

CITY OF COMMERCE ADMINISTRATIVE POLICIES

POLITICAL ACTIVITIES

1.0 PURPOSE

- 2.1 To foster governmental efficiency and to ensure that employees can perform their jobs without being pressured to support specific Council or other political candidates or to interpret regulations favorably for supporters of such candidates.**
- 2.2 To allow employee performance and advancement to be judged without regard to prior political activity.**
- 2.3 To promote public confidence in the integrity of City government to the end that Council Members will not be perceived as making decisions on the basis of political loyalties.**

2.0 POLICY

- 2.1 Prohibited Activities during Working Hours. An employee will be subject to discipline up to and including immediate dismissal for violation of these provisions:**
 - A. No officer or employee will, while on duty during an assigned work shift as an employee of the City:**
 - 1. Request or solicit contributions or anything of value for any political candidate or cause.**
 - 2. Participate in any political campaign by:**
 - a. Speaking in favor of any candidate or cause.**
 - b. Distributing literature.**
 - c. Picketing or demonstrating on behalf of or in opposition to any political candidate or cause.**
 - d. Organize, plan or in any other way participate in the administration of any political campaign.**
 - B. No officer, employee or volunteer will, while on duty and/or in the uniform of the City, or while in or operating any City vehicle, display any badge, button, sign or sticker promoting or opposing any political cause or candidate.**

C. No officer or employee of the City will use public funds, property, or any other instrumentality or thing of value belonging to the City to promote or oppose any political cause or candidate.

D. Nothing in this policy will be interpreted to prohibit an employee:

1. From stating any opinion regarding any political issue in ordinary conversation during working hours providing that such a conversation does not interfere with the employee's assigned job duties.
2. From wearing a pin or button promoting or opposing any cause or candidate while off duty and not in uniform.

2.2 Coercion, Intimidation of Public Employees. No officer or employee of the City will use his/her public office or employment for the purpose, or with the effect of:

A. Coercing or intimidating any City employee or employees with respect to contributing to, opposing or promoting, or refraining from contributing to, opposing or promoting any political cause or candidate.

B. Obtaining a benefit as a result of any political activity by:

1. Intentionally committing an unauthorized act under color of law.
2. Intentionally refraining from performing a duty imposed upon him/her by law.

2.3 Illegal Political Activities. No officer or employee of the City will engage in any political activity which is prohibited under state or federal law.

A. Any person engaging in such an activity will be subject to disciplinary action, including immediate dismissal.

B. The following list of activities is included for illustrative purposes. Any illegal activity which is prohibited by state law but which fails to appear on this list is hereby incorporated by reference.

C. No officer or employee will:

1. Engage in any of the following activities within 100 feet of a polling place:
 - a. Electioneering.
 - b. Circulating cards or handbills.
 - c. Soliciting signatures.

- d. **Interfering with voting or the administration of the polling place.**
 - e. **Conducting an exit or public opinion pool.**
2. **Obstruct or prevent access to a polling place.**
 3. **Remove a ballot from a polling place or solicit a voter to show his/her ballot.**
 4. **Attempt to intimidate, influence or bribe a voter by menace, force, threat or corrupt means.**
 5. **Directly or indirectly offer a bribe or reward to induce a voter to vote for or against a person or proposition.**
 6. **Attempt to influence a voter to vote or not to vote, directly or indirectly, by menace or corrupt means.**
 7. **Hinder, disturb, persuade, threaten or intimidate any person from giving his/her vote.**
 8. **Knowingly and willfully make a false assertion or propagate a false report concerning a candidate which has a tendency to prevent his/her election.**
 9. **Give a bribe or thing of value to secure a vote or solicit or bribe, or offer any preference or other valuable consideration to give or refuse a vote.**

2.4 Federally Funded Programs. In addition to this policy, an officer or employee whose position is funded totally or primarily with federal funds will be governed by the rules established by the United States Civil Service Commission and/or the Officer of Personnel Management.

- A. **Any person who administers federal funds under a contract which limits the political activities of the administrator or which incorporates U.S. Civil Service rules will comply with those provisions.**
- B. **Failure of any officer or employee to comply with applicable restrictions imposed by such a grant or contract will be subject to disciplinary action, including immediate dismissal.**

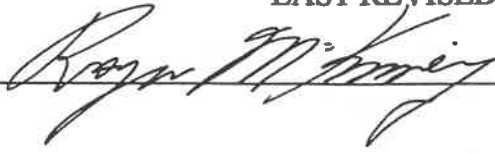
2.5 No employee may seek or hold an appointive or elective City office of public trust, partisan office in any jurisdiction, or any other office where service would constitute a direct conflict of interest with City employment, with or without remuneration.

- A. Upon announcement of intention to seek or assume such office, an employee will resign.

EFFECTIVE: 06-01-97

LAST REVISED: 09-20-94

CITY MANAGER APPROVAL: _____

A handwritten signature in cursive script, appearing to read "Ryan M. King", is written over a horizontal line.

Politic.adp