



EMPLOYEE RELATIONS

602.15 - SOLICITATION

- 1. Policy Purpose:** To establish a policy regarding solicitation which prohibits the distribution of literature or solicitations by employees in work areas during their work hours on behalf of, but not limited to, any club, society, labor union, religious organization, political party or similar organization, or for any purpose whatsoever. Employees may solicit or distribute literature in specified non-work areas during non-working hours only.

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 #: 602.15

***The procedure established in this policy will be superseded and have no effect when covered by a similar or conflicting provision in a Collective Bargaining.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 of the District

Distribution of written materials or solicitation by District employees during their working hours for any purpose is strictly prohibited. Employees may solicit or distribute literature in specified non-work areas during their non-working hours only. Employees may not distribute written materials to or solicit another District employee during the other employee's working hours.

Distribution of information and correspondence related to the formation or administration of an employee organization as defined by NRS 288.040 by officers, consultants, and business representatives of an employee organization is allowed to the extent permitted by NRS 288.270(b) and the terms of a collective bargaining agreement.

B. Non-employees

Non-employees are not allowed on District property for the purpose of distribution of literature or solicitation of District employees. Non-employees are not permitted to distribute written materials to or solicit District employees at any location during the employees' working hours, except for solicitations for charitable organizations.

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.