

**Report It** is our contracted independent third party hotline service.

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### **You can keep out:**

Fraud, waste, abuse, unethical or illegal activity in our workplace.

If you are uncomfortable communicating a concern in person, report it anonymously by the toll free number or report it online.

SEE IT

HEAR IT

SUSPECT IT

# **Report It**

## **Contact Information**

Report It is GRGC's Independent 3<sup>rd</sup> party hotline service available anytime by phone or internet.

**Report It:**

[www.reportit.net](http://www.reportit.net)

**Phone:**

1-877-788-5463 (877-RPT-LINE)

**User Name**

grgc

**Password**

reportit

**Grand Ronde Gaming Commission**  
27100 Salmon River Hwy. Suite A  
Grand Ronde, OR 97347

**Office:**

503-879-2362

877-419-1771

**Fax:**

503-879-2354

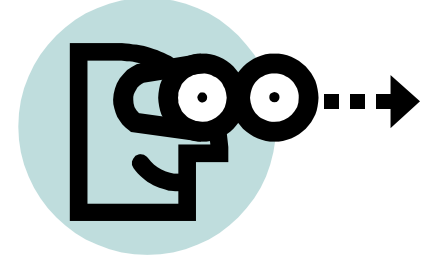
**Email:**

[reportit@grandronde.org](mailto:reportit@grandronde.org)

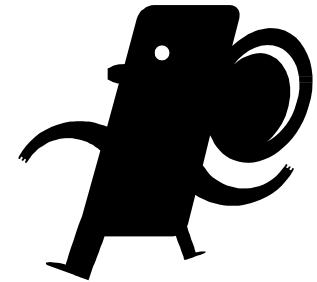
**Web:**

[www.grandrondegaming.org](http://www.grandrondegaming.org)

**See it**



**Hear it**



**Suspect it**



# **Report it**

## OVERVIEW

Commission Regulations require licensees to report known or observed instances of wrongdoing or noncompliance with Regulations or Minimum Internal Control Standards. The Grand Ronde Gaming Commission 3<sup>rd</sup> party reporting service is a convenient toll-free number or easy to use web reporting method available to all licensees for anonymous reporting of wrongdoing or regulatory noncompliance.

## THIRD PARTY RESOURCE

The independent reporting service provider **Report It**, is a confidential and anonymous 3<sup>rd</sup> party service provider staffed with trained personnel to answer all calls. This service is available 24 hours a day, 365 days a year. Commission staff does not answer or participate in calls. When you place a call, you will be asked to describe and provide details about the problem. You will not be required to tell them your name or any other identifying information about yourself. Upon completion of your call, the information will be promptly communicated to Commission staff for follow-up.

You may also log on to an internet web page with a generic user name and password to create this report. This report will be sent to the Commission for action. You may create a password associated with a specific report for follow-up purposes. This will allow for Commission staff to follow-up with you on additional details while you still maintain complete anonymity.

## IMPORTANT POINTS

Reports are taken in confidence by trained company staff.

Calls are not recorded or traced.

If you identify yourself, your identification will remain confidential unless you agree to release that information.

Reporting your concerns and / or suspicions to your supervisor is often the best solution. However, if you are uncomfortable speaking about the issue to your supervisor, you have options of reporting directly to GRGC or using **Report It**.

Even if you only suspect something or don't have all the facts, you should still have your concerns reported.

Using the **Report It** website will allow for anonymous follow-up by Commission staff, if necessary.

The Commission will investigate all reports and maintain the confidentiality and anonymity of all parties and take corrective action as warranted.

Commission Regulations protect you from reporting wrongdoing or regulatory noncompliance.

## TO SUBMIT AN ANONYMOUS REPORT

### Online:

- Go to [www.reportit.net](http://www.reportit.net)
- Click on "Report It Online" and then enter the following:
  - Username: **grgc**
  - Password: **reportit**
- Click on "Report It now" to see the GRGC web page to begin your report.
- GRGC is alerted that a report has been made.

### By Telephone:

- Call the toll free hotline number: 1-877-778-5463 (877-RPT-LINE)
- Provide the Username and Password

A trained operator will guide you through a series of questions.

GRGC is alerted that a report has been made.

**Always safe, secure, and anonymous.**