



## Reportable Conduct: Investigation Plan

<b>Investigation team:</b>	Lead investigator: <i>[insert name]</i> Scribe: <i>[insert name]</i> Cultural support: <i>[insert name]</i>
<b>Allegations:</b>	
<b>Are the allegations reportable?</b>	
<b>Interviews to be conducted:</b>	
<b>Interview schedule:</b>	
<b>Interview plan:</b>	<ol style="list-style-type: none"> <li>1. Introduce investigation team</li> <li>2. Establish rapport</li> <li>3. Explain purpose of interview and roles and responsibilities of investigation team members</li> <li>4. Raise each of the allegations</li> <li>5. Establish in relation to each allegation: <ul style="list-style-type: none"> <li>• What</li> <li>• Where</li> <li>• Who</li> <li>• How</li> <li>• Why</li> <li>• When</li> </ul> </li> <li>6. Collect details</li> <li>7. Finish the interview</li> </ol>
<b>Further information to be reviewed by investigation team</b>	