



## EMPLOYEE RELATIONS

### 602.14 - POLITICAL ACTIVITY

- 1. Policy Purpose:** To establish a policy regarding political activity during employee/volunteer working hours.

**Policy Coverage:** This Policy is applicable to all employees, both represented and non-represented, and volunteers of the East Fork Fire Protection District.

**Adopted Date:** 01/21/2020

**Revised Date:** N/A

**Policy #:** 602.14

*\*\*The procedure established in this policy will be superseded and have no effect when covered by a similar or conflicting provision in a Collective Bargaining. For detailed information, please refer to your Collective Bargaining Agreement.*

- 2. Policy:**

- A. Employees shall not engage in political activity of any kind during their working hours. This includes, but is not limited to: soliciting money, influence, service, or anything else of value to aid, promote, or defeat any political cause, candidate or committee or the nomination or election of any person to public office. Wearing or displaying apparel, buttons, insignia, or other items which advocate for or against a political candidate or a political cause during work hours is an example of prohibited political activity. Furthermore, no person shall attempt to coerce, command, or require a person holding or applying for any District position, office, or employment, or a citizen requesting service supplied by the District, to influence or to give money, service, or anything else of value to aid, promote, or defeat any political cause, candidate or committee, or to aid, promote, or defeat the nomination or election of any person to public office.

Employees of the District may not participate in any of the above-mentioned activities during non-working hours while wearing a uniform, name tag, or any other item identifying them as an employee of the District.

Employees are expressly forbidden to use any District resources, including but not limited to interoffice mail, postage, email, telephone, fax machines, the Internet, or copy machines to engage in any political activity outside the approved scope of the employees' official duties.

#### **B. Running for or Holding Political Office**

While employees are encouraged to participate in the political process, the District also has an obligation to provide service to the public.

Employees who are seeking, or who have been elected or appointed to public office, shall not conduct any business related to these activities while on duty. This includes all the items listed in the previous section, (i.e., political activity).

If an employee requests unpaid leave to perform the duties of a public office, it may be granted at the sole discretion of the District Fire Chief. The District's leave policies addressing continuation of health insurance, retirement benefits, accrual of additional leave time, and job and seniority status will be applied in this situation.

**RESPONSIBILITY FOR REVIEW:** The District Fire Chief, or his designee and/or the Executive Office Manager, or his/her designee will review this policy every 3 years or sooner as necessary.