

TRIBAL REGULATORY COMMISSION

§33-2-8(c) COMPLAINT FORM

**This complaint against the TERO Director and/or TERO Department Staff may be filed at the Legal Department Office or at the Tribal Regulatory Division Office no later than five (5) days from the date of the action upon which the complaint is based. You may also submit this form via email at TRC-TGB@pci-nsn.gov.

Complaint Date: _____
Complainant Name: _____ Telephone Number: _____
Mailing Address: _____
Email Address: _____
Business Name: _____
TERO Staff Involved: _____

When and where did the alleged action (or omission) occur?

Date: _____
Time: _____
Location: _____

Lists all facts related to the alleged action (or omission), specifically how and what actions by the TERO Director and/or TERO staff are in excess of the authority granted to the TERO Director and TERO Department by TERO Title or is otherwise in violation of Tribal law: _____

List the Section(s) of Title 33 violated: _____

List others or witnesses involved, if any:

Name: _____
Contact Information: _____
Name: _____
Contact Information: _____

*I certify that the information set forth in this complaint is true, accurate, and complete to the best of my knowledge.
I understand that this complaint will be filed with the Tribal Regulatory Commission and that a hearing may be scheduled.*

Complainant Signature

Date

Subscribed and affirmed before me in the county of _____, State of _____, this ____
day of _____, 20____

(Notary's official signature)

(Commission Expiration)

LEGAL DEPARTMENT OR REGULATORY AFFAIRS DIVISION OFFICE USE ONLY:

Date Received: _____ Time Received: _____

Received By: _____ Forwarded Date: _____

TRC COMPLAINT FORM INSTRUCTIONS

Pursuant to Section 33-8-2(c) of Title 33 (Tribal Employment Rights) of the Poarch Band of Creek Indians Tribal Code, “any person, group of persons, organization, or entity who believes that an action by the TERO Director or staff is in excess of the authority granted by this Chapter or otherwise in violation of Tribal law” may file a complaint against the Tribal Employment Rights Office (TERO) with the Tribal Regulatory Commission at the Legal Department office. The complainant may file the complaint form at the Tribal Regulatory Affairs Division Office and it will then be transferred to the Legal Department.

Please complete all parts of the form. The form must be signed before a notary public to be considered an official complaint filed with the Commission. As indicated, communications regarding the complaint will be handled by email or certified mail.

After this notarized complaint form is received, the Tribal Regulatory Commission will review the complaint with the Legal Department to determine if it falls within the jurisdiction of the Commission to conduct a hearing. The complainant will be notified accordingly.

If you have questions, contact the Legal Department at (251) 368-9136 Ext. 2525.

Specifically, § 33-8-2 fully reads as follows:

Title 33 Tribal Employment Rights

§ 33-8-2 Complaint

- (a) Subject to Section 33-8-1, any Tribal Employee or Certified Business or applicant for the foregoing who believes that an Employer or Contractor has violated rights protected by this Title may file a written complaint with the TERO Office.
- (b) The complaint must be sworn to by the complainant and shall be filed within five (5) business days after the complainant’s receipt of notice of exhaustion of all administrative remedies for any alleged violation of Chapter 3 of this Title or within six (6) months after the date of the most recent incident(s) for any alleged violation of Chapters 4-7 of this Title. The complaint shall be in writing, signed by the complainant, and describe the Employer’s or Contractor’s action and how that action has violated this Title.
- (c) **Any person, group of persons, organization, or entity who believes that an action by the TERO Director or staff is in excess of the authority granted by this Chapter or is otherwise in violation of Tribal law may file a complaint with the Commission at the Legal Department office. The complaint must be filed no later than five (5) days from the date of the action (or omission) upon which the complaint is based. A hearing on such complaint shall be heard pursuant to Section 33-8-6...**