The Town of Avon Code of Ethics is housed in Chapter 13 of the Avon Town Code and may be accessed at <u>https://ecode360.com/12637805</u>.

The Town of Avon Board of Ethics is an advisory entity that is charged with the responsibility of investigating alleged violations of the Code of Ethics and thereafter, making recommendations to the Avon Town Board. The process to initiate an investigation by the Board of Ethics is as follows:

- 1. The Board of Ethics must receive a written directive from the Town Board in order to proceed with any investigation into an alleged violation of the Code of Ethics by any Town employee or public officer. Accordingly, any request for a review of an alleged violation must start with a written complaint to the Town Board.
- 2. Upon written directive from the Town Board to proceed, any person or persons requesting an investigation by the Board of Ethics shall submit such request in writing to the Board of Ethics, along with all pertinent documentation and information detailing the alleged violation.
- 3. The individual alleged to have committed a violation of the Code of Ethics shall be provided all information and documentation related to the allegations, as provided by the person or persons initiating the inquiry.
- 4. If deemed appropriate, the Board of Ethics may conduct interviews and other fact-finding measures to assist it in making appropriate findings and recommendations to the Town Board.
- 5. Upon completion of its investigation, the Board of Ethics shall, within thirty (30) days, submit written findings and recommendations to the Town Board for its consideration.