



**U. S. DEPARTMENT OF ENERGY  
Employee Concerns Reporting Form**

If you have a concern to report, please complete this form and mail it to the appropriate address. You may also report your concern verbally to the site representative.

**NOTE:** You are encouraged to attempt resolution of your concern or problem initially with your supervisor and/or in accordance with your employer's established Concerns Program reporting procedures.

**This Report Must Not Contain any Classified Information.**

In order for the Employee Concerns Program (ECP) Representative to thoroughly investigate your concern, you are asked to complete as much of the following information as you can, including your name and work location. However, your anonymity will be protected if you so indicate.

1. Does your concern involve an immediate danger to employees, the environment, or the public?  Yes  No  Unknown
2. Nature of Concern:  Violation  Hazard  Other  
(Specify): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (attach additional sheets if necessary).
3. What do you believe may be the consequence(s) if your concern remains unaddressed?  
 Loss of life or injury  Damage or loss to environment  
 Damage or loss of safety-related facilities  Other: \_\_\_\_\_
4. Who is your Employer?  DOE  Contractor  Subcontractor  Other (Specify): \_\_\_\_\_
5. Have you reported your concern to any other source?  Yes  No (If Yes, to whom) \_\_\_\_\_
6. Identify any individuals (name and phone) you believe should be contacted regarding your concern (e.g. to provide additional information): \_\_\_\_\_
7. Do you want your name kept confidential?:  Yes  No \_\_\_\_\_ Name \_\_\_\_\_ Date \_\_\_\_\_

**Mail to: DOE Employee Concerns Program at the Respective Site or Call:**

John Rampe, EMCBC U. S. Department of Energy 250 East 5 <sup>th</sup> Street, Suite 500 Cincinnati, OH 45202 513-246-1365	Lynette E. Chafin, EMCBC Small Sites U.S. Department of Energy 250 East 5 <sup>th</sup> Street, Suite 500 Cincinnati, OH 45202 513-246-0461	Susan Sparks, PPPO U. S. Department of Energy 1017 Majestic Drive, Suite 200 Lexington, KY 40513 859-219-4016
Patti Crockett, CBFO U. S. Department of Energy P.O. Box 3090 Carlsbad, NM 88221-3090 575-234-7571		Christopher Eckert, WVDP U.S. Department of Energy Ashford Office Complex, 9030 U.S. Route 219 West Valley, NY 14171 716-942-4783