



## Hotline Complaint Form

You may use this form to submit your complaint via email, or you may phone (202-927-7899) or email ([report@sigpr.treasury.gov](mailto:report@sigpr.treasury.gov)) your complaint. Prior to submitting your complaint to the SIGPR hotline, we recommend you review the hotline information on the SIGPR website.

You are not required to complete all of the information fields. Completion of the fields that are marked by a \* red asterisk are strongly recommended. If you wish to elect anonymity or confidentiality, select the appropriate options within Part I of the form and follow the corresponding instructions.

### PART I - Your Information (\*=Required Field)

\*CHOOSE ONE OF THE FOLLOWING THREE OPTIONS

Please keep in mind that your decision to elect anonymity may limit our ability to conduct a complete investigation, if one is warranted.

- I wish to remain anonymous (If you select this option, do not identify yourself below)
- Keep my identity confidential (Provide contact information below in the event we need additional information)
- I waive confidentiality (My name may be released to non-OIG personnel during the investigation)

**LEAVE THE FOLLOWING FIELDS BLANK ONLY IF REQUESTING ANONYMITY. OTHERWISE, PLEASE COMPLETE AS MUCH CONTACT INFORMATION AS YOU ARE COMFORTABLE PROVIDING:**

Name (First and Last)

Mailing Address 1

Mailing Address 2

City

State

Zip Code

Telephone (include area code)

E-mail Address

I am willing to be interviewed.

Yes  No

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PART II - Details of Your Allegation (\*=Required Field)

\*Describe what the individual(s) did that was wrong. Provide specific and relevant details concerning the alleged misconduct or wrongdoing. When did the misconduct or wrongdoing occur? Please provide the specific dates and times, if possible.

\*Where did the misconduct or wrongdoing occur? Please provide the city and state. If the misconduct involved a bank or lending facility, please include its name and location.

\*Do you know of efforts made thus far to correct the problem and/or the current status of the problem?

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\*Who else have you provided these allegations to? (e.g. Congress, another inspector general's office, supervisor)

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\*Who committed the alleged misconduct/wrongdoing? Include the full name and title/position.

\*If providing information concerning contractor or grantee fraud, please provide the name of the primary contractor or subcontractor, type of contract, contract or grant numbers, the date of award, and name of agency official(s).

\*Where can we obtain additional information concerning this misconduct/wrongdoing? (e.g. supporting documentation, etc.) Additionally, who else might be aware of this misconduct/wrongdoing? Please provide names and contact information of any witnesses who may have more information. Explain how these individuals would possess more information and their relationship to the alleged problem.

Attach this completed form to an email addressed to [report@sigpr.treasury.gov](mailto:report@sigpr.treasury.gov) to submit your complaint.

Most email clients allow users to attach files by dragging and dropping them into the email body, or by clicking the Attach button (usually a paperclip icon).