Please stand by for realtime captions.

Good afternoon everybody, this is Steffanie coming in for an audio check. If you can hear me, please set your status to agree. If not, please set your status to disagree. I am currently talking. So, if you cannot hear me, please set your status to disagree as I am showing you on the screen, so we can reach out and help you, and make sure that everybody can hear, for this session. We will get started in a little less than five minutes. Hopefully, you are all having a good day. Just some housekeeping things to go over. We will be taking attendance for this session. When you login, if you did not login with the format last name, first name, location, we do ask that you please log out, and log back in, with this format. That way, we can make sure that everybody is here, and gets counted. Again, last name, first name, location. If you logged in using the browser version of Adobe connect, you will need to completely close the browser, then log back in again. Unfortunately, your information will be cashed, and if you just close the window and then click on the link again, it will just log you right back in, the way you were before. So if you are in the browser version, you do need to completely close your browser. And then click the link for the meeting again. We are going to get started in about 3 1/2 minutes. Kevin or Allison would you like to come on into an audio check before we get started. While we wait for them I am doing a quick scroll, making sure everybody can hear. Alison I see you are and muted. Do you want to do an audio check.

Yes, this is Alison.

You're coming through a little faint. You might want to turn up your microphone, but otherwise you are clear.

Okay, thank you.

You're welcome. Kevin would you like to do an audio check as well?

[ Inaudible - static ]

and other couple words just so I can check.

[ Silence ]

One, two, three, happy to be here, just you and me.

You're coming through, I am hearing a little bit of an echo. I'm wondering if maybe your laptop speakers are turned up and getting caught by the microphone. You may want to turn your laptop speakers down if that is the case. But otherwise, you are loud and clear.

Okay, I will work on that.

Okay, we will get started in about two minutes as everybody is logging in. Just a reminder, make sure you are logging in with this format with the last name, first name, location. If you did not login this way, the way you can check, there is an attendees pod right above the chat. You can scroll through that, find your name, see how you logged in, if you cannot remember. We are asking you log out of the session and log back in using that format. We are going to be taking an attendance report, for this session. Another thing. If you notice your connectivity is a little poor, the way you can see that, there is a connectivity status up here in the top right. When it is green, it is good, but the closer it gets to read, the worse your connectivity is getting. If that happens or audio may get choppy. You may want to call in, using the phone line, over in the top left-hand corner of your screen. So, before we get started, I am going to do one last check, to make sure everybody can hear. So, if you can hear me, please set your status to agree. If you cannot, please set your status to disagree. As it shows on the screen. Want to make sure everybody can hear. If at any point, you experience any issues, please reach out to myself, or to Leigh Roberts. We are here to assist you with any troubleshooting or issues you might have during the session. We are going to get started in about five seconds. We can go ahead and get the recording started. And again, if you can hear me please set your status to agree, if not, please set it to disagree. Just doing one last scroll. It looks like I am only seeing green, no red. That is good. I'm going to turn it on over to Kevin.

Thank you, Steffanie. Good afternoon everybody and welcome to this months community of practice session. We will be covering the Hatch act. Which is an addendum, to the TMS training, you should have received earlier on the Hatch act. Also, at the end of this training, we will have an addendum, please don't leave after this training. We are enough to have personality from OGC who are leading this block of instruction, so you can have an opportunity to ask them any questions, that you may have been wondering about, in regards to the Hatch act. We know that it is close to election time. We realize that when we were planning this, and realized we should have done this earlier. But, we still got a chance to get it to you. We hope everybody will get some valuable information from this, going forward with this election cycle. Alison, are you prepared?

Yes.

Okay, I am turning it over to you.

Hello everyone. I apologize first, this is to be, my colleague George Bradford was going to present with me. George was in the path of a tropical storm, and he has been without power, without Internet, for quite a while. He was hopeful it was going to get turned back on. But as a 15 minutes ago, he was very low battery on his phone, and did not think it was going to happen. So I'm going to do my best, to keep attention to the questions and answers for those as they go along. My name is Alison Richards. I am with the ethics specialty team. Those who are unaware the ethics specialty team is in a division within the office of General Counsel, and we address questions of government ethics. Related to the standards of conduct, for employees of the executive branch. And also several criminal conflict of interest statutes. Along with a few other federal logs and regulations. One of which is the Hatch act which is what we advise employees on. I will just go through. So, this is just going to touch on what we are going to work on today. Understanding the Hatch act roles, how it impacts you, and identify where to go for advice and guidance. For those who are not familiar, the Hatch act was passed in 1939. It limits certain political activities of federal employees. It also impacts some states. Via local government employees, who work in programs that are federally funded. For us it really relates to federal employees for the reason that act was passed, was to ensure that programs are administered in a nonpartisan fashion, to avoid political coercion. And, to ensure that federal employees are advanced based on their merits and not their political affiliation. The statutes, for the act, are included there in the slide. So, the Hatch act is separated out into two groups. They call them the less restrict it employees, and the further restricted employees. For the vast majority of employees, that have been in the VA. What fall into the less restricted employee category. Those individuals may actively participate in partisan political management and campaigns. Subject to certain prohibitions. The further restricted employees have additional restrictions, related to active participation. Those include employees of certain intelligent enforcement agencies, and employees holding certain positions, such as career SES, contract appeals board members etc. For most of us in the less restricted employees, applies to everyone, and also applies to part-time or no compensation in place where you are still covered by the Hatch act, even if you are on annual leave, leave without pay, or furlough. There are some additional employees that are called special government employees are we have employees, that are on an occasional word regular basis, this comes up occasionally, some of the volunteers. Most of the volunteers RW OC appointments. There are a few that are sporadic individuals. They apply and agreed that the Hatch act only applies when they are conducting official business. What is political activity? For purposes of the Hatch act, there is lots of other definitions of the political activity. For the Hatch act, they define it as activity directed toward the success or failure of a political party, partisan group, or candidate for partisan political office. The easier way to look at what is not political activity. Nonpartisan activities of a civic, community, social, labor, or professional organization such as voter registrations for that is not political activity. Such as legislation, constitutional amendments, those generally are not partisan, political activity. So often we see these issues, like for example gun control. Black Lives Matter, women's march. Those are generally nonpartisan. The activity, they cannot include showing support or opposition, to a political party. Or candidate. Some of these activities can start as nonpartisan. And they may drift in the partisan, depending on what is occurring with the activity, what is discussed, etc. Other nonpolitical activities include taking an active part as a candidate, in support of a candidate in a nonpartisan election. You can very often, like city Council positions are nonpartisan. School board elections are nonpartisan. Some elections may start as nonpartisan, if a candidate were to say, I am part of the Democratic or Republican party. That would potentially change it to partisan. Those are some, where someone is not required to select, that they are with any particular party. It could also include serving as an election judge or clerk. Or performing nonpartisan duties as described by state or local law. So, what is it that all employees can do. All employees can register and vote, as you choose. You can display campaign signs at your home. You can display a political bumper sticker on your personal vehicle. You can do any of that even if you were to drive your personal vehicle to work. There are some restrictions with that, as long as it is not considered a campaign mobile, if you have just one political bumper sticker it is probably fine. If you had 30, you are going to start looking into the idea of the campaign mobile. You could be members of political clubs or parties. You could be a candidate for public office in a nonpartisan election. And you can campaign for or against referendum questions, constitutional amendments, or municipal ordinances. The way the restrictions come in, it relates to what you can do on duty, and in the workplace, which is why you cannot engage in political activity, while you are on duty. On-duty does include teleworking or official union time. It includes when you're in a government room or building. That which includes the break rooms, conference rooms, gems, cafeteria meeting offices. Includes any time you wear an official uniform or insignia, or if you are using a government vehicle. Those are all considered times when you are on duty and in the work list. Teleworking. This became more of a situation this year, because a lot of the federal government started teleworking. For purposes of the Hatch act, you are on duty for the hours you are working. That includes even if you are working from your home. It does not include your lunch break. You still have that time. It includes any time you're on a videoconference, or virtual communication. So you could not be wearing political clothing, or having partisan materials during that time. And we will talk about later about social media use. It is recognizing that you are well on duty for that time. So being mindful of your social media use with regards to political activity. Permitted activities for these are activities that are permitted as long as you are off-duty and away from work. Again, you cannot do any of these if you're on duty in the federal workplace. You can contribute money to political parties, campaigns, or partisan groups. You can attend political routing, rallies, fundraisers. You can sign nominating positions pretty can follow, like, or comment on the social media pages on the community for partisan office clinical party, or partisan group. Again, these are all things you can do off-duty away from work. You can do some of these during your lunch break. You could not do these activities, while you are in your duty time. That includes the following, liking, comment on social media pages. Our contributing money to a political party. So, prohibited activities. Permitted activities of less restricted employees. While off-duty and away from work. You can circulate nominating petitions. You can work as a campaign volunteer. You can distribute campaign literature. You can organize campaign events, you can speak on behalf of a candidate, even whole party office, you can serve as a delegate, you can organize party events, you can serve on a party committee. These are all things, off-duty and away from work. This is specific to less restricted employees. You are permitted to do all of these things.

What is prohibited from doing. You cannot any of any time even when on a leave or away from federal property, use your official authority, or influence to interfere or affect an election. That includes using your official title or position while engaged in activities. If you are away from work. And you continue to rally. I am Joe Smith the Department of Veterans Affairs. That is trying to use your official authority and influence. That is not permissible at any time. You cannot discourage participation in political activity if anyone has business before the agency. There was a recent, will give an example. This recently came up. This is a case, that the office of special counsel handled, regarding the post office. Someone came into the post office with their ballot. And the postal clerk, mentioned it is $.71 to mail unless you are Democrat. I'm never voting for those of vigils again, then it is five dollars per there was another person in the lobby that heard this, they had their ballots, and apparently was concerned their ballot would not be counted. So they left and went and mailed it at another location. That is the idea, that the postal clerk or any business before the agency. Now it was found to be a violation of the Hatch act. You cannot at any time, solicit or receive political contributions. There are certain situations involving federal layer, labor or employment situations otherwise you cannot receive contributions at any time. You cannot be a candidate for public office in a partisan election. If at anytime you declare party, or the party is being declared in the election. Even if you yourself may say I am not declaring my party. So. If I had to do some examples, to kind of give an idea so people can understand sort of how this applies. So, what I am going to do here, my next light is going to have some examples. I thought people could do the agree or disagree button. So, these are all various things that have shown up in the federal workplace. A GOP sticker, a conservative Republican pain. A bag that says women work, women vote for Democrats. And a sticker that says I vote for Democrats. If you think these items are permitted, select agree. If you think these items are prohibited, select disagree. Most people are heading disagree. Yes, these are not permissible when you are on duty or in the workplace. Even if you are teleworking, and you are on a videoconference call, you would not want to have one of these pains that are visible. You would not want to be having these on your clothes, when you are walking into the building. Those things would not be permitted. Here some other ones. The mom's demand action. And, this was a gun defense in America. I will say, that one will be permissible. It is looking at the issue, it is not to political activity, it is not in support of any specific partisan candidate or party. Bumper stickers, or things for Biden for president, or wearing the make America great again. That would not be permitted on duty or in the workplace. You could potentially have the bumper sticker on your car. Left in the parking lot, but you could not be wearing anything of that nature on the hat or inside the building. This one is tricky, it is potentially looking at a specific political candidate. So, you are kind of on the fence there. Is it really just about the issue, or is it potentially supporting one position, party, or candidate. Then we are going to go into some other examples. I am just going to go through them one by one. So I just say, select income if you think this is permitted, select agree. If you think it is prohibited, select disagree. A campaign sticker on a government vehicle. So, on a government vehicle is not permissible. It is not permissible on a government vehicle. There are situations where certain employees may be using their personal vehicles to conduct government business. In that case, you are supposed to cover the campaign sticker. So when it is being used as a government vehicle at that time, you have to cover the campaign sticker. For government vehicles themselves, there is never to be a campaign sticker on a government vehicle. The next example has shown up several times this year. Multiple candidate hats in the back of your personal vehicle parked on government property. Select agree if you think it is permitted. Or disagree if you think it is prohibited. This one is tough. I see sort of a combination, some states permit limited, prohibited, or permissible. It will most likely be prohibited. The office of special counsel is the group that handles actions under the Hatch act. They investigate the violations, and pursue if there is going to be penalties. Or other action. They have said, they look specifically at bumper stickers. As of the idea you can have them, but it cannot be a campaign mobile. One, okay. You could potentially have one for one candidate and another for another candidate. So if you had a presidential candidate, and a Senate candidate, you can do that. But if you start to get into multiple, it is moving to what they consider a campaign mobile. If they are here, there are multiple paths, there is a dashboard or back of the vehicle all for the same candidate, it would be considered a campaign mobile. You would have to remove, you can have the one hats, but you should not have multiple political items displayed. Handing the Canada flag out of the back of your personal truck parked on government property. With this be permitted, agree, or prohibited, disagree. Yes. The office has said this is considered a campaign mobile, if you were hanging the flag, or seen people, have them come on like a flagpole on the back of your truck. That is considered a campaign mobile. It would not be permissible. You would need to take the flag down. While parked on government property. This is applying to the employees. So, this law does not apply to veterans or guests. So, even though they park on federal property, those would not be the same thing. The next one is supportive Black Lives Matter. With this be permitted or prohibited. So, the Black Lives Matter pain is permitted. Black Lives Matter is not considered a partisan political group. By recent guidance, from the office of special counsel. It is essentially a movement, similar to gun control, or things of that. So individuals could wear those, it is come up, wearing a mask. Or having something within their signature line, that would be permissible. It could change still, if you're Black Lives Matter with, stands with Biden or something, then you are moving into, it is now moved to political activity. The next one is wearing a vote shirt while on a team's call. With this be permitted, agree, or prohibited. A vote shirt, would be permissible. You could not wear a shirt that says the make America great again, or if a shirt says vote for Joe Biden. But if you're just saying hey, get out and vote. That type of thing is fine, it is looking at an issue, not specifically a candidate. The next one comes up, we have this one quite a bit this year. Displaying a personal photo of the president during election season. Is this permissible? Select agree, or is it prohibited, select disagree. So, this one gets kind of interesting. Personal photos, sort of depends on the context for the photo. I will say right off, candidate photos, as long as they are the official photos of the president, those are permissible even if the individual is running for reelection. So, that is why you still see when you walk into a federal building, there is still the official photos of President Trump, the same thing when President Obama ran for reelection. Those official photos, are still displayed. They cannot be altered in any way, there are specific rules. The issue is personal photos, creates more of an interesting situation. A personal photo may be okay, so long as the photo was on display before the election season, so before the president declared they were running for reelection. The employee is supposed to be in the photo with the candidate. And it is a personal photo. It was taken at a personal event. It was not taken at a campaign event. So, if you happen to be friends with the president and they were at your wedding. That would be permissible to leave that up there. Those are some of the restrictions were there cannot be a political purpose for displaying the photo. I'm displaying it because this individual is my friend. Those are things to kind of consider. Again, this is when they are running for reelection. Some people have said. There is been photos of individuals with past presidents. President Obama, President Clinton, President Bush. Those are specifically fine, those individuals are not running for reelection. This many people anything about, especially teleworking. If you nothing about what is behind you, and you happen to have a video, a photo of the president, that could be a certain issue, depending on the context of when the photo was taken. If it can be seen in the background. The last one on this one is visiting a national park and wearing a candidate T-shirt. Is that permitted, select agree or prohibited select disagree. So, that one is permitted. It actually came up several times this year. The issue is, for a national park or museums the most, is considered a federal location it is federal property. The issue is, if it is a federal workplace, that applying to me because I'm an employee. You could do that, as long as, because you were off duty or in a federal location but you are away from your duty, and your workspace. You have to be careful, if you were there for any official business or anything of that nature. You should not be wearing a candidate teacher.

The neck situation that is,. As you know the law was passed in 1939. There was not social media in 1939. I do not think it is even on the radar. This is created a new situation, for applying the Hatch act. In terms of the Hatch act, email, texting, blogging or using social media for political activity is a violation, even if you're in a personal device or email while you are on duty or in the workplace. Sharing or forwarding content authored by a candidate partisan group or directing the success or failure of a candidate group while on duty or in the workplace. Liking or following social media pages of a candidate while on duty in the workplace. Sharing the liking of post-the solicits political contributions. At any time, and using a social media page in your official capacity. If you have your position or you say work of the Department of Veterans Affairs, and I am Joe Smith, with, you know. That would be fine. If it is just in your profile. The issue would be, is if you would run a VA page like public affairs, there should be no political activity on there. Or, if you are trying to use your official capacity such as, I am commenting on this as Joe Smith, of the VA. Then, that would be a potential issue. Within your social media you are totally fine to express opinions about a cart, partisan group or candidate. As long as you are not on duty or in the workplace. This still includes honor to personal devices. If you are using, if you're at home, and you are on your phone, and you are not on lunch. And, you use your phone to start talking about partisan political candidates. That is potentially, you are still on duty. He should not be referring to the title or position when you are talking. And you cannot suggest, or ever ask anyone to make political contributions. There is additional restrictions for those further restricted employees, that I will not go into detail here. If you are in my group, there is lots of information on the office of special counsel's page.

I have another group on whether social media is permitted or prohibited. On your personal social media, your supervisor forwards political pages to subordinates while off-duty. The supervisor sends a page to a group of subordinates, regarding a partisan political candidate. Is this permitted, select agree or is this prohibited, select disagree. This was a little bit split, too. The question is who exactly did they forwarded to. This is a supervisor who forwarded to all. Like all of their friends on Facebook. There's likely know how check violation. Ever they just send it to a subordinate employees, which is happened before. They specifically selected people and included the subordinates. That would be a Hatch Act violation. The next one, is an individual tweets a message for political contributions onto an employee social media. With that be permitted, agree, or prohibited, disagree. So, the issue that has come if it is a third-party tweeting, exactly, someone said depends. So that is the situation. If it is a third-party tweeting the message and they happen to tag you. You cannot control third parties. Specifically, unless he were trying to control that person. That would be okay. The issue would be as if you forwarded it or retweeted it, or scented outs, with the soliciting. Then you have a Hatch Act violation. So if it is just that someone put it on your page. For a political, hey, donate to this group. You are likely not going to have an issue, unless there is some reason to think you specifically directed the person to do that. Or you re-share the information. So, the next one is an employee Alexa presidential campaign page, while on lunch. Is this permitted, agree, or prohibited, disagree. So, most people said this is permitted, it is. As long as you are on lunch. You could not do the same thing, while you are on duty. So the issue is, just to be clear, you are on lunch. You're off duty during that period. That is the thing with people teleworking. Be very mindful of when I am on duty and when I am off duty. If I'm okay on lunch, after work or before work. It is not okay while you are on duty. The final one that is, more and more. Displaying a campaign logo, or saying vote for, so and so. As part of your cover photo, on your Facebook account, or your profile picture. Would that be permitted, select agree, or if it is prohibited, select disagree. Most folks are saying agree. It is agree. Totally fine. The issue that people need to think about, though. Is that, if you get on social media, while on your workday, let's say you are just posting, you're going to repost a picture of your kid. The idea, as you are potentially doing political activity because your profile picture is associated with that. The cover photo is less of an issue. But the profile pictures there. So even though you are posting a photo that says hey, here is what my kids dressed up for Halloween. You also have this thing that says vote for whoever. If you are doing that while on duty, that it can potentially be looking to you that you are engaging in partisan political activity. Even though the content may have nothing to do with partisan activity. It is something to look at. That picture keeps usually getting sent out, with that. Be careful about what you are doing, on social media, while on duty. Are things that people need to think about. So, the next issue is fundraising. As you know, you can never, federal employees cannot solicit, accept or receive political contributions at any times, by any means. So, these are situations, that we have had,. Example, inviting others to a fundraiser hosting one. That's not permissible. You can attend a fundraiser. But you cannot invite others, or host it. So even if it went outs, that's, if you are listed as a host. Even if it is not at your home, that would be considered you hosting a fundraiser. If it is an event that has come is not seeking political contributions that is totally fine. Otherwise, that is not permissible. You cannot share or like fundraising posts on social media. You most likely cannot serve as the treasurer for partisan campaign. Usually treasures in some context are accepting, receiving political contributions. If you can find a way to do that without having to do that. And that would be potentially okay. I just haven't seen it yet. Under the issue of working on a phone bank. This could be totally fine if you're just encouraging people to go out and vote. That is fine. But if you are taking contributions or requesting them, then it would not be okay. If you are just trying to tell people hey, want you to get out and vote for this person. You can do that. If it turns into accepting or receiving or soliciting contributions it would not be permissible. Another situation that comes up, his candidacy. The issue, his candidacy can be an employee collecting signatures for fundraising. That is where the Hatch Act, would begin. We are farther down the process. I did a presentation on something similar, and Washington. At one point, our governor was running as a candidate, for a presidential candidate. During that time. All the restrictions like the Hatch Act, all the personal photos of him would've had to come down and people's office. Once he was no longer candidate than they could go back up. Those things apply when someone is in the process of running for candidacy. It kind of areas, for example presidents that run for reelection. They may declare at different times. Some declare quite early, some declare later. It starts applying when the person says they're running for that office. Even with our governor now. Even though he stopped the presidents campaign, he did switch it to a governors campaign. The liberals would apply. Those can kind of trigger when things happen. For all federal employees. They themselves cannot be candidates for public office in a partisan election, I've had employees before will I would like to run for the Senate. You cannot do that, when you are a federal employee. It does not matter if you want to see you in Independence, or no political party. You are permitted to be a candidate for public office in a nonpartisan election. We have a number of employees that serve on school boards, city councils. Those positions, where you do not have to declare. In some states, for example if you are running for a sheriff position, does not require declaring an affiliation with a political party. If at some point, someone does bring partisan, they bring nonpartisan and they say that they are going to come I am running now as a Democrat, your opponent, that starts moving it into a political activity. Moving forward, that is when we say people should reach out to the office we should figure out how to address that situation. You can be a candidate for a party office. You could work with a party group. You can even serve as a secretary or some type of position in those groups. Serving those rooms, you just cannot serve in a partisan election. The situation has come up quite a bit this year. Working as a poll worker on election day. This is not prohibited, from a purely nonpartisan election, this is on behalf of a state or local government. Some of this can vary by the state. And what they require the individual to declare. Some jurisdictions you are required by your political party. So, that can impact specifically for the restrictions. Sometimes you can only declared on the application. Not at the specific event where you are working as a poll worker. If you would have declare, then there would be an issue. On behalf of political party. This is less restrictive, further restricted cannot do this. You have to be off duty. There are some rolls out there. That is not considered off duty. So, those are going to be things that apply. Oh wait, author's absence would be okay. Annual leave could be fine. You could even be compensated on unauthorized absence. You have to be on leave. You cannot be being paid basically twice. So those are things people would need to take into consideration. If anybody is wondering, they can ask, they put out a pretty detailed explanation on this. So we also have it on our VA client sites, if this comes up. I know a lot of people has already been happening. If a lot of people comes up close, and you have questions. So, then for Hatch Act, these are just the penalties that apply. Employee who violates the Hatch act, to arrange discipline actions, include removal from federal service. A reduction in grade, debarment from federal employment, suspension or civil penalty not to exceed $1000. There are little bit separate rules. I just saw, I went through, some examples. Sometimes I kind of look at these, and you think employees would know. I just have some recent ones, that have come up. An example, these are all facts. OSC investigated in, discipline was put in place. A Navy employee was the chairman of the Republican Party. Which is fine. However he created and used to social media pages of licit political contributions which is not okay, because it cannot solicit or receive that. Then he had thousands of county priority related documents on his Navy desktop. While he was at work him he was using his computer to download, draft edit, and publish partisan political material. Including updating the party Facebook page. That was a $1000 fine, and a three-year debarment from federal employment. An employee of another agency contacted the office of special counsel asking if they can serve in a leadership position in a political party, which again is fine. But then the employee authorized creation of the social media page with their name and image. The social media page that was created with the political parties solicited political contributions. That is not permissible, because specifically their name and images on the page looks like similar to the idea of hosting a fundraiser. This person also cohosted a fundraiser. That was a 120 day suspension without pay. I mentioned to the post office employee earlier, who talked about, $.71 to mail your ballot but five bucks if you're in another party, that was a 10 day suspension without pay. Then there was another situation another employee of another agency. He made multiple Facebook postings over a period of several months in support of various candidates, the employee was warns, and more than one occasion not to make political social media posts from their government computer, continue to do so. That was a 30 day suspension. It seems to be, that you are originally going to get sort of a warning. The idea like, if you have too many bumper stickers. It is going to be, we need you to remove the additional bumper stickers for the issue really will come up if the employee does not follow that request. They are going to look at the whole picture. They look at that with the social media and things like that. Most of these, it is like this is a continued pattern. This is a pretty civic and pattern to move, where disciplinary action was occurring. I have this for reference where folks can go for advice. As we say in our team, if you are ever in doubt ask for the advice before taking any action.

The supplies with any government ethics issue. Getting advice from us, can result in a safe harbor, as long as you disclose fully, the relevant facts. Here's the information, these are just links for our ethics specialty team. We are divided by districts. See you can advise which district for where you would live who you would contact. We have an EFC client SharePoint. We continue to update. Has a lot of information on Hatch Act. We have been posting a lot of things recently that is come out as we get closer to the election and our announcements. Just certain things, that of been showing up. We keep that updated with things that are new and current, we had quite a bit a few things, that came up with COVID. Especially with giftgiving and things of that nature. The office of special counsel is the group that handles the Hatch Act. They have a really good website. It has some fabulous FAQs, it is very detailed on the social media use, with examples. And what is permissible and what is prohibited, that folks can look at. If they ever have questions. Instead think about, if they are looking to be a candidate. What you can and cannot do in the workplace. They've continued to keep that updated. In the recent poll guidance as well. Finally here, is for questions, and there is my email. There is George's email as well. Once he has power. I know he is more than willing to help, too. Hopefully he gets that sometime later today. Again, you can reach out at any time. And ask. So, people have questions. I think there is a chance. And I know there is also a Q&A pod, which I'm happy to answer any questions that folks may have.

[ Silence ]

Does anyone have any questions for Alison? Okay Alison, looks like you answered every possible question anybody could've had with your presentation. So I want to thank you for taking time out of your busy day to present us with this information. Because, I am definitely sure you answered a lot of questions, people wondered, was that permissible or not. You provided me with a lot of information that I did not know. I want to thank you again on behalf of the office of talent management. And human resources technical training. And, that is it for your portion of this program, Alison. Thank you, so much.

Thank you, I appreciate it. Again, if anyone has questions please reach out at any time. Thank you.

Okay, so now we are going to go into the OS 306 with Miss Beverly, who is going to be our presenter for this portion. Reminder, that the Hatch Act PowerPoint, is available for you to download. In this Adobe connect format. Beverly, are you ready?

I am ready.

It is all you.

Thank you. Good afternoon everyone. I was asked to give a refresher, to everyone, regarding to the declaration of federal employment form. Most people are familiar with this form, especially when you are hiring. This is one of the forms that is required for our applicants to complete, prior to coming on board. Some, we just wanted to make sure that everyone is completing the form, with those applicants prior to prescreening. And, if there is any yes on the form, or particularly questions 9-13, we need to make sure you know to find your suitability team so they can review the form, adjudicate it. Prior to going through the screening process. So, the form itself is basically asking for basic information. Section 1, the person just needs to fill out their complete name. Which includes their middle name, and if they do not have a middle name, they can always say, put in the comments, no middle name. Just abbreviation. The Social Security number. When you're reviewing the forms, just make sure the person did not transpose the numbers. Because that happens a lot. Want to make sure the person includes their place of birth. As well as check off whether they are a citizen or not. And to the date of birth. One of the common mistakes people have is because a lot of times they may be rushing to complete the forms, or they are really excited. They may give us a proper month-end today. But the year may be off. Sometimes, you will know it right off hand, they may put something in there like 10/29/2020. Which is today. You know they were not born today. If you find that error, make sure you notify the applicant to correct the error before proceeding in the process. In addition, they want to make sure they give us all the names, they may have used in the past. As well as a contact number, for daytime and nighttime. We share this information with OTM, as well as, the defense calendar intelligence. We want to make sure everything is completed thoroughly. And if they're registered for selective service. As for the hiring specialist. You need to verify, that if it is a male, they have registered for selective services. Is to go to the selective service system. Put in the Social Security number, the last name, the birthday. They give you the registered and what the registration code is. If they have not registered, and their past 26 years old. They need to get an exemption left, letter from selective services. If there is a time period where they can register, I would encourage them, or you can encourage them to register. And they can present the documentation to you, showing they have done so. They need to register for a federal government job. For military services. Number eight's, if they have served in any type of active duty. They need to complete this portion here. They tell you the branch service they were enrolled in. When I started, when they stop in the type of discharge. That is going to be important, the type of discharge. Especially if you are hiring for the employment. For questions nine through 13, this is particularly, to let your suitability team know if they answer yes. To anyone of these questions. And particularly, what we are looking for, we are looking for thorough information. And to see if anything is currants, if anything can be mitigated. Or see if this may prohibit them for, receiving that firm offer. Number nine basically asked, during the last seven years, have you been convicted, been in prison, been on probation or been on parole. If the answer yes. Part of that response is, then it includes the date that they were convicted, when they are going to play some explanation of the violation. Place of occurrence, and the name and the address of the police station or the court that was involved in the situation. Number 10. Have you ever been convicted by a military court martial. In the past seven years. The first question criminal, always ask for seven years. Again. If they answer yes, we need detailed information, particularly, what the date occurred, what the situation was. The place of occurrence. The name of the artist in the military authority. And the point involved. If they fail to provide you with this information. They're going to ask for more detailed information. We want to make sure they at least answer the basics. Number 11. Are you currently, under charges, for violation of law. If they say yes, again, we want the detailed information. The date of the violation, the place of the violation. And what the charge was. Dependent on the response from number 11. We may have to rescind the offer, we may have to go, it depends on the seriousness of the charge. Number 12, we are looking at five years. During the last five years, have you been fired for any job for any reason, did you quit after being told he would be fired. Did you leave any job by mutual agreement because of specific problems, or were you debarred from federal employment from the office of personal management. What any other federal agency. If they check yes. They are looking for thorough response. There is a third page here. If they do not have enough space. And, number 16, for the explanation, they can always go into the next page, to complete the information. Whenever a suitability specialist come back to you, asking for the SS 50. That is probably because we're trying to verify some information. That the employee submitted. And were on number 12. Number 13. Are you delinquent on any federal debt. Includes delinquencies arising from federal taxes, loans, overpayment of benefits, or any other debts to U.S. government, for a federal guarantee of on short loans, such as home mortgage loans. We are just looking at federal debts. Not so much the personal debt at this point. So, if they owe anything, we need them to let us know. What type of low, loan they have own aunt. When they went into defaults, and what they plan on doing to correct the debts. These are things that we are going to be looking at thoroughly, whether we can proceed with the process. Number 14, it is not a suitability question. However, it is one is HR hiring specialists you should be looking at here that is basically whether the person had any relatives in the government. Specifically do they have any relatives working on the unit that they are going to be assigned to. Whether their mother is a supervisor there and they're going to be coming in as an employee, those are things you want to look at, you may want to bring to your HRC director.

Once the suitability team reviews them, and they see information like that, we may bring it to your knowledge, as well. Number 15, again this is a hiring specialist question. Did you receive, or have you ever applied for, retirement paid pension, or other retirement pay based on military or federal civilian or District of Columbia government service. The question is not a suitability issue. We look at things from a suitability standpoint. That is something the hiring specialist me need to know, especially when you're processing that case. We want to make sure, that the individual reviews number 17. Because they certify that everything on this form is to the best of their knowledge. Want to make sure they sign it, electronic signature is fine, and dated. Once they are on boarded, and the applicant changes some information. Please let us know, as soon as possible. So we can go back and follow up with the applicants, and get additional information if needed. It could be something that happened in between the process, or could've conveyed something the person may have forgotten to tell us about. Which may affect their eligibility. We want to make sure that you bring it to our attention. If the person has been employed by the federal government before, and they left. Number 18 a. We just need another day that they left services. So that we can follow up, to make sure, that we know exactly why, whether it may be a resignation or not. So that we can verify the person wasn't determined prior to coming into our agent. It is a check and balance to make sure everyone catches everything we need to do. Anyone have any questions about the OS 306? Again, I want to emphasize is hiring specialist. Anyone answers questions yes to questions 9-13 after you offer them a tentative offer, please send the form to your suitability team, so they can review it and make the proper determination before going through the prescreening. Okay. If there is no questions I do not have anything else, Kevin.

Okay, thank you Beverly. This ends our community practice for this month. I want to thank all of you for your participation today. It is greatly appreciated. If you guys got any topics, that you would like to see. As part of our community apprentice program. Please send me an email and let me know. I think you all, and have a great rest of your day.

[ Event concluded ] This message is intended only for the use of the Addressee and may contain information that is PRIVILEGED and CONFIDENTIAL. If you are not the intended recipient, you are hereby notified that any dissemination of this communication is strictly prohibited. If you have received this communication in error, please erase all copies of the message and its attachments and notify us immediately.