

ALAMEDA COUNTY SHERIFF'S OFFICE DETENTION AND CORRECTIONS POLICY AND PROCEDURE	NUMBER: 3.22	PAGES: 1 of 3
	RELATED ORDERS: ACA 4D-7C-02 R&R 2.1.28, 2.1.71, 2.1.72, 2.1.73, 2.1.74, 2.2.28, 2.2.64, 2.2.65, 2.2.66, 2.2.67	
	ISSUED DATE: January 1, 1998	
	REVIEW DATE: December 23, 2015	
	REVISION DATE: December 14, 2007	
CHAPTER: Personnel	SUBJECT: Political Practices	

- I. **PURPOSE:** To establish guidelines for facility personnel in the engagement of political practices.
- II. **POLICY:** It shall be the policy of the Detention and Corrections (D&C) Division to make available to all employees a written document that conforms to all governmental statutes and regulations, which delineates the practice of political activities while in uniform and representing the Alameda County Sheriff's Office.
- III. **PROCEDURE:**
- A. **PETITIONS:** Personnel shall not sign any petition as a member of the Alameda County Sheriff's Office except by authority of the Sheriff.
- B. **ENDORSEMENTS AND REFERRALS:** When acting in an official capacity, personnel shall not recommend, suggest, or advise in any manner, the following:
1. The employment or procurement of a particular product
 2. The employment or procurement of a particular professional or commercial service, such as:
 - a. Attorneys
 - b. Ambulance Service
 - c. Towing Service
 - d. Bondsman
 - e. Mortician
- C. **PUBLIC APPEARANCES AND STATEMENTS:**
1. Personnel shall not publicly criticize or ridicule the Agency, D&C Division, any policy or procedure, or member, by speech, writing or other expression, where such expression is:
 - a. Defamatory, obscene, or unlawful in nature
 - b. Tends to undermine the effectiveness of the Agency or Division
 - c. Interferes with the maintenance of discipline
 - d. Made with reckless disregard for truth or falseness

2. While acting in an official capacity, personnel shall not engage in the following activities without first obtaining official sanction or authority to do so:
 - a. Address public gatherings
 - b. Appear on radio or television
 - c. Prepare any article for publication
 - d. Act as a correspondent
 - e. Release or divulge investigating information or any matter of the Agency or Division
3. Personnel shall not present any speech, writing, or other expression made where the listener or reader may reasonably assume that the individual is acting as a spokesperson on behalf of the Agency or Division, without first obtaining official sanction or authority to do so.

D. MEMBERSHIP IN ORGANIZATIONS: Except for the Armed Services Reserve components enumerated in the California Veterans' Code, personnel shall not affiliate themselves with any organization or group, whose constitution or by-laws in any way, exact prior consideration or which would prevent individuals from rendering proper and efficient service to the department.

E. POLITICAL ACTIVITY:

1. Personnel shall be permitted to:
 - a. Register and vote in any election
 - b. Express opinions as individuals privately and publicly on political issues and candidates
 - c. Attend political conventions, rallies and similar political gatherings
 - d. Actively engage in any non-partisan political functions
 - e. Sign political petitions as individuals
 - f. Make financial contributions to political organizations
 - g. Serve as election judges or clerks in performance of non-partisan duties as prescribed by state or local laws
 - h. Hold membership in a political party and participate in its functions to the extent consistent with the law
 - i. Participate fully in public affairs to the extent that such endeavors do not impair efficient performance of official duties, or create real or apparent conflicts of interest
2. Personnel are prohibited from:
 - a. Using their official capacity to influence, interfere with, or affect the results of an election

- b. Directly or indirectly use, promise, threaten, or attempt to use any official influence in aid of any partisan political activity, or to affect the result of any election to partisan or political office, or upon any other corrupt condition or consideration while on duty
- c. Engage in any political activity while in uniform prescribed for any member or employee of the County of Alameda or during any hours in which he/she has been directed to perform his/her assigned duties