



System Ethics & Compliance Office
THE TEXAS A&M UNIVERSITY SYSTEM

CIVIL RIGHTS REPORTING FORM

Please provide the requested information below and submit your report to the System Ethics and Compliance Office (SECO). This form is only to be used for reporting civil rights matters concerning The Texas A&M System Offices and its employees, and not A&M System member universities and agencies. For the report to be a civil rights report, it must identify one or more protected classes implicated by the reported behavior. Filing a report does not guarantee a formal investigation or any other action. All submitted reports will be reviewed by SECO personnel.

Tell us about you:

Your Name: _____ Email: _____

Telephone: _____ UIN: _____

Please cite the protected class(es) implicated in this report (check all that apply):

- | | | |
|---|--|---|
| <input type="checkbox"/> Age | <input type="checkbox"/> Color | <input type="checkbox"/> Disability |
| <input type="checkbox"/> Gender Identity | <input type="checkbox"/> Genetic Information | <input type="checkbox"/> National Origin |
| <input type="checkbox"/> Race | <input type="checkbox"/> Religion | <input type="checkbox"/> Sex (Discrimination) |
| <input type="checkbox"/> Sex (Harassment) | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Veteran's Status |

Retaliation related to what protected activity: _____

Have you filed a complaint with any other office about the same matter? YES NO

If yes, please note the office/agency with which you have filed: _____

What is the purpose of filing this report?

- Informational Purposes Only; I am not seeking any contact or action.
- Supportive Measures Only; I am seeking support and/or accommodations.
- Informal Resolution; I am seeking assistance with resolving a conflict involving a protected class.

Formal Resolution; I am seeking to file a complaint about a potential violation of System Policy 08.01 and/or any of its related regulations. I understand that this process involves a formal investigation and a formal hearing process or administrative decision.

Tell us about the person, office, or entity you are filing this report about:

Name: _____

Title: _____

Address: _____

Telephone: _____

Email: _____

Tell us what happened:

Please describe the incident(s) and/or behaviors that you are reporting to us. To the best of your ability, please include appropriate details such as date, time, location, specific behaviors, and/or people involved in the incident(s)/behavior(s), as well as how this has affected you:

If you are alleging that you have been subject to discrimination based on a protected class, detail the specific disparate treatment you were subject to and/or any disparate impact it had on you:

If you are alleging that you have been subject to harassment (including assault) based on a protected class, detail how the effect that this has had on you and/or your work/educational environment:

Signature Area: If you are filing an informational report only, you are not required to sign this form. If you are filing this report to seek supportive measures, an informal resolution, or a formal disciplinary process, you might sign this form before submitting it. This signature is an indicator on your part that you are providing information you know to be truthful; filing false reports of civil rights allegations is subject to disciplinary action against anyone knowingly filing a false report. By signing your name, you also indicate your awareness that should an investigation or informal resolution be pursued, the Respondent will be notified of your identity in writing.

Name: _____

Date: _____