

**ORANGE COUNTY SOCIAL SERVICES AGENCY
ADMINISTRATIVE POLICIES AND PROCEDURES MANUAL**

Subject: Political Activities of Agency Personnel

Number: C 36

Approved:

Date: 01/03/08

I. PURPOSE

To establish an Agency-wide process for preventing any political activity that is in conflict with State and Federal laws.

II. POLICY

Agency staff shall follow existing State and Federal laws prohibiting a political activity that may directly or indirectly constitute a conflict with their employment.

III. PROCEDURE

Agency Employees shall not:

1. Engage in political any activity during working hours, such as soliciting or receiving political contributions from other employees.
2. Engage in political any activity on County premises, except in public meeting places.
3. Use their authority or position to influence the vote of others.
4. Use their authority or influence for the purpose of interfering with or accepting the result of an election or nomination for office.
5. Coerce other employees to make a political contribution.
6. Be candidates in a partisan election.

IV. REFERENCES

The Hatch Act - Federal Political Activity Law
California Law, Government Code Section 3201-3209