



Ethics Committee of the American Board of Vocational Experts
Ethics Complaint Form

To the Ethics Committee of the American Board of Vocational Experts:

Complainant(s)

ABVE Certificant Name & Address

Any person, whether a member or not, having reason to believe that a member is guilty of any conduct subject to disciplinary action, may file a complaint in writing with the Board, dated and signed by the complainant. Please read the Vocational Expert Code of Ethics and list the Canon(s) you feel were violated in the space below. Please be aware that in any ethics hearing, the ultimate burden of proof that ABVE Code of Ethics was violated is at all times on the complainant. "Clear, strong, and convincing" shall be the standard of proof by which alleged violations of the Code of Ethics are determined.

Complainant(s) charge(s) that Vocational Expert(s) violated the following canons. Please state the canon(s) you feel were violated on this form and summarize why you feel there was a violation. On a separate sheet, please submit a detailed narrative and provide copies of any documentation, i.e., REPC, agency contracts, listing agreements, invoices, disclosure documents, etc.

I. I feel the Vocational Expert violated Canon \_\_\_\_ because (summarize in this space – provide narrative on separate sheet):

Blank lines for providing the narrative of the violation.

II. List the supporting documents attached to this form:

- 1.
2.
3.
4.
Blank lines for listing supporting documents.

Signature of Complainant, Date, Address, Phone, Cell fields.

IMPORTANT: By signing this form, I affirm that the allegations set forth in this complaint and any accompanying materials are based on my own personal knowledge and are true and correct to the best of my knowledge and belief. I further affirm that I have submitted any and all information and materials that I believe relate to the allegations set forth in the complaint currently available to me, and that I will provide ABVE with any and all additional information, if any, as it becomes available, whether or not requested by ABVE. I understand and agree that all information and materials provided by me in connection with this complaint may be used as evidence by the Ethics Chair and ABVE. I acknowledge that all information, including a copy of this complaint form, any accompanying letters of complaint and supporting documentation will be submitted to the Ethics Committee, and the Certificant (in the event that an inquiry is initiated). I understand that, in the event Ethics Chair accepts a complaint, the Certificant will be requested to submit evidence addressing the allegations of the complaint. I acknowledge that I must treat all information as confidential, and that ABVE will keep all information it receives strictly confidential, except if it discloses the information to its attorneys, the Respondent, or me, or is required by law, regulation or court order to disclose the information. I further acknowledge that I have read the enclosed Policy and Procedures and understand the Process applicable to professional ethics complaints.