



## U.S. Office of Special Counsel

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Washington, DC 20036-4505

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### U.S. Office of Special Counsel's Certification Program Registration Form

The U.S. Office of Special Counsel's (OSC) Certification Program allows federal agencies to meet the statutory obligations of 5 U.S.C. § 2302(c), the Dr. Chris Kirkpatrick Whistleblower Protection Act, and the Office of Special Counsel Reauthorization Act of 2017. In addition to the existing requirements of the program, these statutes require agency heads to ensure that their employees receive yearly information about whistleblower protection laws and to provide annual *supervisory* training on how to respond to complaints involving whistleblower protections. If you have any questions about completing this form or OSC's Certification Program, please contact OSC's Diversity, Outreach, and Training Unit at [certification@osc.gov](mailto:certification@osc.gov).

Please refer to our [Certification Process Instructions](#).

#### General Information

##### Registering Agency or Office:

Agency and OIG

Agency

OIG

Component (please indicate parent agency)

#### Contact Information

Please provide the contact information for the official responsible for implementing OSC's Certification Program (the individual's name and phone number will be placed on OSC's website as the point of contact once the agency is certified).

Name:

Title:

Email:

Phone:

Address (to send certificate):

## Agency Information

1. List the agency components included under this registration and in certification efforts:
2. Approximate number of supervisors in agency:
3. Approximate number of non-supervisory employees:
4. Estimated target date for completion of program:
5. Do all employees have email capabilities?  Yes  No
6. Do all supervisors have Internet access?  Yes  No
7. Does your agency have video-teleconferencing, Skype or webcast capabilities?  Yes  No
8. Does your agency sponsor supervisory training?  Yes  No
9. In what manner and how often does your agency conduct new employee orientation?

## Confirmation of Registration

Signature of official responsible for  
implementing OSC's Certification  
Program:

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