



NAVMC 11512 Complaint

Submitted within 90 days of action given rise to complaint.
Complainant decides preferred resolution method.

Anonymous Complaints

Forward to the EOA for documentation.
When sufficient information exists, it must be processed via Complaint Resolution.
If insufficient info to investigate – CO shall document receipt with an MFR. No further action required

Complaint Resolution (Formal Resolution)

CO initiates a command investigation.
EOA opens case in DASH/M-RIT. Updates are due in database monthly.

Complainant submits NAVMC 11512 to EOA

EOA reviews and forwards to subject's commander

Commander takes initial actions: safety, notifications, etc.

Within 5 Days

Investigation initiated: 30 days to complete

Legal review

Commander's determination and actions

Notification of disposition

Within 3 days

Appeal process: if applicable

Investigation Completed within 30 days.

Extensions may be granted when necessary. Updates on the investigation status provided every 14 days during extension.
Report of Investigation sent to SJA and EOA.

Notify GCMCA

Notify Subject of complaint via NAVMC 11513

CO – Disposition Decision

Substantiate/Unsubstantiate Complaint.
Dismissal – if a relevant basis under MCO 5354.1G, Ch 6 exists, CO may dismiss.
CO endorses investigation & completes NAVMC 11512 for disposition

Notify Complainant & Subject

Option for either party to have a supervised review.
Complainant notification via NAVMC 11512. Subject notification via NAVMC 11513.

FORMAL COMPLAINTS (NON-SEXUAL HARASSMENT) CHAPTER 6