

**New England Water Environment Association  
NEWEA Member Association (MA) Only Member Code of Conduct Complaint Form**

**Instructions:**

Members are expected to abide by the NEWEA Member Code of Conduct (“MA Code”). If you believe that a member engaged in conduct which constituted a violation of the MA Code, please review any available MA disciplinary procedures, then complete and submit this form to Executive Director at [mail@newea.org](mailto:mail@newea.org), or by regular mail along with any supporting documentation. The Executive Director will acknowledge receipt of the Complaint to the Complainant. NEWEA will review the complaint pursuant to NEWEA disciplinary procedures.

**Your Information (Complainant):**

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

*If Complainant was a witness to the conduct but the conduct was directed toward another, provide name of individual(s):* \_\_\_\_\_.

**Information of MA Only Member About Whom You are Submitting the Complaint (Respondent):**

Name: \_\_\_\_\_  
Mailing Address (If known): \_\_\_\_\_  
Email Address (If known): \_\_\_\_\_  
Phone Number (If known): \_\_\_\_\_

**Check below any/all category areas of the MA Member Code of Conduct you felt were compromised and provide further details of the specific complaint below.**

- Personal Misconduct
- Professional Misconduct
- Legal Misconduct

**Details of Complaint:**

Details surrounding the alleged misconduct must be provided below and include, as applicable, witness information, MA Policy violated, and any and all available documentation.

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I hereby affirm that the information provided is, to my knowledge, true and accurate.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

***For Complainants Residing in the United States:***

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

Before me a Notary Public, in and for said county and state, personally appeared \_\_\_\_\_, who acknowledged the execution of the WEF Member Code of Conduct Complaint Form and, who, having been duly sworn, stated that the representations contained therein are true.

Witness my hand and notary seal this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Public Name:

My County of Residence:

My Commission Expires:

***For Complainants Residing Outside of the United States:***

COUNTRY OF \_\_\_\_\_

Before me an International Notary, in and for said country, personally appeared \_\_\_\_\_, who acknowledged the execution of the WEF Member Code of Conduct Complaint Form and, who, having been duly sworn, stated that the representations contained therein are true.

Witness my hand and notary seal this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

International Notary Name:

My Country of Residence:

My Commission Expires: