Board of County Commissioners
Leon County, Florida

Policy No. 93-18

Title: Solicitation

Date Adopted: January 12, 1993

Effective Date: January 12, 1993

Reference: N/A

Policy Superseded: Policy No. 82-6 "Solicitation" adopted December 12, 1982

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 82-6, "Solicitation," adopted by the Board of County Commissioners on December 21, 1982, is hereby repealed and superseded, and a new policy is hereby adopted in its place, to wit:

1. No employee or other person may solicit or be solicited during work hours or in work areas.

2. No employee or other person may distribute solicitation literature in work areas or during work hours.

3. No group insurer or provider of County benefits may be permitted access to employees work sites except with prior permission of the County Administrator or designee. Such access, if granted, shall be limited to communication and implementation of new plans and/or administration of existing group policies and shall not be used for the purpose of unapproved solicitation.

4. Charitable solicitations may be permitted upon approval of the County Administrator, subject to the following:

   a. Solicitation may take place only for charitable purposes and not for private gain, and only on behalf of generally recognized and reputable charitable organizations.

   b. The specific activities planned for the charitable solicitation must be communicated to and approved by the County Administrator prior to any activity taking place.

5. Unless specifically authorized by the County Administrator, employees or other persons may not be permitted to post solicitation or other materials on bulletin boards which are intended for official County business.

6. For purposes of carrying out this policy, the following definitions apply:

   a. Work area: areas where the employees' work is performed.

   b. Working hours: an employee's normally scheduled hours of work (excluding lunch breaks and rest breaks)