



CONTRIBUTIONS ON STATE PROPERTY

Political contributions may not be intentionally “solicited, accepted, offered or made” on State property by public officials, State employees, candidates, lobbyists or by any officers, employees, or agents of any political organization. 5 ILCS 430/5-35.

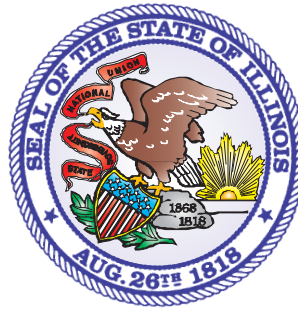
“Contributions” include gifts, donations and loans of money, or anything of value and also, fundraising tickets in connection with the nomination for election, or election, of any person to public office.



“State property” “means any building or portion thereof owned or exclusively leased by the State or any State agency at the time the contribution is solicited, offered, accepted, or made.” 5 ILCS 430/5-35. It does not include a portion of a building that is rented or leased from the State or a State agency by a private entity. Id.

For more information, see the Executive Ethics Commission’s web site, www.eec.illinois.gov or contact your agency’s Ethics Officer.

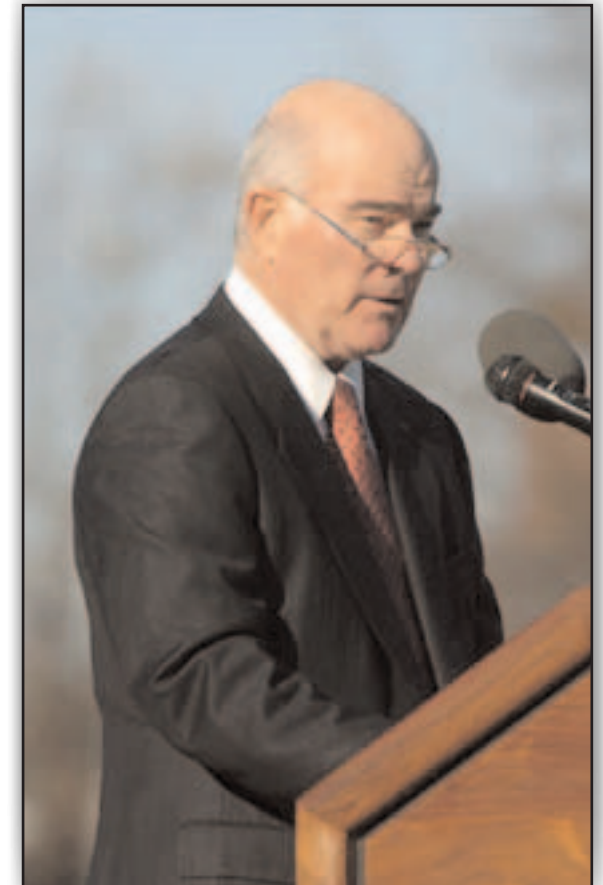
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PROHIBITED POLITICAL ACTIVITY



It is not unusual for a person who has an active interest in politics to accept employment with the State of Illinois. Taxpayers expect, and the law requires, however, that State employees devote their time at work to the service of the People of the State of Illinois.

The “State Officials and Employees Ethics Act” provides a list of political activities State employees may not engage in when they are on State time. Generally speaking, this list includes any activity done in support of a political organization or a candidate for political office.

The list of prohibited political activities that employees may not engage in while on State time includes, but is not limited to:

- Campaigning or working on a campaign
- Preparing or distributing campaign literature
- Making or soliciting contributions
- Attending or organizing political events
- Preparing or circulating petitions
- Assisting at the polls

See 5 ILCS 430/1-5 for a complete list of prohibited political activity or contact your agency’s Ethics Officer.



POLITICAL ACTIVITY DURING PERSONAL TIME

Most State employees may engage in political activity during periods when they are not being compensated by the State. These periods include vacation, personal or compensatory time away



from their State jobs. Certain other State employees, however, are subject to specific restrictions on political activity on the basis of the agency or position they serve. Employees should contact their agency Ethics Officer with specific questions.

Remember, however, that State property and resources cannot be used for political purposes at any time, either during State or personal time.



ALL POLITICAL ACTIVITY MUST BE VOLUNTARY

While most State employees may engage in political activity on their own time, they cannot be required to do so. Employees are permitted to participate in “otherwise appropriate” political activities outside compensated time, provided they do so voluntarily. 5 ILCS 430/5-15(e). A State employee

may not be required to engage in political activities: 1) as a part of that employee’s duties; 2) as a condition of the State employment; or 3) during any time off that is compensated by the State.

Furthermore, State employees may not be required to engage in political activities at any time in order to receive any additional compensation or benefit in the form of a salary adjustment, bonus, compensatory time off or continued employment.

Example: an employee may volunteer to distribute campaign literature on behalf of a candidate outside compensated time. A supervisor cannot require the employee to distribute campaign literature in order to qualify for additional compensation, compensatory time off or continued employment.



STATE PROPERTY AND RESOURCES

State employees may not “intentionally misappropriate any State property or resources by engaging in any prohibited political activity for the benefit of any campaign for elective office or any political organization.” 5 ILCS 430/5-15(a). In other words, the use of State property for prohibited political activity is prohibited even if the activity occurs during non-compensated time.

For example, employees may not use a State-issued telephone or cell phone to make campaign calls after working hours. Neither may they use State fax machines or computers to engage in prohibited political activity during the lunch hour or after work.