

## **PROCEDURE 405-1 - LIMITATIONS ON POLITICAL ACTIVITY**

To ensure that employee political activities are consistent with the Political Activity Policy, employees must comply with the following rules.

“Political activity” means: (1) running for or holding public office; (2) campaigning or soliciting financial or other support in favor of or in opposition to any political party, candidate, or issue; and (3) wearing distributing, or displaying materials that advocate for or against any political party, candidate, or issue.

“Political party” means a recognized political party with a candidate for elected office expected to be on the ballot in the next scheduled election to be held in Johnson County.

“Political Candidate” means a candidate for elected office expected to be on the ballot in the next scheduled election to be held in Johnson County.

“Political issue” means an issue that is expected to be on the ballot in the next scheduled election held in Johnson County.

### **Specific Prohibitions and Requirements**

Employees may not:

- Engage in political activity during duty hours. (Not applicable to elected officials campaigning for their own re-election.)
- Engage in political activity while wearing a uniform, badge, or other item identifying themselves as an employee or representative of Johnson County Government. (Not applicable to elected officials campaigning for their own re-election.)
- Engage in political activity while on County property except in places and at times in which a non-employee would be allowed to engage in similar political activity.
- Use County resources, including time, staff, funds, computers, and other information technology resources, for political activity.
- Represent their opinions as those of Johnson County Government in political endorsements or other political activity.
- Use or disclose information obtained as an employee of Johnson County and that is not generally available to the public.
- Allow political activity to interfere with their attendance or performance or with the services provided by their department/agency/office.

Employees must:

- Notify their department/agency/office leader if they are running for public office so actual and potential conflicts of interest can be evaluated and avoided.
- Continue to support the goals and functions of their department/agency/office.
- Follow all County and departmental/agency/office policies and practices for commenting on County matters.
- If paid for political activity, comply with Human Resources Policies and Procedures regarding outside employment.

- Keep their supervisors fully informed of any matters related to their job that arise from their political activity.

This procedure does not prohibit employees from displaying bumper stickers on their vehicles that advocate for or oppose political parties, candidates, or issues.

The County may restrict conduct not expressly prohibited by this procedure where it negatively impacts, or is reasonably anticipated to negatively impact, the County's operations or an employee's ability to perform their job duties or violates election laws. Departments/agencies/offices should consult the Department of Human Resources or Legal Department before implementing such restrictions.

### **Employees Holding Public Office**

Employees holding elected or appointed office of a state or local governmental body may not vote or take action on any issue for which they might have a conflict of interest because of their role as an employee of Johnson County. Such employees may not use information learned solely through their employment with Johnson County Government in the conduct of their role as public official for another governmental body and vice versa. Employees who hold an elected or appointed office that is incompatible with their County employment may be required to resign.