

Oklahoma Rodeo Pageants Council, Inc. (ORPC)
Formal Complaint / Grievance Process

Any complaint that is filed regarding ORPC operations must adhere to the following:

1. All grievances must be submitted in writing.
2. Grievances must include the name, address and phone number of the person filing the grievance.
3. The grievance must include as much detail and facts about the complaint for appropriate action to be taken.
4. Grievances must be submitted to either

Oklahoma Rodeo Pageants Council, INC. (ORPC)
PO Box 6113
Enid, OK 73702

5. Grievances must be signed and dated.
6. If a response to the grievance is desired, the letter must indicate so.
7. Any grievances that do not follow the above process will be classified as invalid.

ORPC Office follow – up

1. All grievances will be reviewed by the ORPC Board of Directors.
2. A ORPC Board of Director member will be assigned to research and gather information about the grievance.
3. All parties involved will be notified about the grievance in writing and given the opportunity to provide a response in writing.
4. The findings will be reported back to the ORPC Board of Directors.
5. The ORPC Board of Directors will vote and determine necessary action to be taken.
6. A ORPC Board of Director representative will report back to all parties.
7. A decision will be sent to all parties, signed, and dated by the ORPC Board of Director assigned to the grievance.
8. All grievances will be addressed and responded to by the ORPC Board of Directors within 10 business days of the initial date the grievance was received.
9. The ORPC Board of Directors has the right to extend the 10-day period if further examination is necessary. They will advise all parties in writing if this is necessary.

2/27/23