

**Employee  
Ethics Complaint Form**

**I. Introduction:**

Individuals seeking to submit an ethics complaint regarding a City employee should complete this form and submit it to the City Clerk at [cityclerk@bainbridgewa.gov](mailto:cityclerk@bainbridgewa.gov).

Under the City's Code of Conduct and Ethics Programs, complaints regarding City Employees are referred to the City Manager for review under the City of Bainbridge Island Employee Manual. The City Manager determines the appropriate course of action to address the complaint, including, as applicable, authorizing such investigations as may be necessary to determine whether a violation has occurred, consistent with state law as well as relevant policies, procedures, and collective bargaining agreements.

**II. Your Contact Information:**

**Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_  
\_\_\_\_\_

**III. Employee Complaint**

- A. Please provide the name of the City employee who is the subject of your complaint:
  
- B. Please describe the facts supporting your complaint. If necessary, please attach additional pages. If other records exist that you believe support your allegation (e.g., emails or other documents), please attach them to this form as well.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing, including any additional pages or records attached by me, are true and correct.

Date: \_\_\_\_\_ Place: \_\_\_\_\_

\_\_\_\_\_  
Signature