

# ETHICS CHARGE STATEMENT

**NOTE:** This form is supplied by the American Board of Industrial Hygiene (ABIH) to individuals, groups or organizations (complainants) who want to submit an ethics complaint against an industrial hygienist certified by the ABIH. In order to start the ethics complaint process, each complainant must complete this form, or prepare a similar detailed description of the factual allegations supporting the charges, and send this information to:

**Ulric K. Chung, MCS, PhD**  
**Chief Executive Officer, ABIH**  
**6015 W. St. Joseph, Suite 102**  
**Lansing, MI 48917**  
[uchung@abih.org](mailto:uchung@abih.org)

The ABIH strongly recommends that all complainants review the Code of Ethics and the ABIH Ethics Case Procedures before and during the preparation of an Ethics Charge Statement in order to understand the organization's procedures and ethical standards. Complainants may also telephone the Chief Executive Officer at (517) 853-5760 between 9:00 AM and 4:30 PM Eastern Standard Time, weekdays, with questions concerning the process.

**(Please Print In Ink, Type the Following Information or Submit Electronically)**

Complainant's Name (your name): \_\_\_\_\_

Complainant's Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Complainant's Phone #: (Day) \_\_\_\_\_ (Evening) \_\_\_\_\_

Complainant's Email address \_\_\_\_\_

CIH/CAIH's Name: \_\_\_\_\_

CIH/CAIH's Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CIH/CAIH's Phone #: \_\_\_\_\_

## ABIH ETHICS CHARGE STATEMENT

### INFORMATION TO BE SUPPLIED BY THE COMPLAINANT

1. Statement of Complaint: The following is a summary and statement of the facts which the complainant believes support the issuance of a formal ethics complaint by the ABIH. This factual statement must include a clear explanation of the alleged unethical CIH/CAIH's conduct. The statement need not include all of the evidence the complainant is prepared to present; however, the complainant must explain the facts in sufficient detail to permit the respondent CIH/CAIH to answer the allegations. If the space below is not sufficient, additional pages may be used and attached.
  
2. Applicable Provisions of the Code of Ethics: The complainant should list all provisions of the Code of Ethics that are relevant to this ethics case and all Code provisions that the complainant believes should be considered with respect to the case. Please review and refer to the current Code of Ethics.
  
3. Related Actions: The complainant should list any actions taken or contemplated that are directed at the same or related complaints. For example, the complainant should identify any complaints filed with state licensure or regulatory boards, courts or judicial forums, employers, etc.

Have you, the complainant, voiced your complaint to the CIH/CAIH?

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4. List of Witnesses and Documents to be Submitted and Considered:

**STATEMENT AND CERTIFICATION OF CHARGES**

By submitting this Ethics Charge Statement, I charge the CIH/CAIH identified with a violation(s) of the ABIH Code of Ethics. I have read the ABIH Ethics Case Procedures, and I agree to abide by the conditions and terms of these rules. I understand that the information submitted to the ABIH concerning this ethics proceeding will be kept confidential, as set forth in the Ethics Case Procedures. I also understand that the accused CIH/CAIH (respondent) will receive a copy of this document, as well as other information that is submitted with regard to the ethics case.

I further certify that the factual allegations made in this ABIH Ethics Charge Statement are true and accurate to the best of my knowledge and that these ethics charges are made in good faith.

Signature of Complainant: \_\_\_\_\_

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