

CHEMUNG COUNTY BOARD OF ETHICS

REQUEST FOR ETHICS OPINION OR INVESTIGATION

REGARDING AN OFFICER OR BOARD MEMBER

SUBJECT TO CHEMUNG COUNTY ETHICS POLICY

The Chemung County Board of Ethics has the authority to render opinions and determinations of whether conduct of municipal Officers, Employees, or certain Board members subject to their jurisdiction are in contravention of the Ethics Code of the County of Chemung. The filing of a request for ethics opinion (Section 5.5) or complaint (Section 6.7) is a serious matter. Subjects of investigation will be given notice of the complaint. The complainant may request that his/her name and address remain confidential (Section 6.7), but the complainant may still be subject to appearance for testimony in the presence of the subject of the investigation, if determined necessary by the Ethics Board. Ethics Board determinations are provided to the party requesting the determination ("requestor") and the subject of the request ("subject"). The Ethics Board requires clear and convincing evidence before determining that a violation has occurred. A subject is protected from negative consequences of a complainant filed in bad faith, or without adequate factual basis. Requestors filing complaints in bad faith may be subject to adverse consequences. The penalty(s) which may be imposed upon the subject of the complaint (or a bad-faith requestor) are determined by the Chemung County Board of Ethics (in addition to any employment action that an employer may make). Except as stated above, the records and investigations of the Board of Ethics are confidential.

1. Name, Address, Telephone Number and Email of Requestor/complainant:

2a. If filing a request for **ETHICS OPINION**, name and title of subject, and statement of facts or circumstances in sufficient detail to aid in the formation of an advisory opinion:

(Attach additional pages and supporting documentation if necessary)

2b. If filing a **COMPLAINT**, name and title of subject of the Complaint including specific conduct (within past year, present or reasonably anticipated future) alleged to be unethical and/or illegal. Include facts, dates, times and places of the alleged conduct, and try to include the specific policy or law which you believe has been violated:

(Attach additional pages and supporting documentation if necessary)

3. Names, Addresses, Telephone Number and Email (if known) of any known witnesses to the request for opinion or complaint described in Paragraph 2, above.

I, _____, under penalty of perjury, upon my oath depose and say that the statements contained herein are true to the best of my knowledge.

Date

Signature of Requestor

Sworn to and subscribed before me
this ____ day of _____, 20__

Notary Public

NOTE: This form should be emailed to the Chair or any member of the Ethics Committee, c/o Chemung County Law Department, 203 Lake Street, P.O. Box 588, Elmira, NY 14902-0588.