

USU Inspector General Complaint Form

PART 1: GENERAL INFORMATION

- (a) Inspector General Act of 1978, as amended
- (b) DoD Directive 5106.04, "Defense Inspector General", May 22, 2014
- (c) DoD Instruction 7050.7, "DoD Hotline Program," October 17, 2017

This form applies, but is not limited to, the following:

1. Violation of Laws, Rules or Regulations
2. Fraud, Waste or Abuse of Authority
3. Gross Mismanagement
4. Hostile Work Environment
5. Harassment
6. Research Integrity
7. Dangers to Public Health and Safety
8. Reprisal/Retaliation
9. Military Whistleblower Reprisal

To submit a complaint, please complete this form and email to: rebecca.jaworski@usuhs.edu.

Contact Information:

University Inspector General
rebecca.jaworski@usuhs.edu

(301) 295-1436 (o)

(301) 318-3734 (c)

Privacy Warning: We cannot guarantee your complete privacy when you use this form because complaints transmitted via the internet cannot be completely protected from unauthorized attempts to access information.

False Official Statement Warning: Use of this form constitutes a request for an official investigation of a person you assert has engaged in wrongful conduct. It is a crime to knowingly make a false fictitious or fraudulent statement or representation of material fact to induce government action. Knowing omission of a material fact also is a crime (18 USC 1001).

If you would prefer not to fill out an online submission, you may use the fillable Acrobat format and submit manually. Completed forms may be turned in or mailed to: Inspector General, Room A1040-X, 4301 Jones Bridge Rd., Bethesda MD 20814.

PART 2: DETAILS OF YOUR ALLEGATION

1. Subject(s) - Who performed the wrongdoing? (All boxes in this form have been restricted to visible area only for information input.)

a. Subject #1
Last Name First Name Middle Initial

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Subject #1 Duty Station/Place of Employment/
Business

(2). What did Subject #1 do or fail to do that was wrong? Briefly describe the alleged wrongdoing. Also, please attach any documents that support your complaint.

(3). What rule, regulation or law do you think Subject #1 violated?

b. Subject #2
Last Name

First
Name

Middle
Initial

Subject #2 Duty Station/Place of Employment/
Business

(2) What did Subject #2 do or fail to do that was wrong? Briefly describe the alleged wrongdoing. Also, please attach any documents that support your complaint.

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(3). What rule, regulation, or law do you think Subject #2 violated?

d. If there are more than two Subjects use this area to provide the same information for each Subject. (Full Name & Duty Station/Place of Employment and (2) and (3) Above)
(Remember space is limited to visible area.)

2. Witness(es)

Last Name	First Name	MI	Duty Station/ Place of Employment/Business	E-Mail
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3. **When** did the incident occur? Be as specific as possible about the dates.

4. **Where** did the incident occur? What location or command, etc.

5. **Why** do you think the incident took place.

6. How have you tried to resolve the problem?

7. Have you contacted your chain of command?

No

Yes

If yes, please identify the command or agency and provide the current status of this matter.

8. Have you contacted another Inspector General?

No

Yes

If yes, please identify the IG office and provide the current status of this matter.

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9. Have you tried to resolve your complaint using an established process such as informal Resolution, EO/EEO, or legal system?

No

Yes

If yes, please identify the agency or office and provide the current status of the matter.

10. What do you want the IG to do?

11. Additional information you wish to provide.

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12. May we contact you?

Yes, contact me for more information. I have provided my contact information below.

No, I wish to remain anonymous and have not provided you with contact information.

Yes, but I want my identity to remain confidential.

13. Your contact information:

Last Name

First Name

MI

Office Telephone (Area Code and number)

Email Address:

Duty Station/Place of Employment/Department

Submission Date:

Signature: