

## Summary of Investigation

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Employee Name: \_\_\_\_\_ EE ID#: \_\_\_\_\_

Job Class: \_\_\_\_\_

Department: Columbus Public Health

CPH Division: \_\_\_\_\_ Program: \_\_\_\_\_

Date Mgmt. Acquired Knowledge: \_\_\_\_\_ Date Investigation Completed: \_\_\_\_\_

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Alleged Incident:

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The following action is being taken with regards to this incident:

- The Appointing Authority intends to end the investigation with no further action.
- Issuance of an Oral Reprimand.
- Issuance of a Written Reprimand.
- The Appointing Authority intends to bring disciplinary charges against this employee.

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Management Designee: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Original to: AFSCME Local 2191 President  
Copy to: Human Resources Officer