

C – 12: Solicitation Policy

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1. POLICY STATEMENT

Fairfield County prohibits the solicitation, distribution and posting of materials on or at Fairfield County property by any employee or non-employee, except approve by Fairfield County Administrator. Requests for approval must be in writing and forwarded to the Administration office for consideration.

2. PROVISIONS

Non-employees may not solicit employees or distribute literature of any kind on Fairfield County's premises at any time. Employees may only admit non-employees to work areas with management approval or as part of a Fairfield County-sponsored program. These visits should not disrupt workflow. Fairfield County employees must account for the non-employee(s) at all times. Former employees are not permitted onto Fairfield County property except for official Fairfield County business.

Employees may not solicit other employees during work times, except in connection with a Fairfield County approved or sponsored event.

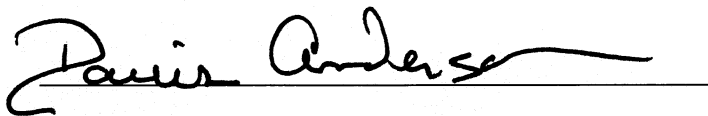
Employees may not distribute literature of any kind during work times, or in any work area at any time, except in connection with a Fairfield County-sponsored event.

The posting of materials or electronic announcements are permitted with approval from Human Resources.

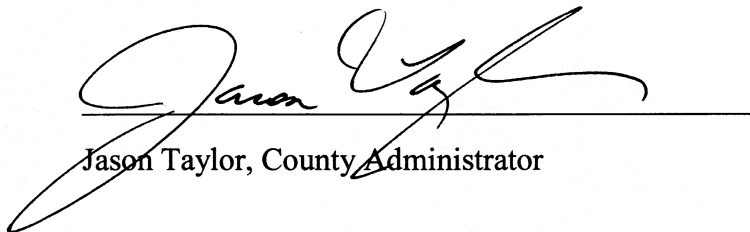
Violation of this policy should be reported to Human Resources.

ADMINISTRATION

Reviewed & Approved by:



Davis Anderson, Dep. County Administrator



Jason Taylor, County Administrator