

## MAKING A COMPLAINT

The information in this complaint form will be used by PGO solely in the administration of the complaints and discipline processes described in the Act. The information in this complaint form is subject to the confidentiality provisions of Section 36 of the Act, and will not be disclosed or communicated by PGO to any other person, except as required in connection with PGO's administration of the complaints and discipline processes, or with the consent of the person to whom the information relates. For more information, see PGO's Privacy Policy at [www.pgo.ca](http://www.pgo.ca) or contact PGO's office.

<b>Complaint Form</b>		
<b>To: The PGO Registrar (<a href="mailto:registrar@pgo.ca">registrar@pgo.ca</a>)</b>		
1.1	Name of individual filing complaint (Complainant):	
1.2	Complainant contact information (address (required), phone, email):	
2.1	Name of PGO license holder (the person the complaint is about):	
2.1.1	License number (if known):	
2.2	Name of Company or Certificate of Authorisation holder (if known):	
2.2.1	Address of Company/Certificate of Authorisation holder (if known):	
<b>3.</b>	<b>Particulars of Complaint (date and location)</b>	
3.1	Approximate time period during which the activity complained about occurred (MM/YY-MM/YY):	
3.2	Location in which the incident took place (to the best of your knowledge):	

4.	Brief description of the work that the license holder or company/Certificate of Authorisation holder was undertaking at the time (if known – otherwise leave blank):	
<b>5.</b>	<b>Complaint details and allegations</b>	
5.1	Please indicate your complaint in the space provided below. Please provide as much detail as possible (use additional pages if required). Should any supporting documentation, such as letters, reports, pictures, emails, etc., please submit the documents with this form or indicate the availability of such documentation.	
6.	Are there any other witnesses concerning the subject of the complaint?	
7.	Are you willing to give evidence under oath concerning your complaint?	
8.	Signature of Complainant	
	Date	

**Please mail or email the completed form to:**

Professional Geoscientists Ontario  
 Attention: REGISTRAR  
 155 University Avenue Suite 302  
 Toronto, ON, M5H 3B7  
[elewis@pgo.ca](mailto:elewis@pgo.ca) or [registrar@pgo.ca](mailto:registrar@pgo.ca)