

## HURT FEELINGS REPORT

### Data Required by the Privacy Act of 1974

AUTHORITY: 12 CFR 216, Bank Policy CP-Privacy KNOT, Board Directive AZ-50  
PRINCIPAL PURPOSE: To assist whiners in documenting hurt feelings, and to provide managers with a list of employees who require counseling, weekend/holiday shifts and "other duties as assigned."  
ROUTINE USES: Branch Mgrs, Compliance, BSA, Security and Audit Officers & whiners should complete this form, as necessary, including in response to audit reports, being shot down in meetings, etc.  
DISCLOSURE: Disclosure is voluntary, but repeated disclosures indicate an employee eligible for promotion at another bank.

### PART I – ADMINISTRATIVE DATA

A. Whiner's Name (Last, First, MI)	B. Position	C. SSAN	D. Date of this Report
E. Branch/Dept.		F. Name & Title of Person Completing this Form	

### PART II – INCIDENT REPORT

A. Date feelings were hurt	B. Time of hurtfulness	C. Location of hurtful incident	D. Mgr sympathetic to whiner
E. Name of person who hurt your feelings		F. Position if banker	G. Branch/Dept. <i>(if different than Pt.I, E.)</i>

### PART III – INJURY *(Mark all that apply)*

A. How was the hurtfulness communicated? <input type="checkbox"/> Oral <input type="checkbox"/> Written <input type="checkbox"/> Both	B. Is there permanent damage to your feelings? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
C. Did you require a tissue? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe	D. Has this resulted in a traumatic emotional injury? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe

### PART IV – REASON FOR FILING THIS REPORT *(Mark all that apply)*

<input type="checkbox"/> I am thin skinned	<input type="checkbox"/> The bank needs to fix all my problems	<input type="checkbox"/> Porn filter interference
<input type="checkbox"/> I was only texting on the clock	<input type="checkbox"/> My feelings are hurt easily	<input type="checkbox"/> No one said I couldn't
<input type="checkbox"/> Balancing is hard	<input type="checkbox"/> This wasn't mentioned at indoctrination	<input type="checkbox"/> It wasn't my fault
<input type="checkbox"/> Someone stole my lunch	<input type="checkbox"/> Someone stole my lunch again	<input type="checkbox"/> It is personal, not business
<input type="checkbox"/> We've always done it that way	<input type="checkbox"/> But it wasn't in the last audit report	<input type="checkbox"/> My computer is old
<input type="checkbox"/> Internal audit, external audit, when am I supposed to do my job	<input type="checkbox"/> But I really was tired	

### PART V – NARRATIVE *(Tell us in your own words why your poor little bittle feelings were hurt.)*

*(That is enough.)*

### PART VI – AUTHENTICATION

A. Name of Whiner Printed \_\_\_\_\_ B. Signature \_\_\_\_\_

This Bank takes hurt feeling seriously. If you were mentioned in an audit or treated in a derogatory manner by anyone, please find someone to give you a hug and things will be better. In the event no "hugger" is available, Human Resources will seek to find someone for you who really will care. We are sorry for your inconvenience, but yes, you still have to work tomorrow, and yes, the audit response or apology to the customer must still be made.