or any other type of workplace investigation will be required to complete a training program on investigation techniques as developed by the OHR Training Section.