



TAKU RIVER TLINGIT FIRST NATION
Governance Office



“Misconduct by Clan Director” Incident/Complaint Form

Your Name:	
Date/Time of incident (dd/mm/yyyy):	
Name of Offender(s):	
Names of Witness(es), if any:	
*Code Section(s) or rule(s) broken:	
Reported to name(s) and Job Title:	
Suggested Action(s):	

***See Clan Directors Council Code of Conduct Chapter 8 “Disciplinary Procedures”**

STEP 1 A Griever must file a complaint stating clearly which rules under the Clan Directors Code Conduct have allegedly being broken;

STEP 2 Within 14 days, the Clan Director accused of misconduct must file a response clearly stating his/her response to the allegations;

STEP 3 Within 14 days of receiving the response, the Clan Directors Council as a whole will try to propose a resolution to the allegation of misconduct.

(NOTE: Invented or frivolous reports will have consequences to the allegor)

DETAILS: (provide as much detail as possible. Include specific details of conversations, language, gestures and actions. Attach additional pages as needed)

Please hand in your completed form to the Governance Department.

Your Signature

Date

Reported to Signature

Date