

## Sample Interviewee Out-Briefing

### To conclude this interview:

- REVIEW AND/OR SUMMARIZE THEIR STATEMENT.
- (COMPLAINANT ONLY) What do you want the IG to do for you?
- Is there anyone else I should talk to and why?
- Is there anything we haven't discussed that I should know about.
- Execute a sworn statement or declaration (if applicable).
- We are required to protect the integrity of the IG investigation process and the rights and reputations of all people involved in them. Accordingly, I am directing you not to discuss this matter or reveal information about our discussion with anyone, including your superior. If anyone attempts to coerce you into discussing the contents of our interview, contact me immediately!
- (COMPLAINANT ONLY) May we identify you as the complainant in this case?
- Thank you for your assistance.