

FREQUENTLY ASKED QUESTIONS

What is an employee concern? A good faith expression by an employee that an activity, policy, or practice of DOE or one of its contractors or subcontractors should be improved, modified, or terminated. Concerns can address issues, including, but not limited to, health, safety, the environment, security, quality, management practices, or reprisal for raising a concern.

Who is an employee? Any current DOE/NNSA federal or contractor or subcontractor employee working for or supporting a DOE or NNSA project.

What is a confidential concern? A request by a Concerned Individual associated with an Employee Concern to have his or her identity protected, to the extent allowable by law, from all persons except ECP staff and those other individuals supporting the ECP that may have a need-to-know.

What is an anonymous concern? An Employee Concern submitted by a Concerned Individual who does not reveal his/her identity.

What is retaliation/reprisal? An adverse action taken against or toward a Concerned Individual with respect to employment (e.g., discharge, demotion, or other negative action with respect to the Concerned Individual's compensation, terms, conditions or privileges of employment.)



CONTACT US

U. S. Department of Energy
Environmental Management
Employee Concerns Program
(513)246-0024

For more information, including local DOE ECP Site
Contacts, please visit the DOE ECP Website
<https://energy.gov/ehss/doe-employee-concerns-program>

U.S. DEPARTMENT OF ENERGY



U.S. Department of Energy Employee Concerns Program (ECP)

The DOE ECP encourages the free and open expression of employee concerns and provides DOE federal, contractor, and subcontractor employees with an independent avenue to raise any concern related, but not limited, to the environment, safety, health, and management.



EMPLOYEE RIGHTS AND RESPONSIBILITIES

HOW DO YOU REPORT A CONCERN?

The Department of Energy (DOE) encourages employees to raise concerns about policies and practices that adversely affect the Department's ability to accomplish its mission in a safe and efficient manner.

Management at all levels values employee involvement and actively supports an atmosphere in which employees feel free to voice concerns.

The Employee Concerns Program:

1

Has systems to ensure that concerns are appropriately, fairly, and fully considered.

2

Is an alternative reporting system. To carry out its mission, the DOE ECP works with all elements throughout the DOE complex to ensure that employees have and are aware of effective means to have their concerns fairly and fully considered.

3

Encourages employees to seek resolution through local complaint or dispute resolution systems, or with first line supervisors, but that alternatively they have the right to report Employee Concerns through the ECP.

Employee Concerns Program:

Via Email

ECP@emcbc.doe.gov

Via Telephone:

ECP Hot line: 513-246-0024

In writing via letter to:

ECP Office

Attn: Employee Concerns Office
550 Main Street Room 7-010
Cincinnati, OH 45202

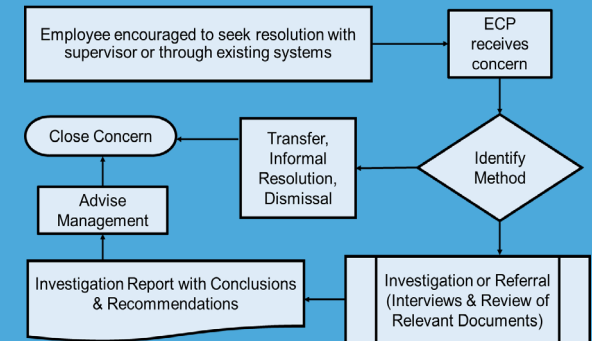
IF YOU ARE CONTACTING OUR OFFICE VIA LETTER OR EMAIL, PLEASE PROVIDE THE FOLLOWING INFORMATION:

- Name and contact information
- Concern Location
- Does your concern involve a National Security Threat or an immediate danger to employees, the environment, or the public? Yes No
- A summary of the concern

NOTE: If you would like to remain anonymous, please do not send any correspondences that includes your name. You may provide a code name of your choosing.

WHAT HAPPENS AFTER THE CONCERN IS REPORTED?

ECP PROCESS (SIMPLIFIED OVERVIEW)



The ECP is designed to



Encourage open communication;



Inform employees of the proper forum for consideration of their concerns;



Ensure employees can raise issues without fearing reprisal;



Address employee concerns in a timely and objective manner, and



Provide employees an avenue for consideration of concerns that fall outside existing systems.