

ICMA Ethics Review Process

Phase 1 Complaint Submission

Complaint reviewed by staff based on the Rules of Procedure criteria:

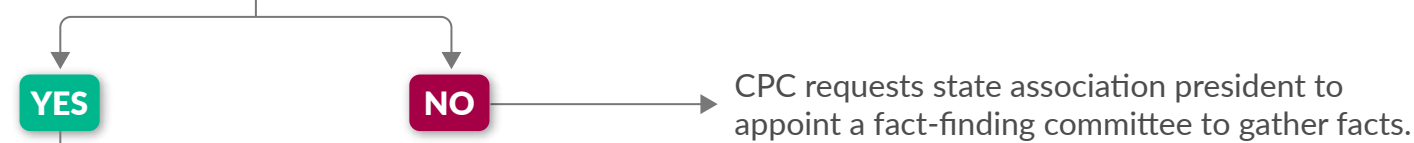
1. Did the complainant provide sufficient documentation to support the allegation(s)?
2. If the allegation(s) were proven true, would it violate the Code of Ethics?
3. The following individuals are eligible to submit a complaint:
 - A. Current ICMA Member(s);
 - B. Current state/country association member(s); or
 - C. An individual who is not a member and possesses first-hand knowledge of the alleged conduct, e.g. the member's employee(s) or a representative(s) of the member's governing body.

Note: Not all complaints go through all three phases.

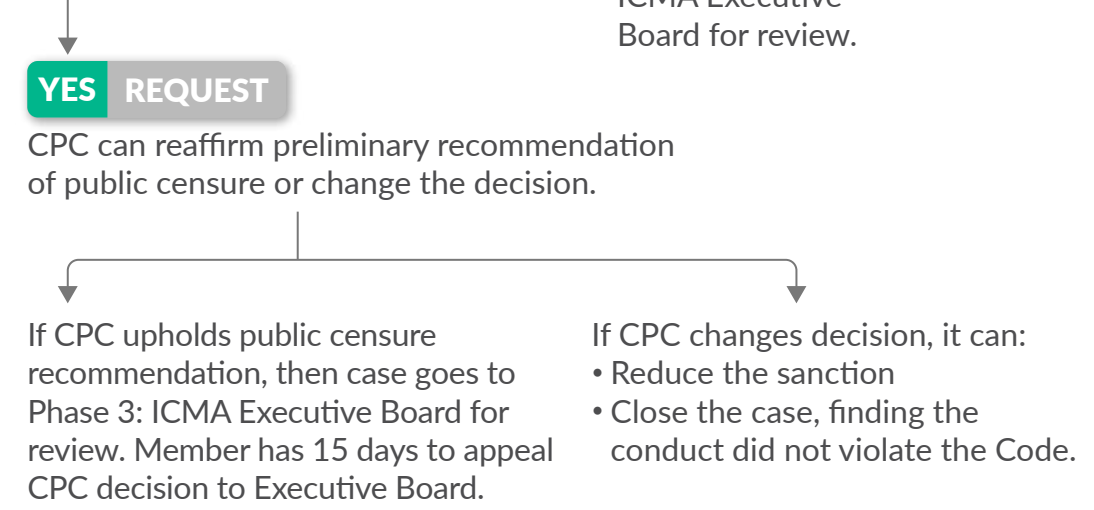
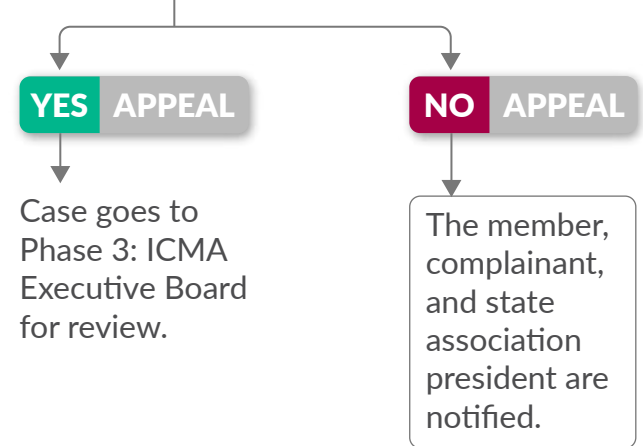
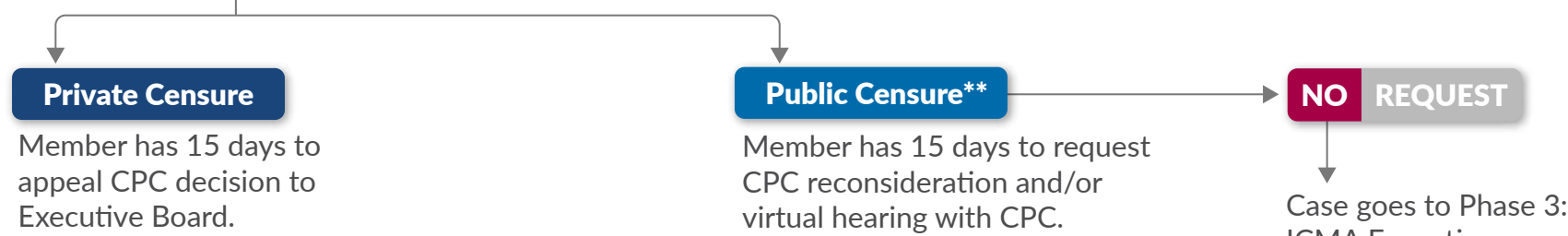
Phase 2 Committee on Professional Conduct (CPC)* Review

Contact member and give 30 days to provide perspective on the allegation. **OR** CPC recommends no formal review of the matter. The member and complainant are notified.

CPC reviews matter and determines if there are sufficient facts to reach a decision.



CPC determines type of sanction.



Phase 3 ICMA Executive Board Review

If requested, member can participate in appeal hearing before full board. Board can:

- Uphold CPC recommendation
- Reduce the sanction
- Close the case, finding the conduct did not violate the Code.

Decision is final.
Notify member, complainant, state association president, fact-finding committee (if applicable). If outcome is public censure, also notify governing body, email notice to membership, and press release.

◻ = process ends
↔ = direction

*CPC: A standing committee of up to six members of the ICMA Executive Board.

**Additional sanctions to public censure include credential revocation, membership suspension, membership bar, and membership expulsion.