**EEO Complaint filed by** **firstname lastname**

**EEO Case No.** **govcdm\_name**

**Table of Contents**

**Supplemental Investigation**

**A. ORMDI Guidance for Index and Investigative File**

1. **Guidance for Table of Contents: See the document titled “4b. Investigator Documents – Table of Contents” for detailed guidance on constructing Tables of Contents.**
2. **Supplemental Table of Contents: Only utilize the Sections that pertain to the supplemental investigation. For example, include the Remand in Section 5.**

**Section**

1. **Remand Dated XXX**
2. Remand from OEDCA/EEOC dated XXX
3. **Investigation Summary**
4. **Evidence**
5. Affidavit of Complainant
6. Attachments to Complainant’s Affidavit
7. Complainant’s Rebuttal to Responsible Management Officials (RMO)
8. Attachments to Complainant’s Rebuttal
9. Affidavit of RMO 1
10. Attachments to RMO 1’s Affidavit
11. Affidavit of RMO 2
12. Attachments to RMO 2’s Affidavit
13. Documents Submitted by Facility (Example, VAMC, New Orleans), DATE
14. Example, Organization Chart
15. Example, Position Description
16. Example, Vacancy Announcement
17. Investigator’s Declaration
    1. Example, emails with witnesses.
    2. Example, other.