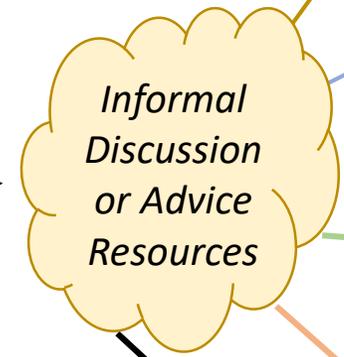


Faculty and Staff

Several options are available for Staff or Faculty seeking advice or an informal discussion to generate suggestions, ideas, help working with someone with inappropriate or unprofessional behaviors, or attempting to assess if the behavior should be formally investigated.



Harassment or Discrimination Concerns
If related to your protected class (e.g.: race, gender, religion, natural origin) go directly to OIE

[Your DUSON Supervisor or Division Chair](#)

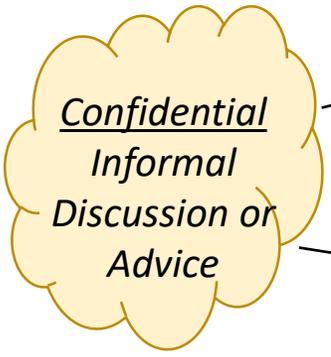
[DUSON Diversity & Inclusion Office](#)
919-668-5103

[DUSON Human Resources](#)
919-684-9323

[Duke Staff & Labor Relations](#)
919-684-5724
Available to Staff

[Duke Office for Institutional Equity \(OIE\)](#)
919-684-8222

Confidential resources available



[Faculty Ombudsman](#)
Thomas Metzloff
919-613-7055
Available to Faculty

[Personal Assistance Service](#)
919-416-1727
Available to Staff and Faculty

What you can expect from these resources...

The goal of each of the offices and resources available is the same – to help resolve the issue or concern in a way that is supportive of the individuals involved, the needs of the organization and its customers and applicable laws and regulations.

The individuals are there to hear your concern and help you work through the issue. In most cases this will involve advice or suggesting additional conversations with those involved. In some cases, involving a person in a leadership or supervisory capacity might make sense. Generally the plan of action is one agreed upon by the person bringing the concern and the individual who is there to help.

Concerns are taken seriously. Follow up will take place promptly.

Every effort is made to keep information shared in confidence. However, if through the course of the discussion or advice seeking process a situation that does or may represent a violation of Duke policy or any laws becomes known, the information must be referred to DUSON HR who works with the Duke OIE to decide if initiating a formal investigation or other action is needed. Although attempts will be made to treat matters discretely, **confidentiality can not be guaranteed** when engaging with these resources.

You can also expect a high level of support and advice from these offices. However, information shared with these two offices is held **in confidence**.