



Preliminary Investigation

- An individual may choose to request an investigation into alleged violations instead of immediately filing a complaint.
- When a preliminary investigation suggests a violation of any laws under KPDC's jurisdiction, KPDC will bring a complaint on behalf of the Executive Director for those violations.

Complaint

- Any individual not wishing to request an investigation may instead file a complaint directly with the Commission.
- The complaint template is available on KPDC's website and should be completed according to the instructions provided on the form.

Sufficiency Determination

- Once a complaint is filed, the Commission will consider the complaint for sufficiency in a closed session.

Probable Cause

- If the Commission finds a complaint sufficient at the previous step, KPDC staff will investigate complaints originating from third parties to determine if there is probable cause.
- Prior to the Commission considering a matter for probable cause, parties will have a chance to file an argument with the Commission either supporting or opposing a probable cause finding.

Hearing

- If the Commission finds probable cause, it will set a hearing date. Hearings are conducted in accordance with the Kansas Administrative Procedures Act and the Kansas Code of Civil Procedure.

Final Determination

- If the Commission finds that no laws overseen by KPDC have been violated, it will dismiss the complaint. Conversely, if it finds that a violation has occurred, it will issue a report stating its findings and make referrals as required by law.

Appeal

- Appeals of the Commission's final report are conducted in accordance with the Kansas Judicial Review Act.

*Please note that the timing for complaint consideration is fluid and not entirely prescribed by statute. Factors including Commissioner/staffing availability, Commission meeting schedule, etc. impact the timing of complaint consideration.