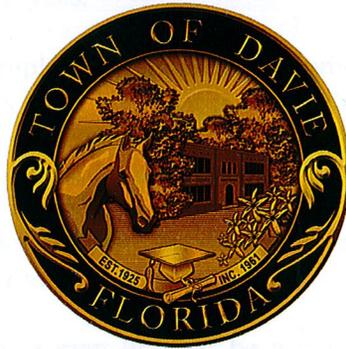


**TOWN OF DAVIE
HUMAN RESOURCES DEPARTMENT**



**POLITICAL ACTIVITY
SOP #24-005**

September 19, 2012

SUMMARY OF REVISED, DELETED, OR ADDED MATERIAL

This operating procedure shall replace the Personnel Rules and Regulations and Policies enacted prior to the effective date of this Operating Procedure.

Revision	Date	Responsible Department	Description of Change
1	May 6, 2009	Human Resources	Initial Release
2	September 19, 2012	Human Resources	Revision

APPROVALS:

Stacy H.S. Hyslop

Author

9/24/12

Date

Ben Beuch

Town Administrator

9-24-12

Date

1-1. POLICY.

- a. It is the intent of the Town of Davie to promote more efficient public service by relieving public employees of political pressure and to protect against a clear, substantial, and direct threat to the efficiency, integrity, or morale of Town of Davie employees, by regulating the political activities of its employees.
- b. The use of Town of Davie employee work time, equipment, supplies or funds to assist political parties or candidates for public offices is prohibited.
- c. No discrimination shall be exercised, threatened or promised against or in favor of any applicant, competitor or employee because of their political opinions or affiliations, provided such opinions or beliefs do not advocate the overthrow of the government of the United States of America by force or violence.
- d. No Town of Davie employee may hold or be a candidate for public or political office while employed by the Town without written authorization and written approval by the Town Administrator or designee.
- e. Regulations for employees of the Town of Davie becoming candidates for public office shall be those as contained in Florida Statute 99.012 as amended.

1-2. SCOPE.

This operating procedure applies to all employees of the Town of Davie (Town) in the Regular Service (regardless of probationary or other status), as well as all Executive, Part-Time, Temporary, and Seasonal employees.

1-3. PROCEDURE.

- a. No Town of Davie employee shall use his/her official authority or influence for the purpose of endorsing, promoting, or interfering with an election or a nomination of office or coercing or influencing another person's vote or affecting the result thereof.
 - b. No Town of Davie employee shall directly or indirectly coerce or attempt to coerce, command, or advise any other officer or employee to pay, lend, or contribute any part of his or her salary, or any money or anything else of value to any party, committee, organization, agency or person for political purposes. Political contributions which are strictly voluntary in nature are permitted.
 - c. No Town of Davie employee shall directly or indirectly coerce or attempt to coerce, command or advise any such officer or employee as to where he or she might purchase commodities or to interfere in any other way with the personal right of said officer or employee.
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- d. All employees retain the right to vote as they may choose and to express their opinions on all political subjects and candidates.

 - e. Employees may express opinions on candidates or issues and participate in political campaigns only during off-duty hours. No employee can take part in any political campaign while on duty, in uniform, or while wearing Town of Davie insignia, or within any period of time during which the employee is expected to perform services for which the employee receives compensation from the Town of Davie.
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