

## INFORMATION REQUEST FORM CODE OF CONDUCT (MUNICIPALITIES)

Town/City of: \_\_\_\_\_

This information may be made public on the Municipal and Provincial Affairs Website.

Please send completed form to your respective Municipal and Provincial Affairs Regional Office, no later than **March 3, 2023**. At any time, if the information provided on this form changes, please send an updated copy to your respective Municipal and Provincial Affairs Regional Office.

1.	Has Council adopted a Code of Conduct?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
	Date adopted: _____				
	Day                      Month                      Year				
2.	Has Council completed training on their municipality's adopted codes of conduct within 3 months of the establishment of their codes of conduct, as per section 13 of the <b>Municipal Conduct Act</b> ?				
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____		
	Date Training Completed:		_____		
			Day	Month	Year
3.	Are there any Councillors who have not completed training on their municipality's adopted codes of conduct within 3 months of the establishment of their codes of conduct, as per section 13 of the <b>Municipal Conduct Act</b> ?				
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____		
	If not completed, please provide details.				
	_____				
	_____				
4.	Have municipal officials completed training on their municipality's adopted codes of conduct within 3 months of the establishment of their codes of conduct, as per section 13 of the <b>Municipal Conduct Act</b> ?				
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____		
5.	Are there any municipal officials who have not completed training on their municipality's adopted codes of conduct within 3 months of the establishment of their codes of conduct, as per section 13 of the <b>Municipal Conduct Act</b> ?				
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____		
	If not completed, please provide details.				
	_____				
	_____				



Please return the form to:

**Please Email this Information Request Form to:** [MunicipalRO@gov.nl.ca](mailto:MunicipalRO@gov.nl.ca) **or Mail to:**

Department of Municipal and Provincial Affairs  
Municipal Support  
4th floor, West Block, Confederation Building,  
P.O. Box 8700  
St. John's, NL A1B 4J6

The personal information in this form is collected in accordance with subsection 61(c) of the **Access to Information and Protection of Privacy Act** and will be used only for the purpose of compliance information. Please contact Jacob Kimball, if you have any questions in this regard:  
[jacobkimball@gov.nl.ca](mailto:jacobkimball@gov.nl.ca)