



## Policy 4.85

### Investigations by Outside Agencies into Personnel-Related Matters

**Responsible Official:** VP for Human Resources

**Administering Division/Department:** Employee Relations

**Effective Date:** April 02, 2007

**Last Revision:** June 22, 2007

#### Policy Sections:

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#### Policy Details

All employees of Emory should immediately report to the vice president for Human Resources or designee any impending state or federal investigations or charges alleged against Emory for personnel-related problems or complaints. The vice president for Human Resources or designee will promptly notify the general counsel of any such matters. The Office of General Counsel will determine which particular office will conduct an investigation of the matter.

In addition, any requests from or communications with attorneys, legal representatives or outside agencies should be reported to the Office of General Counsel or Human Resources for appropriate handling. In no event should any written or verbal reply be made to such requesting parties on behalf of any department without prior consultation with the Office of General Counsel and Human Resources.

#### Related Links

- Current Version of This Policy: <http://policies.emory.edu/4.85>

#### Revision History

**No previous versions of this policy were found.**

*Emory University policies are subject to change at any time. If you are reading this policy in paper or PDF format, you are strongly encouraged to visit [policies.emory.edu](http://policies.emory.edu) to ensure that you are relying on the current version.*