

**Idaho Department of
Juvenile Corrections
Administrative
Policy/Procedure**

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SUBJECT: POLITICAL ACTIVITIES AND EMPLOYEE ORGANIZATIONS

CATEGORY: HUMAN RESOURCES

Policy

Each employee of the Idaho Department of Juvenile Corrections (IDJC) has the right, freely and without fear of penalty or reprisal, to form, join, and assist an employee organization or political party or to refrain from any such activity. Each employee shall be protected in the exercise of these rights.

It is therefore the policy of the IDJC to acknowledge these rights and also comply with state and federal laws, including the provisions of the Hatch Act, the Idaho Right to Work Act, and Section 67-5311, Idaho Code.

Operating Procedures

I. Political Activities

A. State employees shall retain the right to the following in accordance with the Ethics and Standards of Conduct (324) policy and procedure and Harassment and Discrimination (307) policy and procedure:

1. Register and vote in any election;
2. Express an opinion as an individual, privately and publicly, on political subjects and candidates; and
3. Display a political picture, sticker, badge or button.

B. State employees shall retain the right to the following during non-work hours:

1. Participate in the nonpartisan activities of a civic, community, social, labor, or professional organization or of a similar organization; and
2. Be a member of a political party or other political organization and participate in its activities; and
3. Attend a political convention, rally, fund-raising function or other political gathering; and
4. Sign a political petition as an individual; and
5. Make a financial contribution to a political party or organization; and
6. Take an active part in support of a candidate in an election; and
7. Be politically active in connection with a question which is not specifically identified with a political party, such as a constitutional amendment,

referendum, approval of a municipal ordinance, or any other question or issue of a similar character; and

8. Serve as an election judge or clerk or in a similar position to perform nonpartisan duties as prescribed by state or local law; and
9. Be a candidate and/or hold elective office in any nonpartisan election; and
10. Take an active part in political organization management and otherwise participate fully in public affairs, except as prohibited by law, in a manner that does not materially compromise the neutrality, efficiency or integrity of the employee's administration of state functions.

C. No classified employee shall:

1. Use their official authority or influence for the purpose of interfering with an election to, or a nomination for, office or affecting the results thereof; or
2. Directly or indirectly coerce, attempt to coerce, command, or direct any other such officer or employee to pay, lend, or contribute any part of their salary or compensation or anything else of value to any party, committee, organization, agency or person for political purposes; or
3. Be a candidate and hold elective office in any partisan election.

II. Employee Organizations

- A. The IDJC shall not interfere, restrain, coerce, or discriminate in a practice that encourages or discourages membership in employee organizations.
- B. Employees shall utilize breaks, lunch hours, and time before and after work hours to visit with any employee organization representatives.
- C. Distribution of Employee Organization Information
 1. With approval from the Director and the HR Officer, and in accordance with federal and state law, employee organization information, notices, or fliers may be placed on employee bulletin boards or in employee mailboxes.
 2. Use of state resources to publicize employee organizations' information or meetings is prohibited.

III. Any employee who believes that their rights, as noted above, are being threatened, shall report this information to the Division Administrator or Human Resources.

References: [Glossary of Terms and Acronyms](#)
 The Hatch Act, 5 USC §§1501-1508; 5 CFR §151
 Idaho Right to Work Act, Title 44, Chapter 20, Idaho Code
 Section 67-5311, Idaho Code

Desk Manual(s): *None*

Related Policies: [Vendors on State Premises](#) (364)
 [Ethics and Standards of Conduct](#) (324)
 [Harassment and Discrimination](#) (307)

Related Forms: *None*