

**Policy 3.001    Workplace Problem Resolution Policy**

It is the policy of EASTCONN that all employees be assured of fair and equitable behavioral treatment in the workplace. To ensure a positive and productive environment, it is expected that all EASTCONN employees will resolve problems related to their job responsibilities at the level at which they occur with positive communication and focus on the issues not the individuals.

Employees not able to resolve problems at this level may employ the grievance procedures of Policy 3.003A.

ADOPTED: March 27, 2018

REVISED: