Code of Ethics Notice of Violation Form

The Town of Monroe’s Code of Ethics is Chapter 4 of the Town of Monroe’s E-CODE and can be found on the town’s website, currently in the “Document Center” under the “Government” tab.

§4-2 of the Code of Ethics: The Town Board of the Town of Monroe recognizes that there are rules of ethical conduct for public officers and employees which must be observed if a high degree of moral conduct is to be continued and if public confidence is to be maintained in our unit of local government. The proper operation of the Town government requires that its officers and employees be independent, impartial, objective, unbiased and responsible to the people of the Town of Monroe; that public office not be used for personal gain; that public officers and employees maintain the highest standards of integrity and discharge faithfully the duties of their office, regardless of personal considerations; and that the public have confidence in the officers and employees thereof.

Under § 4-8 (a): Any Town resident may transmit a written notification of an alleged violation of the Code of Ethics to the Town Board of Ethics. Use this form to file such a notice.

Please read the Ethics Code prior to filing a notice of alleged violation. You MUST cite the specific section(s) that you allege have been violated.

- The Code applies to all Town employees; members of the boards, agencies, and commissions; officers; and consultants.
- Complaints must be submitted on this form in a sealed envelope addressed to the Chairperson of the Board of Ethics and delivered to the Town Clerk.

Person(s) making the notification of violation: ________________________________

Mailing address: ________________________________

Email address: ________________________________

Telephone number(s): ________________________________
**Explanation of Alleged Violation:**
Please state who was involved and that person’s position with the town; where and when (date) this occurred; what happened and why that violated the Code, citing the specific section number that has been violated. If additional space is needed, attach an additional sheet as well as any supporting materials.

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

I hereby certify the notification is true and accurate to the best of my knowledge and that any documents attached are true and accurate copies of the originals.

Signature of person making notification  Date