Department of Veterans Affairs

NOTICE OF REFUSAL TO MEDIATE FOR EEO RELATED ISSUES

This Notice indicates that _____
(Name of Manager/Supervisor/Key Staff Official)

declined to enter into Mediation for an EEO Related Issue on _____ .
(Date)

The above named individual has been advised of VHA's policy to offer mediation for all appropriate EEO related issues regardless of the stage of the complaint proces. That these issues are to be reviewed on a case by case basis to determine the appropriateness for mediation. When an aggrieved employee has agreed to pursue resolution through mediation, management must participate in the process.

Please provide a written explanation for the refusal in the space below. This form must be completed and routed through the facility director for approval and other appropriate channels to the Management Support Office, EEO & Affirmative Employment (10A2E), 810 Vermont Avenue, NW, Washington, D.C. 20420, within five working days following the refusal. This form may be faxed to 202-273-6639.

Mediation is inappropriate because the matter involves:

- ○ **An indication of fraud, waste or abuse.**
- ○ **An allegation of patient abuse.**
- ○ **An allegation of sustained sexual harrassment.**
- ○ **A removal for cause, e.g., removal based on commission of a felony.**
- ○ **Other reasons**

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

Signed by: _____ _____
Manager/Supervisor/Key Staff Official *(Date)*

Submitted by: _____ _____
Facility EEO Manager/ADR Coordinator *(Date)*

Approved by: _____ _____ _____
Facility Director *Name of Facility* *(Date)*

Received by: _____ _____
Network ADR Coordinator *(Date)*