## **Raymond Ethics Committee**

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## "Public Service is a Public Trust"

## **COMPLAINT FORM:**

Complaint: A complaint is a process whereby a person can give specific information to the Ethics Committee for their review and finding. (Reference Ethics Code: Section IV)

## Complaint Procedures:

- All requests or complaints must be in writing, shall specify the provision of the code which the complainant believes was violated, and must be signed by the complainant.
- 2. When signing the complaint, the complainant shall acknowledge the following:
  - That he/she has read the Code of Ethics. a.
  - That he/she has a good faith basis for alleging a violation of the Code of Ethics. b.
  - That he/she has exhausted all other administrative avenues of relief available to C.
- 3. All complaints will be acknowledged within ten (10) working days.

Name of respondent: (person complaining again	st):	e
Section of Ethics Code thought to be violated:		
Nature of Complaint:		
(Use back of paper if necessary)		
Complainant Name:	Date:	
Address:		
Phone:	_Email:	*
Signature:		
Voted by the Ethics Committee		

Voted by the Ethics Committee

Adopted: August 26, 2003, Revised March 22, 2005