

Policy number:	V-6	Subject:	POLITICAL ACTIVITY
		Revision:	one
Approved:	Agency Board:	June 28, 2006	
	Policy Council:	May 17, 2006	

OBJECTIVE:

To comply with provisions of the Federal "Hatch Act" as amended. Reform Amendments of 1993, which assure that employees have the right to vote as he/she chooses and express opinions on political subjects and candidates, while restricting activities to outside the work-place.

POLICY:

Grantee and delegate agencies must administer DHS-HHS assisted programs in a politically nonpartisan manner, and must avoid actions which can be construed as intended to favor one political party over another or to influence the outcome of any election for public or party office. The use of program funds, the provision of services and the assignment of personnel must not result in the identification of the program with any partisan political activity or with any non-partisan political activity which is designed to further the election or defeat of a candidate for public or party office. In addition, program funds may not be used in the provision of services or the assignment of personnel in connection with voters or potential voters at any voting facility.

Except as provided in this policy, employees are free to engage in political activities during their off-duty hours and in their private capacities. A broad range of participation in elections is permitted. All employees are expected, however, to avoid (to the greatest extent possible) any identification of their off-duty activities with the agency or their position with the agency, and to comply with the provisions of the Hatch Act.

PROCEDURES:

1. Programs shall not be carried on in a manner involving the use of program funds, the provision of services, or the employment or assignment of personnel in a manner supporting or resulting in the identification of such programs with:
 - a. Any partisan or nonpartisan political activity or any other political activity associated with a candidate, or contending faction or group, in an election for public or party office; or
 - b. Any voter registration activity; or
 - c. Any activity to provide voters or prospective voters with transportation to the polls or similar assistance in connection with any such election.

Note that employees may not be a candidate for elective public office in a partisan election. Any employee should resign his or her position prior to announcement of candidacy or commencement of substantial activities intended directly to promote said candidacy, whichever occurs first.