

with a business in which an employee has an interest if that interest might be, or might appear to be, affected by the contract.

6. Political Activity. Any County employee intending to become a candidate for any political office shall upon qualifying as a candidate for nomination or election, resign from his or her position with the County. County employees may not campaign on behalf of candidates for local political office in the local government of Ocilla and Irwin County while on duty.

1. No employee shall be permitted to solicit funds for political or partisan purposes during working hours, use any supplies or equipment of the County for political purposes or be a candidate for, or accept appointment to any municipal political office while employed by the County. This shall not be interpreted to prohibit any employee from engaging in political campaigning on the employee's off-duty time.

2. County Property. No County owned property may be used for any other purpose than official business. By no means may County owned property be used in the performance of any purpose outside County employment. Any violations of this provision will result in disciplinary action, up to and including, dismissal.

No Solicitation/No Distribution

Everyone has probably found himself/herself in a difficult situation when he/she is asked to make a purchase or donation to support some sort of fund-raising drive or cause. Even though most of these projects are worthwhile causes, they can disrupt normal operations of the County as well as put unnecessary pressure on employees to participate. Also, if non-employees are involved, this activity can involve trespassing. Our policy is simple:

- Solicitation and distribution of literature by non-employees on County property are prohibited.
- Solicitation by employees on County property is prohibited when the person soliciting, or the person being solicited is on working time. Working time is the time employees are expected to be working and does not include meals or other authorized breaks.
- Distribution of literature by employees on County property in non-working areas during the working time of such employees, as defined above, is prohibited.
- Distribution of literature by employees on County property in working areas is prohibited at all times.
- Use of any of the County's electronic communications systems (e-mail, voice mail, fax) by any employee to propose any type of commercial or personal transaction, including sales or trades (such as "want ads"), chain letters, betting