Office for the Prevention of Harassment and Discrimination Complaint Resolution

OPHD receives a concern, report, question, complaint, request for advice or notification.

OPHD discusses policies and options for resolution with the complainant.

OPHD assists with Early Resolution. *

Early Resolution options may include:
- Electing to resolve directly with the respondent at the request of the complainant
- Separating parties
- Referring parties to counseling programs
- Negotiating an agreement for disciplinary action
- Conducting targeted educational and training programs
- Issuing no contact directives
- Consulting with an appropriate administrator

OPHD recommends interim remedies which may include:
- Issuing no contact directives
- Changing a course section
- Reassiging housing
- Reassigning job
- Requesting deadline extensions
- Taking other appropriate action

OPHD initiates a Formal Investigation. * (generally completed within 60 working days.)

OPHD notifies the respondent and provides written summary of allegations or a request for a Formal Investigation.

* In both Early Resolutions and Formal Investigations, the complainant and the respondent are provided periodic written status updates on the progress of the resolution process.

OPHD interviews the parties and other witnesses to determine whether sufficient evidence of violation of University policy exists.

OPHD prepares a written report with findings.

OPHD sends the written report with findings to the Center for Student conduct or an appropriate administrator.

Finding of a policy violation.

Sanctions and outcome.

No finding of policy violation.

Complainant and respondent may request a copy of the written report from OPHD.

Individuals may have appeal rights through applicable grievance or complaint procedures.

Berkeley
UNIVERSITY OF CALIFORNIA