

UVM Privacy Complaint Printable Form



Use this form if filing a privacy complaint. A complaint is an expression of dissatisfaction with a situation or the behaviors of an employee. Please see our website for a description of a complaint versus an incident or a violation.

INSTRUCTIONS: Fill out each question as thoroughly as possible. All questions marked with an * are required. If more space is needed, please attach a separate page.

Contact Information

1. *Your first & last name: _____
2. Title, Position or Affiliation: _____
3. College, School or Department: _____
4. *Email Address: _____
5. Phone Number: _____ Home Cell Work
6. Can we text you at this number? Yes No

Violation Information

7. *When do you believe the incident occurred (dates)? If unknown, write "unknown". _____
8. *Are you filling this form out on behalf of someone else? Yes No
*If yes, who is that person (name): _____
*If yes, what is your relationship to that person: _____
9. *Who do you believe violated the privacy rights? (Be specific – individual's name, department, UVM affiliate, etc.) If unknown, write "unknown":
Name: _____
Address: _____
Phone Number: _____
Email Address: _____
10. Please describe how and why you believe the privacy rights were violated. Give as many details as possible: _____

Signature

Printed Name: _____

Signature: _____

Date: _____

Mail Form To:

Via Email: privacy@uvm.edu

Regular Mail: University of Vermont
Office of Compliance & Privacy Services
ATTN: Chief Privacy Officer
B159, Billings Library
48 University Place
Burlington, VT 05405