Background

This policy applies to employees who are not covered by a collective bargaining agreement or for whom the agreement contains no provision regarding this subject.

Policy

1. O.R.C. 124.57 prohibits an employee from participating in partisan political activity during working hours. Questions regarding partisan activity should be directed to the Human Resources Department.

2. An employee who wishes to take time off from work, with the approval of the administrative authority, to participate in partisan political activities, must charge the time in one of the following ways:
   A. To accrued compensatory time
   B. To accrued vacation time
   C. To time off without pay

3. Participation in political activities is subject to the provisions of the Ohio Ethics Law (See Policy 15-01 and University Rule 3361:10-17-01).

Procedure

1. Employees must complete and submit the appropriate Time Off From Work Form or other form (electronic or otherwise) as designated by their organizational unit to their administrative authority for approval as soon as possible.