



## PROFESSIONAL WETLAND SCIENTISTS

*Society of Wetland Scientists Professional Certification Program*

### Ethics Complaint Form

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I (we), \_\_\_\_\_, wish to formally file a complaint of breach of professional  
(Print or type Complainant's Name or Organization)

ethics, as defined by the SWS Professional Certification Program Code of Ethics and

Professional Practice, against

\_\_\_\_\_  
(Print or type Defendant's Name)

\_\_\_\_\_  
(Print or type Defendant's Address)

\_\_\_\_\_

I (we) have provided written evidence of affidavit documenting the complaint (Note: please attach any evidence to this form).

Name (print/type) \_\_\_\_\_

Date \_\_\_\_\_  
(mm/dd/yyyy)

Signed \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

#### INSTRUCTIONS:

- 1) Any individual or professional organization may file a complaint. If the complaint is from a professional wetland scientist organization, a responsible officer of that organization must submit and sign the form. Proof of the organization signer's affiliation and authority must be provided.
- 2) Attach all pertinent evidence (photos, letters, affidavits, etc.) to the SWSPCP Ethics Complaint Form. Any form that is NOT signed by a responsible party or does NOT have any attached evidence will be returned to the accuser and no action taken on that complaint. Send completed form, with attachments, to:

Wetland Strategies and Solutions, LLC  
Attn: Matthew Schweisberg, PWS  
SWSPCP Ethics Committee Chair  
16 High Street  
Merrimac, MA 01860

Once a complaint form and attached evidence is received by the SWSPCP Ethics Committee Chair it will be immediately forwarded in confidence to eligible members of the Ethics Committee who will make a preliminary determination as to the viability of the complaint. The Ethics Committee will make the preliminary determination within 14 business days. If the complaint is non-viable, it will be returned to the complainant who will be notified of discrepancies. At the discretion of a majority of the committee, the complaint may be allowed to be re-submitted.