

TITLE 13

SOLICITATION AND DISTRIBUTION

CHAPTER 13.02 ¹

SOLICITATION AND DISTRIBUTION

13.02 County Solicitation and Distribution Policy

A. Employees may not engage in solicitation on County Property except during their non-working time. Non-working time means time during meals or breaks, before or after work, or during non-business hours.

B. Employees may distribute or circulate non-department or non-County-provided materials only in non-work areas. Each department in a departmental addendum to this policy shall specify non-work areas. If an employee is not certain whether an area is a work or a non-work area, he or she should consult with his or her immediate supervisor for clarification.

C. Solicitation or distribution of products or materials connected with the sale of any goods or services for profit is strictly prohibited on department or County property at any time. Similarly, solicitation or distribution of literature by non-employees is strictly prohibited on the departments' or on the County's property at any time.

D. Notwithstanding any other section of this policy, distribution is permitted in public parking lots, public walkways and paths located on County property provided employees and visitors to the County are not hindered in their ability to come into or leave County buildings or premises.

¹ Section History 00-126