

**CODE OF CONDUCT FOR MEMBERS OF COUNCIL FOR
THE CORPORATION OF THE MUNICIPALITY OF THAMES CENTRE**

Appendix 3 - COMPLAINT PROTOCOL

- (1) Any member of Council, staff or the public that believes they have experienced or witnessed conduct in contravention with the Code of Conduct may file a complaint and request an investigation.
- (2) All complaints shall be in writing and signed by an identifiable individual.
- (3) A complaint shall set out reasonable and probable grounds for the allegation that the member as contravened the Code of Conduct and include a support affidavit that sets out the evidence in support of the complaint.
- (4) The complaint protocol information package shall be available at the Chief Administrative Officer or Clerk office. *Appendix B*