

Texas Recreation and Park Society Professional Code of Ethics Report of Non-Compliance

Date of Submission: _____

Section A: Complainant Information

Name: _____

Organization: _____

Address: _____

Office #: _____ Cell #: _____

Email Address: _____

Section B: Respondent Information (Name of person allegedly violating the TRAPS Code of Ethics)

Name: _____

Organization: _____

Address: _____

Office #: _____ Cell #: _____

Email Address: _____

Note: You must file a separate form for each individual you wish to file a complaint against.

Section C: Nature of Complaint

Date of alleged misconduct: _____ Time: _____

Physical Location: _____

Please list the Ethical Standards you believe have been violated:

Describe the alleged violation of the code (attach additional pages, if necessary):

Section D: Witnesses

Please provide a list of witnesses, or witness, to the alleged ethical misconduct:

1 Name: _____
 Organization: _____
 Address: _____
 Office #: _____ Cell #: _____ Email: _____

2 Name: _____
 Organization: _____
 Address: _____
 Office #: _____ Cell #: _____ Email: _____

3 Name: _____
 Organization: _____
 Address: _____
 Office #: _____ Cell #: _____ Email: _____

Section E: Statement and Signature

I state that the information in this form is true and correct and I request the TRAPS Professional Ethics Committee investigate this complaint. I understand that the TRAPS Professional Ethics Committee will investigate and resolve this complaint in accordance with the TRAPS Code of Ethics.

Signature of Complainant

Date

Section G: Submission Instructions

Please submit your completed Ethics Report of Non-Compliance form, along with any evidence you feel may support your complaint, and signed and dated attachments (if additional space is required) to:

By Mail: Executive Director, TRAPS
18593 FM 1431
Jonestown, TX 78645

By Email: traps@traps.org

By Fax: (512) 267-5557

Section H: TRAPS Office Use Only

Date Lodged: _____

Acknowledgement Sent?:
YES NO

Complaint Upheld?:
YES NO

Remedy Imposed?:
YES NO

ACKNOWLEDGEMENT:

DATE:
