

**STATE OF MICHIGAN  
BOARD OF ETHICS**

**COMPLAINT FORM**

<b>Your Full Name</b>			
<b>Your Address</b>	<b>City</b>	<b>State</b>	<b>Zip Code</b>
<b>Your Home or Mobile Telephone</b>	<b>Your Work Telephone</b>	<b>Your E-Mail</b>	
<b>Name of state executive-branch employee or public officer complained about.</b> (Please note that the board has no authority over and cannot consider complaints about elected officials or local-government or private-sector employees. Such complaints will be dismissed.)			
<b>Name of state executive-branch department where the employee or public officer is employed, if known.</b>			
<b>Below are the standards of prohibited conduct in the State Ethics Act. Please check each standard that you allege was violated by the employee or public officer.</b>			
<input type="checkbox"/> (1) A public officer or employee shall not divulge to an unauthorized person, confidential information acquired in the course of employment in advance of the time prescribed for its authorized release to the public.			
<input type="checkbox"/> (2) A public officer or employee shall not represent his or her personal opinion as that of an agency.			
<input type="checkbox"/> (3) A public officer or employee shall use personnel resources, property, and funds under the officer or employee's official care and control judiciously and solely in accordance with prescribed constitutional, statutory, and regulatory procedures and not for personal gain or benefit.			
<input type="checkbox"/> (4) A public officer or employee shall not solicit or accept a gift or loan of money, goods, services, or other thing of value for the benefit of a person or organization, other than the state, which tends to influence the manner in which the public officer or employee or another public officer or employee performs official duties.			
<input type="checkbox"/> (5) A public officer or employee shall not engage in a business transaction in which the public officer or employee may profit from his or her official position or authority or benefit financially from confidential information. Instruction which is not done during regularly scheduled working hours except for annual leave or vacation time shall not be considered a business transaction pursuant to this subsection if the instructor does not have any direct dealing with or influence on the employing or contracting facility associated with his or her course of employment with this state.			
<input type="checkbox"/> (6) Except as provided in section 2a, a public officer or employee shall not engage in or accept employment or render services for a private or public interest when that employment or service is incompatible or in conflict with the discharge of the officer or employee's official duties or when that employment may tend to impair his or her independence of judgment or action in the performance of official duties.			
<input type="checkbox"/> (7) Except as provided in section 2a, a public officer or employee shall not participate in the negotiation or execution of contracts, making of loans, granting of subsidies, fixing of rates, issuance of permits or certificates, or other regulation or supervision relating to a business entity in which the public officer or employee has a financial or personal interest.			

Provide detailed evidentiary facts supporting your allegations. Attach additional sheets, if necessary.

By affixing your signature below, you are affirming that you (1) have read this complaint and know its contents and (2) believe the alleged violations to be true.

\_\_\_\_\_  
Your Full Name (Printed)

\_\_\_\_\_  
Your Signature

\_\_\_\_\_  
Date

Subscribed and sworn to before me, this \_\_\_\_\_ day of \_\_\_\_\_, a Notary Public in and for \_\_\_\_\_ County, state of \_\_\_\_\_.

Notary Stamp and Seal

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**Mail completed and notarized form to:**

Executive Secretary  
Board of Ethics  
400 South Pine Street  
P.O. Box 30002  
Lansing, Michigan 48909

For more information on the State Board of Ethics, visit [www.mi.gov/sboe](http://www.mi.gov/sboe), e-mail [ethicsboard@mi.gov](mailto:ethicsboard@mi.gov), or call 517-284-0125.