

UNIFIED FIRE AUTHORITY BOARD POLICY MANUAL	
Chapter 2 <i>UFA Administration</i>	Section 7 <i>Hatch Act Compliance</i>

Relevant Information: The federal Hatch Act, 15 U.S.C. § 1501, et. seq. prohibits a state or local officer or employee, whose principal employment is financed 100% by federal funds, such as loans or grants from the United States or a Federal agency, from being a candidate for a partisan elective office. Under federal law, one becomes a candidate for a partisan elective office prior to actually filing for the office and occurs when preliminary steps are taken to establish a candidacy, not just when a formal announcement is made.

Policy Statement: It is the policy of this Board that a UFA employee must notify, in writing, his or her supervisor and the Chief Legal Officer of a possible candidacy prior to taking any preliminary steps to start the candidacy. If the Fire Chief desires to commence a candidacy for a partisan elective office, the notification shall be made to the Chair of the Board of the UFA and the Chief Legal Officer. The Chief Legal Officer, and in the case of the Fire Chief in consultation with the Board, will undertake an analysis of the employee’s job duties to determine if a potential Hatch Act violation may occur and, if so, if there is a reasonable method of adjusting such duties in order to be in compliance with the Act. It is the policy of this Board that a violation of the Hatch Act by an employee may result in termination in employment.