

Title: Restricting Political Activity in the Workplace	Number: 2.1.4
Contact Person's Title: Human Resources Director	Sponsoring Division: Human Resources
Phone Number: (360) 704-5730	References: Administrative Policy 2.1.2, Conflict of Interest and Ethics in Public Service
Effective Date: January 22, 2018	
Approved: Vikki Smith, Director	
Applies to: All Employees	

Purpose Revenue employees are restricted from participating in political activity in the workplace.

Prohibiting Campaign Activity during Working Hours The State Ethics and Civil Service laws forbid any campaign activity during working hours. This includes but is not limited to such activities as:

- Any use of state owned facilities for campaign purposes.
- Any campaign activity in state buildings and offices.
- Solicitation of funds for campaign purposes on state property.
- Coercing, or attempting to coerce any other state employees to give, lend, or contribute anything of value to political campaigns.

Revenue prohibits the wearing or displaying of political campaign buttons and paraphernalia during working hours.

These restrictions apply to:

- Election campaigns for partisan and nonpartisan office.
- Initiatives and ballot issues.
- Lobbying a measure before the legislature, unless lobbying is an official part of an employee's assigned duties.

The expression of political opinions and participation in the political process on an employee's own time, and on property not leased by Revenue, is not restricted.

Influencing Others Employees will not use their position within Revenue to attempt to influence the political opinion of other employees.

Running for or Holding Public Office Employees may run for and hold any public office, unless it is incompatible or substantially interferes with their professional responsibilities.

Representing Revenue Employees involved in political activity, while on their own time, will not identify themselves with Revenue.

Responsibilities

Director	<ul style="list-style-type: none">• Establish policy governing employee conduct in the workplace.
Human Resources Director	<ul style="list-style-type: none">• Answer questions from supervisors and employees on the interpretation of the policy content.

Definitions

Political Activity	<ul style="list-style-type: none">• Any activity such as lobbying, demonstrating and fundraising, designed to influence a political decision.
State Owned Facilities	<ul style="list-style-type: none">• For the purpose of this policy, state owned facilities include, but are not limited to use of:<ul style="list-style-type: none">○ Office space, stationery, postage, machines, vehicles and equipment.○ Revenue employees during working hours.○ Revenue publications or customer lists.

Other Laws and Related Resources

RCW [41.06.250](#), Political Activities
RCW [42.52](#), Ethics in Public Service

Administrative Policy History

Updated January 22, 2018 - Re-titled; Placed in standard format.
Revised October 20, 2008
Revised December 22, 1998
Revised November 1, 1995
Revised February 12, 1990
Created April 15, 1986
