

Texas Department of Criminal Justice

PERS 497

Statement Form

Employee Information

Printed Name	Month/Day of Birth
Payroll Title	Unit/Department
Involvement: <input type="checkbox"/> Complainant <input type="checkbox"/> Respondent <input type="checkbox"/> Witness <input type="checkbox"/> Other:	

Section I: Communication Preferences

Employee Contact Information - Please provide all contact information and choose a preferred method.

<input type="checkbox"/> Email:	<input type="checkbox"/> Phone:	Call Time:	Shift:	Schedule Card:
<input type="checkbox"/> Mailing Address:				
Printed Name of Warden or Department Head		Email:		

Section II: Questions for Complainant Only

If you believe you have experienced discrimination, harassment, retaliation in the workplace, please select all that apply:

<input type="checkbox"/> Age	<input type="checkbox"/> Religion	<input type="checkbox"/> Sexual Harassment
<input type="checkbox"/> Disability	<input type="checkbox"/> Sex	<input type="checkbox"/> Filing an EEO complaint
<input type="checkbox"/> Genetic Information	<input type="checkbox"/> Equal Pay/Compensation Discrimination	<input type="checkbox"/> Participation in an EEO investigation
<input type="checkbox"/> National Origin	<input type="checkbox"/> Harassment	<input type="checkbox"/> Requesting an accommodation (ADA)
<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Retaliation	<input type="checkbox"/> Other category protected by federal or state law
<input type="checkbox"/> Race/Color	<input type="checkbox"/> Discrimination	<input type="checkbox"/> Other:

Section III: Statement

Please provide as much detail as possible, including what occurred, when and where the incidents occurred, the names of the people involved, and their roles. If you have reported this incident to management, include the name of the person you reported it to and the date of the report. If additional pages are attached, provide the number of pages:

Statement Author	Signature	Date
------------------	-----------	------