



Political Activity Request Form

(Please refer to TCSG Procedure on Political Activity prior to completing this form)

SECTION I – TO BE COMPLETED BY EMPLOYEE

Employee Name: _____

Job Title: _____ Work Unit: _____

Please Complete if Seeking a Public (Elective) Office:

Position Sought: _____

Description of Duties: _____

When will the election or appointment take place? _____

What is the term of the Office? _____

Would the Office be: Full-time _____ or Part-time _____

Will there be any possible conflict with your TCSG position? _____

Please Complete if Seeking a Position/Office with a Political Party or Political Organization:

Name of Organization, Political Group, Committee, etc. _____

Description of position or office and duties to be performed: _____

Are you requesting permission to be a delegate to a political convention?

Yes _____ No _____ If Yes, describe potential duties _____

Will there be any possible conflict with your TCSG position?

Yes _____ NO _____ If Yes, describe the conflict _____

I understand that as an employee of the Technical College System of Georgia, I am not permitted to participate in any form of political activity that is contrary to federal or state laws, rules or regulations or, TCSG policy. Further, I acknowledge that I have read the TCSG policy on Political Activity and, to the best of my knowledge, the above stated information is accurate as it pertains to my political activity.

Employee's Signature

Date

SECTION II. For Completion by the Commissioner, Technical College President, or his/her Designee:

Is the requesting employee's principal employment connected with an activity financed in whole or in part by loans or grants from the Federal Government, including military grants/loans?

Yes _____ No _____

Would the employee's appointment or election create an actual conflict of interest or give the appearance of a conflict of interest regarding the duties and responsibilities of their current position?

Yes _____ No _____ If Yes, the rationale is as follows: _____

Request is: **Approved** _____ **Denied** _____

If denied, reason(s) for denial: _____

Signature

Date