



The Illinois State Officials and Employees Ethics Act (5 ILCS 430/5-15), restricts State employees from engaging in political activities, such as activities in support of campaigns for elective office, or activities related to a referendum question while on compensated State time, on State property, using State resources. ***As long as you are not working and using your own resources, it is not a violation of the Ethics Act to perform any of the following activities:***

- Volunteering with a candidate or political party
- Assisting at the polling stations
- Campaigning or working on a campaign
- Preparing or distributing campaign literature
- Performing Get Out the Vote efforts
- Participating in public opinion polling
- Attending or organizing political events or information gatherings, including Community Engagement events and Election Night events



Always be cautious about mixing politics and work!

Remember, if you are on compensated time, other than vacation, personal or compensatory time off, it is inappropriate for you to engage in prohibited political activities.

Misuse of Email

- Do not send or respond to political email through your State account at any time.
- If you receive a political email in your State account, do not forward it to anyone other than the Ethics officer.
- Do not send, forward or respond to political email through your personal account if on compensated time (other than personal, compensatory or vacation time), or with State computers, State Internet networks, or other State resources.

Misuse of Time & Phone

- Do not make political phone calls while on compensated time (other than personal, compensatory or vacation time).
- Do not use your personal phone to make political phone calls at work.



The full list of prohibited political activities can be found in Section 1.9 of the Illinois State Treasurer's Office (ISTO) Employee Reference Manual. If you have questions about whether your activities will be appropriate under ISTO policies and the law, contact the Ethics officer. If you are concerned about prohibited political activity at the Treasurer's Office, please contact the Office of Executive Inspector General.

DID YOU KNOW?

The most common mistakes State employees make regarding improper political activity involve misuse of email and misuse of time and telephones.

Violations of these rules are entirely avoidable if State employees are careful with their use of State time and resources.