

WAC 495E-300-020 Informal procedure. (1) All applicants, employees, and students should feel free to discuss perceived discrimination with the individual responsible and with the person immediately in charge, such as the first-line supervisor or instructor, to see if the situation can be resolved informally. Applicants, employees, and students may also consult directly and confidentially with the college affirmative action officer without making a formal written complaint. However, they are not required to use the informal process and may go directly to the formal procedure.

(2) Any college official receiving any discrimination complaint shall contact the affirmative action officer or designee as soon as practicable. The college official shall arrange for the complainant to receive a copy of the complaint procedure.

[Statutory Authority: RCW 28B.50.140. WSR 93-13-116, § 495E-300-020, filed 6/21/93, effective 7/22/93.]