



## Personnel Policies

CITY OF WESLACO,  
TEXAS

### SOLICITATION AND DISTRIBUTION

Originally Approved:	02/21/2006
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We want every City employee to work in an environment free from unnecessary and inappropriate distractions. Toward that end, while employees are in work areas during working hours, they must avoid actions which may distract others.

While employees are working, they are prohibited from selling merchandise, requesting financial contributions, distributing any pamphlets or literature not related to their job, or any other type of solicitation or distribution not related to their jobs. This includes the unauthorized posting of bulletins, notices or advertisements on City bulletin boards, or on any other City means of communication, including its e-mail, intranet and internet systems.

Individuals who are not employed by the City are prohibited from distributing material or soliciting City employees on City grounds any time. Employees should notify their immediate supervisor or any manager if they are solicited or subjected to prohibited distribution of literature, whether in person, through the City's mail system or by e-mail.