

**TITLE 158**  
**LEGISLATIVE RULE**  
**WEST VIRGINIA ETHICS COMMISSION**

**SERIES 2**  
**ADVISORY OPINIONS**

**§158-2-1. General Provisions.**

1.1. Scope. -- This legislative rule sets forth the practice and procedure established by the West Virginia Ethics Commission for carrying out its responsibilities in the issuance of advisory opinions pursuant to the West Virginia Governmental Ethics Act, (hereafter referred to as the "Act") W. Va. Code §6B-1-1 et seq.

1.2. Authority. -- W. Va. Code §6B-2-2.

1.3. Filing Date. -- July 6, 1993

1.4. Effective Date. -- September 1, 1993

1.5. Repeal of Former Rule. -- This rule repeals and replaces procedural rule for the West Virginia Ethics Commission, Advisory Opinions, 158 CSR 2.

**§158-2-2. Advisory Opinions.**

2.1. All persons subject to W. Va. Code §6B-1-1 et seq. may make application for an advisory opinion. All applications for advisory opinions must be written and directed to the West Virginia Ethics Commission at the Litton Building, 1207 Quarrier Street, Charleston, West Virginia 25301.

2.2. All applications for advisory opinions must contain the name, address and telephone number of the applicant in the event additional information is needed.

2.3. All applications for advisory opinions should fully describe the applicant's official position, employment, or status under the Act.

2.4. All applications for advisory opinions should contain an explanation or paragraph summarizing the conduct for which the application is being made.

2.5. The Commission shall respond within thirty days from the receipt of the application by issuing an advisory opinion on the matter raised in the application. The date of receipt by the Commission is the Commission's next regular monthly meeting.

2.6. When additional information is needed to fully respond to the advisory opinion application the Commission may extend the thirty day period until the necessary information is supplied by the applicant or until the Commission's next regular meeting.

2.7. All advisory opinions are published and indexed in the Code of State Rules by the

Secretary of State whose office can provide copies to the public upon request.