



Ethics Violation Report Form

Barbershop Harmony Society · Revised July 2026

For use when online or telephone filing is not practical

Please file online when possible — it is our preferred and encouraged channel.

The Society's confidential online reporting system (Miratech/Syntrio) is available 24/7 in English, Spanish, and French, logs your report immediately, and is the only channel offering anonymous two-way follow-up using a report number and PIN.

Start online: www.barbershop.org/guide-to-bhs-ethics-procedures

By phone: English 833-214-2442 · Spanish (USA/Can) 800-216-1288 · French (Can) 855-725-0002 · Spanish (Mex) 800-681-5340

Submitting this form

Email the completed form and any supporting documents to ethics@barbershop.org, or mail to: Barbershop Harmony Society, 110 7th Ave. N, Nashville, TN 37203 — Attn: Ethics Complaint (Confidential). Mailed and emailed forms are received and opened only by the CEO, COO/CFO, or their designee, and logged in the Society's confidential reporting system with a Case Tracking Number. Any person — member or non-member — may file a report. Retaliation against anyone who files a report or participates in an investigation is itself an ethics violation.

SECTION 1 — ABOUT YOU (THE REPORTER)

Do you wish to share your identity with the Society?

Yes — I wish to share my identity in this report

No — I wish to remain anonymous

Anonymous reports are always accepted and reviewed; however, the Ethics Committee's ability to investigate fully and reach certain resolutions may be limited if it cannot follow up with you. If you wish to remain anonymous, skip the contact fields below and exercise care that your description does not reveal your identity unless you wish it to.

Are you a current member of the Society?

Yes

No

Name:

Telephone:

Email:

Postal address:

SECTION 2 — ABOUT THE INCIDENT

Who are the individuals involved in this incident? (required)

Include the Society member(s) the report concerns and any others involved.

Chapter, District, event, or location you are reporting:

Address / exact location of the incident:

When did the incident occur? (date or dates)

More than once?

Yes

No

Was a Society, District, or Chapter officer, board member, or staff member involved?

Yes

No

SECTION 3 — TYPE OF INCIDENT (CHECK ALL THAT APPLY)

Code of Ethics Violation	Harassment	Sexual Harassment	Discrimination
Hostile Environment	Threat of Violence	Violence	Retaliation or Retribution
Abuse of Benefits	Conflict of Interest	Improper Gifts	Fraud
Embezzlement	Theft of Property	Falsification of Records	Accounting / Financial Controls
Compliance / Regulation Violation	Safety Concerns	Substance Abuse	Sabotage or Vandalism
IT Security	Environmental Issues	Waste / Abuse	Willful Misconduct
Unusual or Suspicious Activity	Customer / Member Service	Time Abuse	Other (describe below)

SECTION 4 — WHAT WOULD YOU LIKE TO REPORT? (REQUIRED)

Please provide all details regarding the alleged incident, including any information that could be valuable in evaluating this situation, and identify the provision(s) of the Code of Ethics you believe were violated, if known. Take your time and provide as much detail as possible — but exercise care not to include details that may reveal your identity unless you wish to do so. Attach additional pages and supporting documents as needed.

SECTION 5 — PRIOR REPORTING, WITNESSES, AND FOLLOW-UP

Has this incident been reported to anyone within the Society? Yes No To whom:

Has this incident been reported to anyone outside the Society (e.g., law enforcement)? Yes No

Were there any witnesses? Yes No If yes, names / contact info:

Are you willing to assist further if asked (anonymously, if applicable)? Yes No

Are you attaching supporting documents? Yes No If yes, list:

SECTION 6 — SIGNATURE (OPTIONAL FOR ANONYMOUS REPORTS)

Signature: _____ Date: _____

Confidentiality and how your report is handled

Your report will be handled confidentially, logged with a Case Tracking Number, and acknowledged. The Society Ethics Committee conducts an initial review within 14 days of receipt. The ethics process is administrative, not legal: it does not determine guilt or innocence, but rather assesses conduct against the Code of Ethics and suitability for continued membership and participation in the Society. If the conduct you are reporting may be illegal or otherwise wrongful, we always recommend contacting local law enforcement — filing an ethics report is not a substitute for reporting a crime. For the complete procedure, see the BHS Ethics Manual at www.barbershop.org/guide-to-bhs-ethics-procedures.