

CITY OF DAYTON	
PERSONNEL POLICIES AND PROCEDURES MANUAL	
SUBJECT	CODE
POLITICAL ACTIVITIES POLICY	2.03
RESPONSIBLE DEPT./AGENCY	
CITY MANAGER'S OFFICE	

I. PURPOSE

This policy ensures compliance with the City Charter (Sections 6 and 105) and Rules of the Civil Service Board (Rule 18) which are designed to protect the non-partisan nature of this government. Further, this policy ensures that no employee under the authority of the City Manager shall directly or indirectly use their positions of employment in the civil service of the City to influence the general public or another employee to contribute or vote for or against any candidate for any elective public office.

II. DEFINITIONS

Employee – All classified and unclassified employees and officers accountable to the City Manager under Section 48 of the City Charter.

Political – Any activity in support or opposition of a candidate for elective public office and any activity involving a political organization which endorses candidates for elective public office.

Political Organization – A party, committee, association, or fund directly or indirectly accepting contributions or making expenditures on behalf of any candidate for federal, state, or local public office or any organization defined under Internal Revenue Code Section 527 as a political organization.

Candidate – An individual who has publicly announced or caused to be publicly announced an intent to seek elective public office or has accepted nomination or filed a petition for any elective public office.

III. RESTRICTIONS

1. No employee or person seeking admission thereto, shall be appointed, reduced or

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1. No employee or person seeking admission thereto, shall be appointed, reduced or removed, or in any way favored or discriminated against because of political opinions or affiliations.

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2. No employee shall directly or indirectly solicit or receive, or be in any manner concerned in soliciting or receiving any assessment, subscription or contribution for any political organization or political candidate.
3. No employee shall declare candidacy or hold any elective public office. At the time of a formal declaration of candidacy an employee shall resign their employment with the City. An employee who resigns in order to run for or serve in an elective public office may be reinstated provided they meet the requirements for reinstatement as set forth in the Civil Service Rules.
4. No employee shall participate in any political activities on City time, on City premises, or through the use of City resources or equipment. Further, no employee shall display any badge, sticker, or other material of a political nature on City time or City premises.
5. No employee shall take part in political management. Political management includes serving as an officer, ward or precinct leader of a political organization, acting as a campaign officer, publishing or editing a newsletter in the interest of a political organization or candidate, or acting as a delegate for a candidate to any nominating convention.
6. No employee shall take any part in political campaign further than to express privately their opinions. Political campaigning includes any overt public expression or activity for or against a political organization or candidate such as a formal public endorsement, acting as a poll worker, circulating nominating petitions, distributing campaign material of any kind, or posting campaign material other than on one's own person or personal private property.

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IV. PERMITTED ACTIVITIES

The foregoing restrictions shall not be construed to interfere with the right of any employee to privately express their opinion on any political matters or participate in any public activity not herein specifically restrained. For example,

1. Activities in support or opposition of any issue or referendum is not considered political within the meaning of this policy and is, therefore, not restricted.
2. Employees may become members of political parties or organizations, make financial contributions, attend political meetings, wear buttons off duty, display yard signs on their private property, display bumper stickers on their private cars, or participate any other political activity which may reasonably be construed as a private expression of opinion and not specifically restrained herein.

V. VIOLATIONS

Violations of the above after the effective date of this policy may, depending upon the seriousness, be grounds for dismissal. An employee may seek clarification of a future questionable activity by written request to the City Manager. Any person may file written charges with the City Manager against any employee. In determining the appropriate disciplinary action, the clarity of the facts, the overtness of the act, and the number of infractions by the employee may be considered.

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