



## **Guidelines for Reporting Rules Violations to the RPNM Rules Advisory Committee**

The Republican Party of New Mexico (RPNM) values integrity and adherence to its governing rules. To ensure proper handling of rules violations, the following guidelines have been established for submitting a complaint to the Rules Advisory Committee.

***\*\*\*Note that you must be a registered Republican in the State of New Mexico.***

### **Step 1: Prepare Your Complaint**

1. **Clearly State the Complaint:** Provide a detailed description of the alleged violation. Include specific actions or events that are in question.
2. **Cite the Specific Rule in Violation:** Reference the exact rule(s) from the RPNM governing documents that you believe has been violated. Be as specific as possible.
3. **Identify the Person(s) in Violation:** Clearly name the individual(s) or group alleged to have violated the rules. Include relevant details such as their role or position, if applicable.

### **Step 2: Submit the Complaint**

1. **Send Your Complaint to the Correct Contact:** Submit your complaint in writing via email to [USRsupport@gopnm.org](mailto:USRsupport@gopnm.org). Ensure all necessary information is included to facilitate the review process.
2. **Include Your Contact Information:** Provide your name, phone number, and email address so the committee can reach out if additional information is needed.

### **Step 3: The Review Process**

1. **Initial Review by the Rules Committee:** Upon receipt, the complaint will be reviewed by three members of the Rules Advisory Committee.
2. **Consultation with an Outside Opinion:** The three members will seek input from an outside advisor to ensure an unbiased perspective.
3. **Determination for Further Review:**
  - If the three committee members determine that the complaint warrants further consideration, the entire Rules Advisory Committee will be notified. The matter will be discussed, and a vote will be held.
  - If the three members decide the complaint does not require further attention, a reply will be sent to the complainant, explaining the decision.

Headquarters: 505-298-3662

5150 San Francisco RD NE #A, Albuquerque, NM 87109

Executive Director: Leticia Munoz [Leticia@gopnm.org](mailto:Leticia@gopnm.org)

Chair: [Amy@gopnm.org](mailto:Amy@gopnm.org)



#### **Step 4: Escalation Process**

1. **Committee Decision:** If the Rules Advisory Committee determines that the complaint requires further action, the decision will be forwarded to the RPNM Chair.
2. **Executive Committee Involvement:** The RPNM Chair will discuss the matter with the Executive Committee for final consideration.

#### **Step 5: Response to the Complainant**

1. **If No Further Action is Required:** The complainant will receive a response outlining the decision of the three-member review panel.
2. **If Action is Taken:** The complainant will be informed of the resolution after the matter has been reviewed by the full committee and Executive Committee, if applicable.

Send your email to [USRsupport@gopnm.org](mailto:USRsupport@gopnm.org). By following these steps, your complaint will be reviewed thoroughly and handled in accordance with RPNM rules and processes.

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