## 3.XX Attachment A - Investigative Leave Memo

## **INVESTIGATIVE LEAVE MEMO**

To:

Position:

From:

In order to allow an internal investigation of the issue(s) discussed with you today and determine appropriate action to be taken, you are being placed on Investigative Leave. This leave is effective immediately and continues until you are contacted to return for a follow-up meeting.

During I



myWSU ID:

Date:

Subject: <u>Investigative Leave</u>