

Human Resources Policies Employee Participation in Municipal Election Campaigns

Category: **Working Environment**

Policy Statement

The purpose of this policy is to maintain the neutrality of the public service. Employees must ensure that any involvement in a municipal election campaign does not adversely affect their ability to perform their duties as employees of the City of Toronto. Restrictions address the need for employees to be and to appear impartial.

Application

This policy applies to all city employees.

Conditions

No employee may canvass or work in support of a municipal candidate during working hours. Working hours does not include vacation time or time on leaves of absence. The following staff should not take part in municipal campaign activities:

- City Manager
- Deputy City Managers
- Statutory and By-Law Officials
- Executive Directors/General Managers/Division Heads
- Directors and other senior staff in positions of influence regarding programs and services who have direct contact with members of Council
- Secretariat staff in direct contact with members of Council in the operation of Council and standing committees and who are working on the election for the City Clerk
- Elections staff

Staff in the above mentioned restricted group are not prohibited from voting or attending All-Candidates meetings.

All other employees are not restricted from engaging in campaign activities outside working hours.

Staff who are working on behalf of a municipal candidate may not use any of the city's resources (e.g. office equipment, supplies etc.) for campaigning activities at any time before or during the election.

No employee shall wear his/her uniform while campaigning for a municipal candidate or use their title or position within the City in a way that would lead a member of the public to infer that the City is endorsing the candidate.

No employee shall wear clothing or buttons that advertise any candidate, at work.

Implementation

If employees are unsure about the appropriateness of their participation in

election activities they should consult with their general managers/executive directors/division heads or designates for clarification.

Approved by City Council (Clause 21, Report No. 16 Administration Committee)

Date Approved August 4, 2000

Related Information *Council Code of Conduct*

In the context of an election campaign, no member shall use the services of persons during hours in which those persons receive any compensation from the city. No member shall compel staff to engage in partisan political activities or subject staff to threats or discrimination for refusing to engage in such activities.

Human Rights and Anti-Harassment policy

Every person has a right to equal treatment with respect to employment with the city, without discrimination or harassment because of prohibited grounds that include political affiliation.

See also: *Conflict of Interest, Employees Seeking Election to Political Office*



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