



Office of the Inspector General of the Intelligence Community

DISCLOSURE OF URGENT CONCERN FORM - **UNCLASSIFIED**

The Office of the Inspector General of the Intelligence Community (ICIG) administers the *Intelligence Community Whistleblower Protection Act* (ICWPA) disclosure process (50 U.S.C. § 3033(k)(5)). The ICWPA is the lawful mechanism for **current** Intelligence Community employees and contractors to disclose matters of “urgent concern” to the congressional intelligence committees, as defined by 50 U.S.C. § 3003. The ICWPA defines an “urgent concern” as:

- A serious or flagrant problem, abuse, violation of law or Executive Order, or deficiency relating to the funding, administration, or operation of an intelligence activity within the responsibility and authority of the Director of National Intelligence involving classified information, but does not include differences of opinion concerning public policy matters.
- A false statement to Congress, or a willful withholding from Congress, on an issue of material fact relating to the funding, administration, or operation of an intelligence activity.
- An action, including personnel action described in 5 U.S.C. § 2302(a)(2)(A) of Title 5, constituting reprisal or threat of reprisal prohibited under subsection (g)(3)(B) of 50 U.S.C. § 3033 in response to an employee’s reporting an urgent concern in accordance with this section.

For additional background information, please visit www.dni.gov/ICIG-Whistleblower.

☐ I affirm that my submission, including any attachments, does not include classified information. If your submission, including any attachments, may contain **CLASSIFIED INFORMATION**, please contact the [ICIG HOTLINE](#) (Open: 855-731-3260 • Secure: 933-2800) to determine appropriate submission procedures.

PART 1 – YOUR INFORMATION

(*) Required Information

1. Current Status*

- ☐ Current employee of an element of the Intelligence Community.
- ☐ Current employee assigned or detailed to an element of the Intelligence Community.
- ☐ Current employee of a contractor to the Intelligence Community.
- ☐ Not a current employee of the Intelligence Community or a current employee of a contractor to the Intelligence Community. **STOP** and contact your former agency Office of Inspector General or the Office of Special Counsel for information on making a disclosure.

2. Do you intend to report an urgent concern complaint to Congress pursuant to 50 U.S.C. § 3033(k)(5)?

- ☐ Yes ☐ No



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3. I know about the information I am disclosing here and:

- ☐ I have direct and personal knowledge
- ☐ I heard about it from others.

4. Please identify the type of agency wrongdoing you are alleging (check all that apply).

- ☐ A serious or flagrant problem, abuse, violation of law or Executive Order, or deficiency relating to the funding, administration, or operations of an intelligence activity involving **classified** information, but does not include differences of opinion concerning public policy matters. **STOP** and contact the **ICIG Hotline (855-731-3260)** to determine appropriate submission procedures for disclosures containing **classified** information.
- ☐ A false statement to Congress, or a willful withholding from Congress, on an issue of material fact relating to the funding, administration, or operation of an intelligence activity.
- ☐ An action, including a personnel action described in section 2302(a)(2)(A) of Title 5, constituting reprisal or threat of reprisal prohibited under subsection(g)(3)(B) of this section in response to an employee reporting an urgent concern in accordance with this section.

DATA REQUIRED BY THE PRIVACY ACT OF 1974

PURPOSE: To obtain sufficient information to inquire into matters presented and to provide appropriate responses, referrals, or inquiries, where deemed appropriate.

ROUTINE USES: Information is used for official purposes within the Office of the Director of National Intelligence (ODNI) and the ICIG; to answer complaints or respond to requests for assistance, advice, or information; by Members of Congress and other government agencies when determined by the ICIG to be in the best interest of the Intelligence Community.

5. Contact Information of person making an “urgent concern” disclosure. **(Do not include classified information on this form or attachments.)**

Prefix (Mr., Mrs., Ms., Rank, or Title) _____

First Name* _____ Middle Name _____

Last Name* _____

Mailing Address _____

Telephone Number(s)* _____ (Primary)

_____ (Secondary)

Fax Number _____

Email Address(es)* _____



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6. Your current position, title, series, and grade

7. Your current Agency or Employer*

Choose one of the following options, or enter your status if not listed.

Select One

Other: _____

8. Do you have legal or other representation for this request?

☐ Yes (please complete questions 8a and 8b)

☐ No

8a. Legal or other representative information:

Name of Representative:* _____

Type of Representative : ☐ Legal ☐ Other

Notice of Representation attached: ☐ Yes ☐ No

8b. Representative's Contact information:

Mailing Address _____

Telephone Number(s)* _____ (Primary)

_____ (Secondary)

Fax Number _____

Email Address(es)* _____



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PART 2 – DETAILS OF YOUR DISCLOSURE

1. Please describe the urgent concern that you are disclosing, indicating how the actions fit within the type(s) of wrongdoing that you checked in Part 1, item 4. Be as specific as possible about dates, locations, and the identities and positions of all persons named. Your ability to succinctly identify the issue and supporting facts will assist in the processing of your disclosure. If necessary, please continue on a separate sheet of paper. **(Do not include classified information on this form or attachments.)**

| | |
|---|-----------------------------|
| | |
| Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No | Total Pages Attached: _____ |

2. Please identify the U.S. Government department or agency involved in your disclosure.

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3. Please identify the organizational unit of the department or agency involved in your disclosure.
(Do not include classified information on this form.)

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PART 3 – OTHER ACTIONS YOU ARE TAKING

Please indicate in this section if you have filed your complaint with any other entity, including other Inspector General offices, and/or Members of Congress. If you have contacted other entities, clearly identify the agency, office, or command, and provide your understanding of the current status of your matter.

1. I have reported this matter to another organization(s)/agency(ies)?* ☐ Yes ☐ No
2. If yes, which organization(s)/agency(ies)? _____
3. When did you report the matter? _____
4. What is the status of that complaint? ☐ Open ☐ Under Investigation ☐ Closed ☐ Unknown
If you have received any responses from those entity(ies), please provide copies.

PART 4 – ADDITIONAL DOCUMENT SUBMISSION (DO NOT ATTACH CLASSIFIED INFORMATION TO THIS FORM)

1. I am submitting additional documents* ☐ Yes ☐ No
2. The attached documents are UNCLASSIFIED* ☐ Yes ☐ No
If no, contact the ICIG Hotline for guidance on how to submit a classified complaint.
3. I will submit supporting documents by ☐ Email ☐ Mail ☐ Fax
4. Total pages attached _____



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PART 5 – CERTIFICATION AND SIGNATURE

By signing below, you acknowledge the following:

- ☐ *I understand that in handling my disclosure, the ICIG shall not disclose my identity without my consent, unless the ICIG determines that such disclosure is unavoidable during the course of the investigation or the disclosure is made to an official of the Department of Justice responsible for determining whether a prosecution should be undertaken.
- ☐ *I understand that this form and any supporting documents transmitted to the ICIG will undergo classification review under the *National Security Act of 1947*, 50 U.S.C § 3001 *et seq.*
- ☐ *I certify that all of the statements made in this complaint (including any continuation pages) are true, complete, and correct to the best of my knowledge and belief. I understand that, pursuant to 18 U.S.C. § 1001, knowingly and willfully making a false statement or concealing a material fact in any matter within the jurisdiction of the Executive Branch, including the ICIG, is a criminal offense punishable by a fine of up to \$10,000.00, imprisonment for up to five (5) years, or both.

Signature

Date