



**CITY OF ATLANTA ETHICS DIVISION
ETHICS COMPLAINT**

The City of Atlanta Ethics Division has jurisdiction over the Standards of Conduct in sections 2-801 to 2-825 of the City's Code of Ordinances. The Ethics Division shall dismiss complaints over which it has no jurisdiction.

PART ONE: PERSONS VIOLATING THE CODE OF ETHICS.

State the names, addresses, telephone numbers, and email addresses of persons whom you believe have violated the City of Atlanta Code of Ethics.

(1) Name:* _____

City position or title:* _____

Department or agency:* _____

Work address: _____

City: _____ **State:** _____ **Zip:** _____

E-mail address: _____ **Telephone:** _____

(2) Name: _____

City position or title: _____

Department or agency: _____

Work address: _____

City: _____ **State:** _____ **Zip:** _____

E-mail address: _____ **Telephone:** _____

(3) Name: _____

City position or title: _____

Department or agency: _____

Work address: _____

City: _____ **State:** _____ **Zip:** _____

E-mail address: _____ **Telephone:** _____

(4) Name: _____

City position or title: _____

Department or agency: _____

Work address: _____

City: _____ State: _____ Zip: _____

E-mail address: _____ Telephone: _____

PART TWO: SPECIFIC LAW VIOLATED.*

State the section of the City's Code of Ordinances that you believe was violated. To determine which section applies, go to www.atlantaethics.org/docindexer/code_standards_of_conduct_2017.pdf

- 2-808 Representing private interests before city agencies
- 2-809 Representing private interests before courts
- 2-810 Representing others after separation from employment (post-employment)
- 2-811 Use of property and services
- 2-812 Participation in contracts
- 2-813 Disclosure of interests
- 2-814 Disclosure of income and financial interests
- 2-815 Disclosure of expense reimbursements
- 2-816 Passes, tickets, and gratuities
- 2-817 Prohibition on giving or receiving gratuities
- 2-818 Solicitation
- 2-819 Disclosure of confidential information
- 2-820 Incompatible interests (outside employment; doing business with city)
- 2-823 Whistleblower

PART THREE: STATEMENT OF FACTS.*

Describe the facts on which this complaint is based, including relevant dates, places, and actions.

Describe what happened: _____

Date(s): _____

Place: _____

PART FOUR: WITNESS INFORMATION.

State the names, addresses, telephone numbers, and email addresses of persons with firsthand knowledge of the facts alleged or other information that could help.

PART FIVE: SUPPORTING DOCUMENTS.

List any records or documents that would assist the Ethics Division in its investigation. Please mail or deliver to the Ethics Office any documentary evidence that supports the facts.

PART SIX: PERSON MAKING THE COMPLAINT (optional).

If you wish to remain anonymous, do not complete this part.

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail address: _____ Telephone: _____

I declare under penalty of perjury that I have reviewed the information given in this complaint and, to the best of my knowledge, it is a true, accurate, and complete statement.

Signature _____ Date _____

Complaints should be hand delivered or sent to:

Ethics Office
68 Mitchell Street, SW, Suite 1100, Atlanta, Georgia 30303
Email: ethicsofficer@atlantaga.gov
Telephone: (404) 330-6286 Fax (404) 979-6785