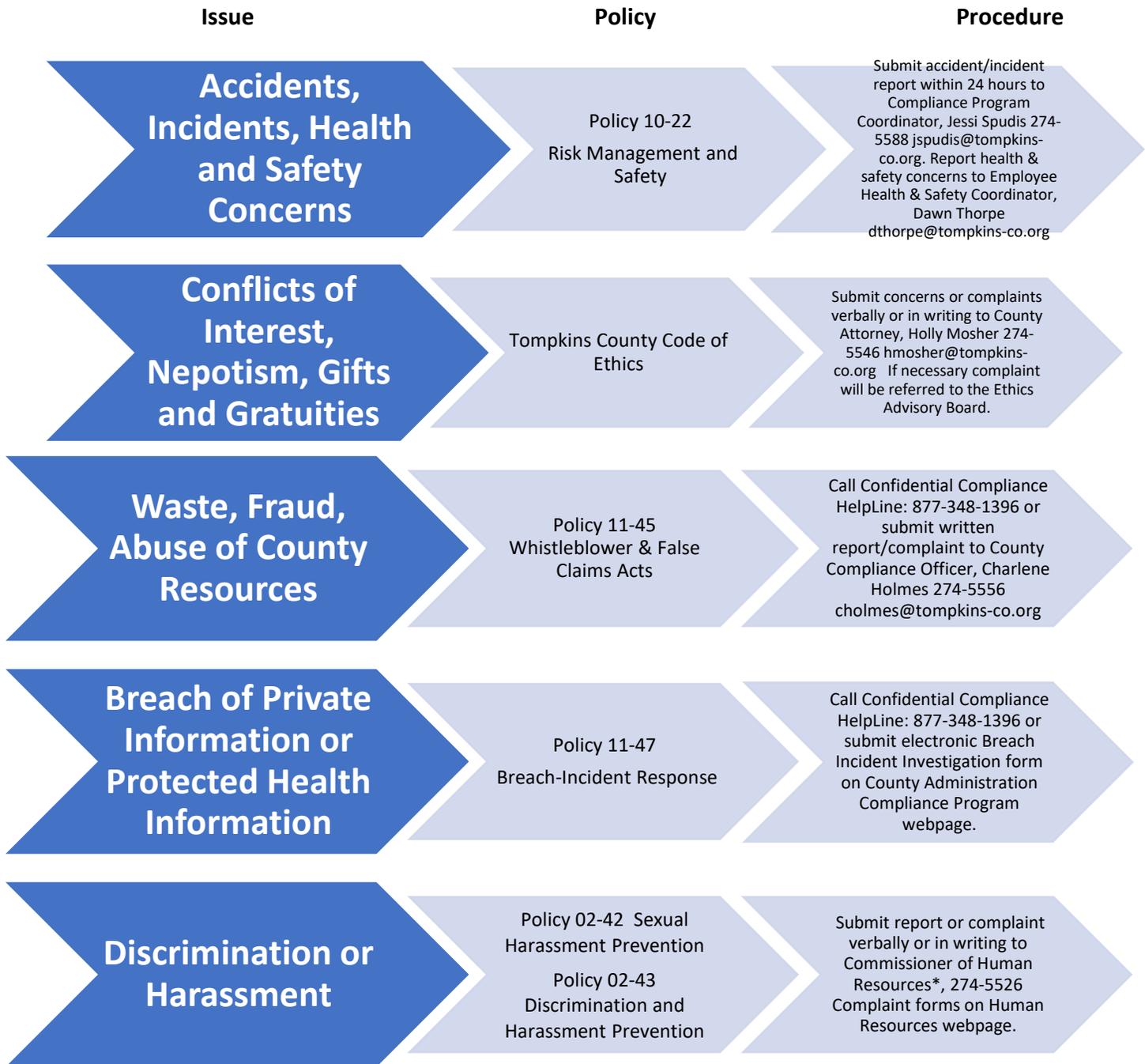


Tompkins County Employee Complaint Process

This flow chart provides guidance on how to express a concern or file a complaint. Employees are encouraged, but not required to first advise their Department Head and/or Supervisor of their concern or complaint. If the employee does not feel the situation is being addressed or if the situation involves their Department Head and/or Supervisor, the employee can take additional actions to make a report or complaint. No retaliation is permissible or tolerated against an employee for expressing or filing a concern or complaint.



**In the event that the Commissioner of Human Resources is the subject of the complaint, complaints are to be made to the County Administrator.*