

ADVISORY OPINION REQUEST

City of Langley
PO Box 366
Langley, WA 98260
360-221-4433

Date: _____

Individual Requesting Opinion

Name (Last/First/MI) _____
Address _____
City _____ State _____ Zip _____
Home Phone _____ Work Phone _____ Email _____

Procedure

If an official, employee, consultant, volunteer, vendor or citizen has any doubt as to whether or not a proposed course of action is in opposition to this code of ethics, they may ask the Ethics Training and Advisory Board for an advisory opinion on the matter by completing this form. Advisory opinions are non-legally binding opinions and educational in nature only. They may not be used as defense against a legal challenge to the situations described in the advisory opinion. The process for requesting an advisory opinion of the ethics training and advisory board follows:

1. Informal discussions with members of the ethics board regarding ethical dilemmas will not be entertained.
2. Advisory opinions will only be rendered after a written request is sent to the city clerk. The request must not only cite the activity in question, but specific provisions in the principles of conduct (Section [1.25.050](#)), which are relevant to the ethical dilemma in question.
3. All requests for advisory opinions will be forwarded by the city clerk to the ethics and training advisory board for their review and opinion.
4. For each request, a draft opinion will be rendered in less than 30 days and will be based on the circumstance of the ethical dilemma in relation to the current code of ethics (this chapter).
5. All draft advisory opinions rendered by the ethics board will be forwarded to the city council for review, comment and final acceptance..
6. All advisory opinions will become a matter of public record and may be used as instructional case studies to emphasize various principles of the code of ethics. (Ord. 1028 § 2, 2016).

Statement

(use additional pages if needed)

Respectfully submitted by:

Signature _____ Date _____ Page 1 of _____