

PENSACOLA STATE COLLEGE
MANUAL OF PROCEDURES

Procedure Title:	Guidelines for Employee Engagement in Political Activity	<u>Number</u> 401
Related Policy:	Political Activity of Employees – 6Hx20-4.004	<u>Page</u> Page 1 of 1

I. Purpose

To identify guidelines whereby employees may engage in political activity.

II. Procedure

- A. Political activity may not infringe on the employee’s official work week and work day.
- B. The employee may not speak for the College in promoting political views or candidates.
- C. Instructional personnel may not endorse a political view or a candidate during instructional time.
- D. An employee who wishes to become a candidate for public office must obtain prior approval from his or her department head, dean, appropriate Vice President, and the President.

Responsible Official:	Director, Human Resources
President’s Signature:	Date: 02/21/2017

