

Ending the investigation

At the end of the investigation, the employer will need to decide the next steps. What they do depends on whether the investigation leads to:

- no further action
- a disciplinary procedure

If no further action is needed

If there's no need for further action, the employer should end the suspension as soon as possible.

The employer should discuss with the suspended person:

- when they'll return to work
- what to tell others at work when they return
- any questions or concerns they have about returning to work
- what support is available, and encourage them to use it

It's good practice for the employer to put in writing that they've agreed to take no further action. For example in a letter or email to the suspended person, or in their HR record.

If a disciplinary procedure is needed

The investigation might lead to a disciplinary procedure. In this situation, the employer should decide whether to continue the suspension.

[Find out more about following a disciplinary procedure](#)

Get more advice and support

For more advice:

- [read the investigations for discipline and grievance: step by step](#)
- [contact the Acas helpline](#)