



## **Metropolitan Water Reclamation District of Greater Chicago**

### **Metropolitan Water Reclamation District of Greater Chicago Office of the Interim Inspector General Intake Form (Confidential – For Official Use Only)**

The Office of the Interim Inspector General (OIG) for the Metropolitan Water Reclamation District of Greater Chicago (MWRD) is authorized by MWRD Ordinance (O25-010) to detect, deter and prevent corruption, fraud, waste, mismanagement, unlawful political discrimination and misconduct in the operations of the MWRD. The OIG jurisdiction includes all MWRD employees, agents, elected and appointed officials, MWRD contractors and subcontractors providing goods and services and persons and business entities seeking MWRD contracts, agreements, leases and permits.

If you have information or wish to file a complaint regarding MWRD operations, please utilize this OIG Intake Form. When completing the OIG Intake Form, please provide as much detail as possible and attach any additional sheets if necessary. You may submit the OIG Intake Form anonymously although in certain matters the OIG may be limited in its ability to fully investigate the case if you choose to do so.

#### **1. Your Personal Contact Information.**

Full Name:

Home Address:

Telephone Number(s):

Email Address:

Preferred Contact Method: Phone ☐ Email ☐ Mail ☐

Are you an employee of the MWRD? If so, list your department and employee identification number.

#### **2. Subject (Accused) Individual(s) and/or MWRD Affiliated Organization or Business Entity involved.**

(a) Please provide information about the subject individual(s):

Full Name(s):

Address(es):

MWRD Affiliation (i.e., employee, agent, elected or appointed official):

(b) Please provide information about the MWRD affiliated contractor, subcontractor or other business entity involved:

Name of organization:

Address of organization:

#### **3. Complaint (Allegation(s)) or other Information.**

Please provide a detailed description of the allegations of your complaint or other information being submitted. Include name(s), date(s), location(s), the specific conduct or concern(s) involved, and the manner in which you learned of this information. All relevant facts should be included.

#### 4. Supporting Evidence.

Are there any documents(s), photographs(s), recording(s) or other evidence relating to this matter? If so, please list and describe each piece of evidence.

Can you provide copies? Yes ☐ No ☐

#### 5. Witness(es) Information.

Please identify any individual(s) who has information concerning this matter.

Name(s) of witness(es):

MWRD affiliation of witness(es):

Contact information of witness(es):

#### 6. Related Proceedings.

Has this matter been filed with any other Federal, State, or Local court or agency? If so, please identify the court or agency and indicate whether the matter has been resolved and briefly summarize its outcome or whether it remains pending.

Has this matter been filed as a grievance or submitted directly to MWRD management for consideration? If so, please identify the recipient of the complaint or grievance and briefly summarize its outcome or whether it remains pending.

#### 7. Affirmation, Signature and Submission. (If submitting anonymously, please skip the affirmation and signature portions below).

I affirm that the information provided is true and accurate to the best of my knowledge and belief:

Signature:

Date:

**Submission instructions:** You may submit the OIG Intake Form through the MWRD Portal, via email to [inspectorgeneral@mwrdd.org](mailto:inspectorgeneral@mwrdd.org) or directly to the Office of Interim Inspector General, 100 East Erie Street, Chicago, Illinois 60611. If you have any questions, please contact the Office of the Interim Inspector General at (312) 751-6590.

**Note:** Please be advised that the Office of the Interim Inspector General has the authority to share information with law enforcement authorities under the appropriate circumstances. Any information provided on this form will be confidentially maintained and will only be released as required by law in accordance with the Office of the Interim Inspector General Ordinance, O25-010 (2025).