



**STATE OF OHIO
ADJUTANT GENERAL'S DEPARTMENT
2825 WEST DUBLIN-GRANVILLE ROAD
COLUMBUS, OHIO 43235-2789**

NGOH-IGZ

17 December 2025

MEMORANDUM FOR CIVILIAN EMPLOYEES IN THE OHIO NATIONAL GUARD

SUBJECT: The Right of Civilian Employees to Present Complaints or Request Assistance from the Inspector General

1. All Civilian employees have the right to present complaints or requests for assistance to the Inspector General. These complaints or grievances may include what the Civilian employee reasonably believes to be evidence of fraud, waste, and abuse.
2. Before visiting the Inspector General, you should consider whether your immediate supervisor can address your concerns in a more prompt manner or by following one of the procedures outlined in paragraph three below. Remember to obtain permission to be absent from your duties if you wish to visit the Inspector General during duty hours. You are not required to tell anyone why you want to speak to an Inspector General.
3. Civilian personnel regulations prescribe procedures for Civilian employees to submit complaints that pertain solely to Civilian employment matters. These include complaints on such personnel actions as reductions-in-force, removals, disciplinary measures, and similar actions. If you want to submit this kind of complaint, contact Labor Relations at (614) 336-7051 or at 614-570-2932 who will give you information about the pertinent regulations and tell you the procedures to follow. However, if you are a member of a recognized bargaining unit and there is a negotiated grievance procedure, you must file your complaint concerning employment matters by following that procedure. If you want to submit a complaint about discrimination in employment because of race, color, religion, sex, age, national origin, or disability, contact the Equal Employment Opportunity Officer at 614-336-7245.
4. If you have a complaint about matters other than Civilian employment, or a complaint about possible regulatory or procedural violations concerning personnel actions that you feel your supervisor has failed to (or cannot) resolve, you may visit, call, or write to your local Inspector General using the following contact information:

Name: Colonel Nathan B. Maertens
Building: Beightler Armory
Room: C222
Address: The Adjutant General's Department
ATTN: NGOH-IGZ
2825 West Dublin Granville Road
Columbus, Ohio 43235-2789

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Telephone: Commercial: 614-336-7030

Toll Free: 1-888-766-3812

Email: ng.oh.oharnng.mbx.ohio-ng-inspector-general@army.mil

5. If you believe that your local Inspector General's response to your concerns is not fair, complete, or in accordance with law or regulation, or if you believe that contacting your local Inspector General may jeopardize your interests, you may contact:

The National Guard Bureau Inspector General (NGB-IG)

Commercial: 571-714-7444

ng.ncr.ngb-armg.mbx.ngb-ig@army.mil

Department of the Air Force Inspector General (SAF-IG)

Commercial: 202-404-5354

Toll Free: 1-800-538-8429

saf.ighotline@us.af.mil

Department of the Army Inspector General (DA-IG)

Toll Free: 1-800-752-9747

USARMYDAIGassistance@army.mil

Department of Defense Inspector General (DoD-IG)

Commercial: 703-604-8799

Toll Free: 1-800-424-9098

6. You may report complaints about hazardous work conditions (unsafe or unhealthy) by using procedures outlined in Department of the Army Pamphlet (DA PAM) 385-10 Chapter 2 and Department of the Air Force Instruction (DAFI) 91-202 Chapter 4.

7. In accordance with Army Regulation 20-1 Paragraph 1-13, and Department of the Air Force Instruction 90-301 Paragraph 3-2, an Inspector General has the responsibility to protect and safeguard to the maximum extent possible the personal identity of individuals seeking assistance or participating in an Inspector General process. However, an Inspector General does not have the legal privilege of confidentiality and has no authority to grant promises of confidentiality. This is true for all people who ask the Inspector General for help, make a complaint, contact or assist an Inspector General during an inspection or investigation, or otherwise interact with an Inspector General.

8. Department of the Army and Air Force personnel are prohibited from taking any action that restricts you from filing a complaint, seeking assistance, or cooperating with the Inspector General. These same individuals are prohibited from taking any

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disciplinary or adverse action against you for filing a complaint, seeking assistance, or cooperating with the Inspector General, Special Counsel, or another employee designated by the head of the agency to receive such disclosures. However, if you lie or knowingly make false accusations to the Inspector General, you may be subject to disciplinary action.



NATHAN B. MAERTENS, Colonel, USAF
State Inspector General

Encl
Before You Tell it to Your IG

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