

Frequently Asked Questions
about the
Code of Ethics of the Town of Greenwich

A. PERSONS COVERED BY THE CODE OF ETHICS

Q. Who is covered by the Code of Ethics?

A. All Town Officers are covered by the Code of Ethics. The definition of Town Officer for this purpose is quite broad. All Town employees or elected or appointed Town officials are Town Officers, even if they have no supervisory, administrative or executive duties. In addition, for purposes of the Code of Ethics, all agents or consultants to the Town are considered Town Officers.

Q. Are separate instrumentalities and agencies of the Town of Greenwich covered by the Code of Ethics?

A. Yes. The provisions of the Code are part of the Town Charter and cover any board, department, commission, committee, legislative body or other agency of the Town.

Q. Does the Code of Ethics cover only paid full time employees of the Town? Are part time employees, independent contractors or volunteers subject to the Code of Ethics?

A. The Code of Ethics covers employees and elected and appointed Town officials regardless of whether they are full time or part time employees, independent contractors or unpaid volunteers.

Q. If I work for, or am an appointed member of, a commission, board or agency that is funded by the State or federal government or was created by a state or federal statute, am I exempt from the Town Code of Ethics?

A. Not necessarily. Many of the functions of local government are funded by the federal or state government or are carried out by bodies that are organized or regulated under state or federal statutes. Like the Town itself, these bodies may be governed by persons elected under state election laws or may derive a substantial amount of funding from the federal government or the State of Connecticut. In determining whether the Greenwich Code of Ethics covers an individual, a variety of factors need to be considered. One important factor is whether the position held by the individual is funded through the Town budget. Another is whether the Town's elected officials, such as the Selectmen, the BET or the members of the RTM, select or approve the governing body. Another important consideration for the Board is whether the position in question covered by the State's Code of Ethics for Public Officials, the Code of Ethics for U. S. Government Service or the State's Judicial Code of

Ethics. In general, if (1) your paycheck comes from the Town of Greenwich, or (2) you are elected solely by Town voters, or (3) you are appointed by Town officials, you are covered by the Greenwich Code of Ethics regardless of whether the funding or authority for your entity ultimately comes from the State of Connecticut or the United States of America or whether the programs you are involved with are federal or State of Connecticut projects.

Q. Does the Code have applicability to persons other than Town employees and elected or appointed officials?

A. Yes. The provisions of the Code extend to agents and consultants for the Town. In addition, Town contracting requirements contain provisions that require other Town contractors to ensure that the provisions of the Code of Ethics are observed. If a Town contractor has participated in, or attempted to induce, a breach of the Code of Ethics, the contract may be voided by the Town.

Q. Does the Code cover only natural persons?

A. No. The Code covers agents and consultants even if they are corporations, trusts, partnerships, limited liability companies or other legal entities.

Q. What is the effect of the Code covering agents and consultants?

A. It means that when a Town contractor is serving as an agent or consultant for the Town, neither it or its employees or agent may accept gifts or other things of value or have interests in transactions related to their work for the Town that would be prohibited by the Code.

These answers to frequently asked questions are provided to give the general public, public officials and employees of the Town and Town contractors general information about the Greenwich Code of Ethics. Changes in the details of specific transactions may affect the results described here. These instructions should not be considered to have the effect of an Advisory Opinion of the Board.