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# Internal Ethics Investigations for HR

**Start Date: 2/7/2018 8:00 AM**

**End Date: 2/7/2018 10:15 AM**

Wednesday, February 7, 2018 Location: Harter Secrest & Emery LLP - 13th Floor 1600 Bausch and Lomb Place Rochester, NY 14604 Parking in the garage will be validated Sponsor: Harter Secrest & Emery LLP 8:00 am - 8:30 am: Registration and Continental Breakfast 8:30 am - 10:15 am: Program This program has been pre-approved for 1.75 Professional Development Credits by the Society of Human Resource Management and 1.75 HR (General) credits by the HR Certification Institute. PRICING: Non Members - \$40 SHRM Members: \$30 Students/Members in Transition: \$15 Explore a best-practice framework for conducting internal ethics investigations on which organizational policies, procedures, and work rules can be developed and anchored. An Introduction to Internal Ethics Investigations 1. Goals of an internal ethics investigation process 2. Pros & cons of formal Investigations 3. The role and competencies required of an investigator Internal HR Ethics Investigation Process 1. Determine if an investigation is required 2. Plan for and define the objective of the investigation 3. Conduct interviews and gather data 4. Analyze and validate data 5. Summarize results; making a decision 6. Determine corrective actions Mitigating Future Risk 1. Utilize findings to educate and mitigate future risks 2. Investigation documentation 3. Evaluation of training programs, policies Conclusion 1. Final recommendations 2. Development plan for HR, Supervisor, Managers 3. Program follow-up discussion 4. Q&A, and closing This program will be designed to provide HR professionals with the knowledge and skills necessary to: 1. Communicate a best-practice process framework for conducting internal investigations, on which organizational policies, procedures and work rules can be developed and anchored. 2. Employ tactics to mitigate the risks of employment-related litigation. 3. Develop HR policies, process, procedures and work rules that will result in a more appreciative, engaged and productive workforce. Speakers: Benjamin Mudrick, Senior Associate: Benjamin Mudrick's practice is focused on the areas of litigation and labor and employment law. He is a fully trained civil rights investigator and conducts on-campus sexual misconduct investigations. Brian Feldman, Partner: Brian is a tenacious and respected trial and appellate lawyer who thrives in high stakes matters. As chair of the Firm's Government and Internal Investigations practice group, Brian vigorously defends clients who face federal and state investigations and conducts nimble internal investigations to guide organizations through crises and other difficult situations. Brian has broad experience on all sides of investigations, including in health care, higher education, and other regulated areas, and in litigation under the False Claims Act and similar fraud