

Community Relations
Series 1000

Policy Title: Promotions and Solicitations Prohibited Code No. 1003

Policy Statement

The Board of Directors protects the integrity of the Agency's public purpose by prohibiting the activities of staff and the use of facilities that do not serve that purpose.

Scope of Policy

Non-employees are prohibited from conducting the following activities:

1. Solicitation of funds.
2. Distributing materials not directly related to the public purpose or mission of Heartland AEA.
3. Solicitation of or by individuals for personal sales purposes.
4. Activities that would interfere with the normal operation of Heartland AEA.

Employees are prohibited from conducting activities not relevant to the mission of Heartland AEA unless it is done before or after working hours and during break times.

Accountability Overview

All employees annually certify that they have access to and are responsible for adhering to this policy as outlined in the staff handbook.

Legal Reference:

Iowa Code § 279.8.
Iowa Code §§ 20.7; 68B; 301.28.

Date of Adoption:

October 13, 1975

Reviewed: 2/9/93

Amended: 3/9/93, 9/8/98, 11/05, 8/25/14, 5/8/18, 11/9/21