**Case Number:**

**Investigator:**

**Complainant:**

**Date Complaint Filed:**

**Filed within 1 year of most recent PA? Yes/No**

**Statutory Authority:** Title 10, United States Code, Section 1034 (10 U.S.C. 1034), “Protected communications; prohibition of retaliatory personnel actions,” as implemented by DoD Directive 7050.06, “Military Whistleblower Protection.”

**Case Summary:**

**Element 1: Did Complainant make or prepare to make a protected communication (PC), or was Complainant perceived as making or preparing a protected communication?**

**Alleged PC #1: *(add more as needed)***

**Description:**

**To whom:**

**Date:**

**Determination: Protected/Not Protected**

**Element 2: Was an unfavorable personnel action (PA) taken or threatened against Complainant, or was a favorable personnel action withheld or threatened to be withheld from Complainant?**

**Alleged PA #1: *(add more as needed)***

**Action:**

**By whom? (Responsible Management Official (RMO)):**

**Were there other individuals involved in recommending, approving, or influencing the PA?**

**Date:**

**Determination: PA/Not PA**

**Possible Inference of Knowledge? Yes/No**

**Explain:**

***Knowledge Questions to ask Complainant:***

* Did the RMO have knowledge of the PC or suspect you?
* What, if anything, was done in response to your PC(s)?
* How much time passed between your PC(s) and the PA(s) taken against you?

**Inference of Causation:** Does the complaint, as supplemented by an interview of the complainant support an inference of reprisal—that is, a causal connection between the PC and the PA? This can be met where the facts suggest the existence of one or more of the following:

• The PA followed closely behind the PC

• The PC was about something that would give the RMO motive to reprise

• The RMO expressed animosity toward the Complainant and/or the PC

• The Complainant received worse treatment than others in similar situations who have not made PCs

**Possible Inference of Causation: Yes/No**

**Explain:**

***Causation Questions to ask Complainant:***

* Why do you believe the action taken, withheld, or threatened was in reprisal?
* What motive would the RMO have to reprise against you?
* What were the reasons provided to you by the RMO for the action they took?

**Prima Facie Allegation? Yes/No**

**Recommendation: Dismiss/Investigate**