NEVADA DEPARTMENT OF CORRECTIONS
ADMINISTRATIVE REGULATION
347

POLITICAL ACTIVITIES BY EMPLOYEES
(TEMPORARY)

Supersedes: AR 347 (Temporary, 08/09/10)
Effective Date: 08/08/11

AUTHORITY

NAC 284.770
Federal Hatch Act, Title 5 U.S.C. 1501 - 1508

RESPONSIBILITY

It is the responsibility of every employee of the Department to be informed of the political activities that are permitted and not permitted as an employee of the State and the Nevada Department of Corrections.

347.01 POLITICAL ACTIVITIES PROHIBITED

1. No employee shall:

   A. Directly or indirectly, while on duty, solicit or receive or be in any manner involved in soliciting or receiving any assessment, subscription, and monetary or non-monetary contribution for a political purpose from anyone who is in the same Department and who is a subordinate of the solicitor.

   B. Utilize government resources or funds to support a political campaign.

   C. Engage in campaigning, lobbying or other political activity during the hours of state employment, on state property, or in uniform.

   D. Engage in political activity to secure a preference for a promotion, transfer, or salary advancement.

   E. While off duty, engage in political activity to an extent that it impairs attendance or efficiency as an employee.

2. An employee of the Department and whose work is related to programs financed wholly or in part by federal grants or loan-aided programs, is prohibited from:

A. Running for public office in partisan election;

B. Using official authority or influence to affect the results of an election or nomination for office; and

C. Directly or indirectly advising or coercing other covered state or local employees to contribute or loan anything of value to a political party or candidate.

3. For instances of political activity or involvement where there is a question, the employee should seek guidance from their chain of command or through the Department Personnel Division.

347.02 DISTRIBUTION, TRAINING, AND CLARIFICATION

1. The Department Personnel Division will inform employees that this regulation is available for review on the Department of Corrections website.

A. A signed acknowledgement of responsibility to read said regulation will be filed in the employee's Personnel File.

2. The Department's Training Section will incorporate into the training program.

3. Requests for opinions and additional information or clarification will be submitted to the Department Personnel Officer. The Department Personnel Officer or designee will respond to the request within seven working days following its receipt.

A. In instances where a clear response to a request for information and clarification is not possible or additional statements to information are required, the Department Personnel Officer or designee will refer the matter to the Director. The Director will independently make a decision or refer to the Department's legal representative for an opinion.

B. If such a referral is made the employee will be kept apprised until a decision has been determined.

4. Until a decision is made the employee cannot participate in said activity.

APPLICABILITY

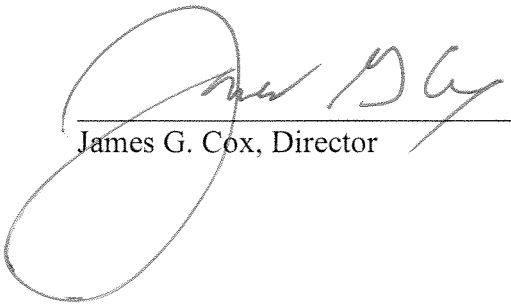
1. This regulation applies to all employees of the Department.

2. This regulation does not require an Operational Procedure.

3. This regulation does not require an audit.

REFERENCES

ACA Standards 4-4048 and 4-4054



James G. Cox, Director

8/1/1

Date