



ADVISORY ALERT FOR EMPLOYEES OF CITY COUNCIL

GUIDELINES FOR CITY COUNCIL STAFF REGARDING POLITICAL ACTIVITY RESTRICTIONS & THE DEMOCRATIC NATIONAL CONVENTION

The political activity restrictions for employees of City Council are different from the restrictions that apply to other City employees. City Council staff should select the “**General Volunteers**” category during the Host Committee volunteer registration process on the Host Committee website. A separate alert addresses the restrictions for most City employees.

Examples of PERMISSIBLE Activity	Examples of PROHIBITED Activity
<p>City Council staff will be able to participate in volunteer opportunities related to the Democratic National Convention as long as those opportunities do not involve activity identified in the Prohibited Column. For example, City Council staff may:</p> <ul style="list-style-type: none"> • Volunteer in any category of Philadelphia 2016 Host Committee volunteer opportunities, such as Press & Communications, Social Media, Technology & IT, and Venue & Event Support • Volunteer in any location, including the Wells Fargo Center and the Pennsylvania Convention Center • Volunteer to support Democratic caucus meetings • Engage in political activity by serving as a volunteer for the Democratic National Convention Committee • Engage in political activity by serving as a delegate to the Democratic National Convention • Attend or volunteer at the Convention or related events • Distribute political party and candidate posters obtained at the Convention • Participate in get-out-the-vote activities sponsored by any group, including a political party, candidate, or partisan political group* • Engage in political activity using materials or resources paid for by a political party, candidate, or partisan political group* • Use social media to engage in political activity, including linking to content created by a political party or candidate 	<p>The following are examples of activities that City Council staff members are not permitted to undertake in relation to the Democratic National Convention or otherwise:</p> <ul style="list-style-type: none"> • Do NOT be in any manner involved in receiving or soliciting contributions for a political committee, a candidate, a political party, or a partisan political group,* including the Democratic National Convention Committee • Do NOT use City resources while engaging in political activity, which is activity directed toward the success or failure of a candidate, political party or partisan political group* • Do NOT engage in political activity while on duty, in City Hall, or in any other City-owned or leased building, property, or office space • Do NOT display stickers promoting a political party or candidate in City workplaces • Do NOT request or suggest that a subordinate engage in political activity

These are general guidelines, and the examples provided are not exhaustive. Application of ethics restrictions is fact-specific, so if you have questions regarding your proposed volunteer or other activities during the Democratic National Convention, please contact the Ethics Board for guidance. You can use the [Ask for Advice Function](#) on the [Board’s website](#) or call 215.686.9450. If you are a City board or commission member, contact the Ethics Board for guidance about the application of these restrictions. [Board Regulation No. 8](#) provides details about the Charter political activity restrictions.

* A partisan political group is any organization that is affiliated with a political party or candidate or whose primary purpose is to engage in political activity.