ECP Q & A

Q: What is the Employee Concerns Program (ECP)?

A: The ECP provides a risk-free way to anonymously and confidentially report activities that may involve unsafe, fraudulent, unethical, or otherwise inappropriate behavior in violation of JLab's policies, Code of Ethics and Standards of Conduct. Complaints may be filed by phone or by accessing the new Jefferson Lab Employee Concerns website. Both resources provide anonymity when reporting concerns.

Q: Why should I make a report using the ECP?

A: We all have the right to work in a positive environment and with that right comes the responsibility of acting in an ethical manner and letting the appropriate people know if someone is not acting accordingly. By working together, we can maintain a healthy and productive environment.

Q: If I see a violation, shouldn't I just report it to my supervisor, security, or human resources and let them deal with it?

A: You are encouraged to work situations through your supervisor or other levels of management. However, if you have reservations about discussing matters with management, the ECP is an alternative where concerns can be reported confidentially.

Q: It is my understanding that any report I send from a company computer generates a server log that shows ever website that my PC connects with, and won't this identify me as a report originator?

A: The ECP website does not generate or maintain any internal connect logs with IP addresses, so no information linking your pc to the site is available.

Q: What if I remember something important about the incident after I filed a report? What do I do if the company has further questions for me concerning my report?

A: When a report is filed using the ECP hotline or website, a unique report key is assigned and password is requested. You can call back or return to the system and access the original report to answer questions posed by JLab or add further information that will help resolve the open issue.

Q: Is the ECP available only to employees or can others access the system?

A: The ECP is available not only to employees but also to subcontractors, users and others who may encounter questionable behavior or offer suggestions for improvement at JLab.