ENVIROCERT International, Inc.®

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HOW TO FILE A COMPLAINT

EnviroCert International, Inc. (EnviroCert) is a nonprofit organization whose purpose is to safeguard life, health and property; and to promote the public welfare through the certification of qualified stormwater practitioners. Anyone holding any of the following certifications is required to comply with the EnviroCert Code of Ethics.

- CPESC® (Certified Professional in Erosion and Sediment Control™)
- CPSWQ® (Certified Professional in Storm Water Quality™)
- CESSWI™ (Certified Erosion, Sediment and Storm Water Inspector™)
- CMS4S™ (Certified MS4 Specialist™)

EnviroCert will investigate complaints of violations of the Code of Ethics. Violations include but are not limited to: failure to comply with the Code of Professional Conduct, and committing acts of fraud, deceit, misrepresentation, negligence, and/or incompetence in the practice of stormwater and stormwater related fields.

EnviroCert also has the authority to investigate allegations against uncertified individuals. EnviroCert may pursue legal actions, which may include reporting to the State Attorney General. EnviroCert can take disciplinary action if the investigation reveals that an individual has violated the Code of Ethics (PS.6013). Such action can involve suspending or revoking the person's certification, issuing an administrative citation, or referring the matter to the district attorney for criminal prosecution.

In order to investigate the complaint, provide EnviroCert with all of the information available about the problem. We need a complete chronological description, including specific dates, of the situation. Also needed is the names, addresses, and telephone numbers of other person(s) who know about the situation, including the names of any city and/or county staff who may have been contacted about the problem. EnviroCert needs all the facts that can be provided in order to process the complaint. EnviroCert does not have the resources to investigate inquiries based only upon suspicion or speculation.

Be sure to provide copies of ALL DOCUMENTS about the complaint, including plans, drawings, calculations, maps, reports, plan-check comments, letters, contracts, and invoices. Before mailing the complaint, make an extra copy of everything for personal files because we cannot return the documents once the investigation is completed.

If more information is needed regarding how to file a complaint about a possible violation of the EnviroCert Code of Ethics, please contact the EnviroCert Board President at 1-828-655-1600.