



IPPR GRIEVANCE PROCEDURE



The grievance process is designed to resolve problems or perceived problems. Because of the nature of the internet, the Advisory Board of the IPPR has a very firm stance on taking any precipitous actions based on unsubstantiated allegations, defamation, or general mudslinging, particularly when it is apparent that it is being generated or incited by one individual. The Advisory Board will only take official action when a formal grievance has been received.

Types

Informal Complaint. If a member feels there is an error on a registration, a transfer, or any other day to day business type issues, the procedure is to first contact the IPPR office at idahopasturepigregistry@yahoo.com, or by telephone at 715-674-2287, or send a letter to IPPR at 5711 Karls Lane, Laona, WI 54541. Most of these types of complaints may be simple errors or misunderstandings and can be easily resolved. If this type of issue is not able to be resolved by the IPPR Registrar office, then it can become a Formal Grievance.

Formal Grievance. A formal grievance may be a registry business issue that has not been able to be resolved with the IPPR office representative, or it may be an ethics grievance, or other serious grievance requiring the attention of the Advisory Board.

1. The person making the grievance will complete and submit an IPPR grievance form along with the grievance investigation fee (\$20) and any current or additional documentation.
2. The IPPR Registrar will provide the Advisory Board members with any documentation and information already accrued regarding the grievance.
3. The Advisory Board and owners of the IPPR will review everything submitted and the Registrar (working in accordance of the IPPR Advisory Board) will send a copy of the grievance to the person(s) about whom it was written, giving them the opportunity to respond and resolve it informally with the sender, if possible.
4. If the person about whom the report was written resolves the matter with the sender, he/she may submit that information to the IPPR office to be provided to the Advisory Board. The office will appropriately file the information but will take no further action. The report and any informal resolution of the matter will remain on file.
5. If at any time the sender of the grievance feels the matter is fully resolved, they may request that the grievance be withdrawn. In this case the Advisory Board and Directors will remove all copies of the initial information regarding the grievance from the files of the IPPR.
6. Based on the content of the responses and the response from the accused, the Advisory Board and owners shall determine whether additional investigation or action is necessary. If the complainant(s) fail to provide adequate substantiation, the Board will take no further investigatory action. If the accused provides adequate substantiation to refute the allegations, the Board will take no further investigatory action.
7. If the issue is not resolved then upon completion of the review and based on the facts of the case, the Board will note that:

1. No further action be taken due to insufficient evidence, OR
2. No further action be taken due to the nature of the grievance, OR
3. The Advisory Board and Directors will then decide the course of action by a 2/3 vote.
4. The investigation process will be completed within 90 days and the complainant will receive a written (or email) notice from the Advisory Board and owners of the IPPR as to the action taken.
5. Grievance investigative reports are confidential. Reports may be Reviewed in person but not distributed outside the Advisory Board.