

# **EXHIBIT - 10**



# Virtual Citywide New Employee Orientation

Seattle Department of Human Resources



City of Seattle

# What is a Mandatory Reporter?

- A person or entity that is obligated to immediately report or investigate claims of harassment, discrimination, retaliation, or misconduct



## Who is a Mandatory Reporter?

### “Management Representatives”

- Supervisors
- Managers
- Leads
- Crew Chiefs
- Directors

## Who is a Mandatory Reporter?

- Department of Human Resources staff
- Employees in a human resources role
- Strategic Advisors
- Departmental Equal Employment Opportunity (EEOC) Officers

- **Excludes** staff in Alternative Dispute Resolutions (ADR) and the Office of the Employee Ombud (OEO).

## FAQ: What if I *think* I am experiencing or witnessing workplace harm?



## You don't have to be the expert



- Human Resources
- Supervisors
- Human Resources Investigation Unit
- Seattle Office for Civil Rights
- Office of Employee Ombud
- Alternative Dispute Resolutions

