

## **Mullett Township Assessor's Accessibility Policy**

*(Revised February 12, 2024)*

It is understood the Mullett Township assessing position with Mullett Township is a part time job with no set required hours of operation set by the board.

Mullett Township hereby sets the following minimum standards to be followed by the Mullett Township assessor for the public access to information the assessing office records.

1. Be available during normal business hours. Typically, this would be from 8:00am until 4:00pm, Monday through Friday.
2. Be available by phone during the same normal business hours.
3. Be available to receive and answer email during the same normal business hours.
4. It is understood there is a lot of time spent away from the office on field inspections which may require a delay in getting back to the person seeking information on a daily basis.