

Ethical Misconduct Allegation

Date: [Insert Date]

To: [Recipient Name]

Position: [Recipient Position]

Organization: [Organization Name]

Address: [Organization Address]

Dear [Recipient Name],

I am writing to formally report an allegation of ethical misconduct involving [Name of the Individual/Individuals] within [Department/Team/Project]. The conduct in question includes the following:

- [Describe the specific unethical behavior or misconduct]
- [Provide additional details or examples]

This conduct not only breaches our organizational values but may also violate relevant laws and regulations. I believe it is crucial for the integrity of our workplace to address this matter promptly.

I request that a formal investigation be initiated to examine this allegation thoroughly. I am willing to provide further information and cooperate as necessary during this process.

Thank you for your attention to this serious issue. I look forward to your timely response.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]