

COMMANDER, NAVAL SURFACE FORCE, U.S. PACIFIC FLEET
IG COMPLAINT FORM



COM: (619)522-2715
DSN: 577-3077
FAX: (619)522-2714
E-MAIL: W_CRND_CNSP_IG_US@navy.mil
ADDRESS: 2841 Rendova Road
San Diego, CA 92155-5490

Instructions on completing this form: For those questions requesting YES or NO, please circle your desired answer.

Today's Date:

1. **Do you wish to remain anonymous?**

Yes (If yes, do not identify yourself below)

No

NOTE: If you file your complaint anonymously, we will not know who you are. As such, we will not be able to contact you to request additional information or to give you the results of the investigation.

2. **If no, do you want confidentiality?**

Yes (If yes, identify yourself below. We will not release your name without your consent.)

No

NOTE: If you request confidentiality, we will make every effort to protect your identity from disclosure; however, we cannot guarantee confidentiality since disclosure may be required during the investigation or in the course of corrective action.

3. **Are you willing to be interviewed?**

Yes

No

4. **Your Name: (no nicknames please)**

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First:
Last:
Mailing Address:
Address Line 1:
Address Line 2:
City:
State:
Zip code:
Country:

Home Telephone: (Area Code & number) (Include country code, if applicable)

Work Telephone: (Area Code & number) (Include DSN and/or country code, if applicable)

E-Mail Address:

5. **Who is involved?** Include everyone's first and last names, rank/pay grade, and duty station/place of employment.

Subject(s): Who performed the wrongdoing?

Witness(es): Who are the witnesses?

6. **What did the subject do or fail to do that was wrong?**

7. **What rule, regulation, or law do you think the subject(s) violated?**

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8. When did the incident occur? Provide dates and times or "Early 2002," etc.
9. Where did the incident take place? What location, command etc.?
10. Why do you think the incident took place?
11. How have you tried to resolve the problem? Have you contacted your chain of command? Have you contacted your local Inspector General? Have you tried to resolve your complaint using an established process such as Bureau of Corrections of Naval Records, Informal Resolution System, EO/EEO or legal system?
12. What do you want the IG to do?
13. Additional information you wish to provide.