

Information for Witnesses

Please know that reasonable accommodations are available to individuals with disabilities. You may contact OIE at any time to request such accommodations, as needed.

Your statement. OIE will create a written summary of your comments to us. The summary will not be verbatim, but will include the relevant information you shared with us. We will send you the draft statement to review and give you two business days to check it for accuracy and completeness. If there is anything in the written statement that is incorrect or if you have more to share, you can provide us with your comments at that time. Your entire statement or portions of your statement will be shared with the Complainant, Respondent and relevant University officials.

Use of your name/identity. It sometimes is not possible to write witness statements in a way that completely de-identifies a person. In many instances, a person familiar with the underlying incident will be able to figure out a witness' identity even if that person's name is not used. If you have concerns about this, please let us know. In addition, it can be helpful to use names in statements, so you may be asked if you are amenable to being identified by name.

Retaliation. Sometimes witnesses are concerned about sharing information because they are concerned about possible retaliation. The University prohibits retaliation. Any witness who feels they are being subjected to retaliatory behavior is strongly encouraged to contact OIE immediately. We will look into the matter and the University will take action if retaliation has occurred. It is also important that you, along with all other persons who are aware of this investigation, avoid engaging in conduct that may be perceived as retaliatory.

Confidentiality for the parties. OIE recognizes that it is investigating a matter that may be of significant impact on both parties. The University is working to address this matter in a fair manner and requests, but does not require, that you not share information about this investigation with others.

Resources for support. The University offers a variety of support services for faculty and staff, including those listed below. The OIE investigator can provide additional information about resources, as requested.

- [Faculty and Staff Counseling and Consultation Office](#): 734/936-8660 or fascoco@umich.edu
- [MM Office of Counseling and Workplace Resilience](#): 734/763-5409 or counseling@med.umich.edu