



**POLITICAL ACTIVITIES QUICK-REFERENCE GUIDE
FOR PRESIDENTIAL APPOINTEES**



	ALLOWED	NOT ALLOWED
TITLE	+ You may be referred to as “The Honorable” and as a “special guest”	- You may not be referred to by your Government title or as a host of the event.
FUNDRAISERS	+ You may attend and speak at a fundraiser.	- You may not ask for funds. - You may not host a fundraiser. - You may not invite people to a fundraiser.
GOVERNMENT VEHICLES	+ If you are the Secretary, you may use a Department car to attend a political event, if paid for in advance.	- You may not use a Government car to go to or from a political event (unless you are the Secretary)
GOVERNMENT STAFF	+ Your staff may list political events on your schedule. + A staff person may accompany you to a political event (including trips) as a Commerce liaison to do agency work (if necessary).	- Your staff may not do advance work for a political event. - Your staff may not draft speeches. - You may not use official speeches for political events. - Your staff may not do political work for you.
TRAVEL	+ You may engage in both political and official events during a trip if costs for the political portion are paid in advance.	- You may not schedule official trips for political purposes. - You may not travel on corporate aircraft.
MEETINGS	+ Under Commerce policy, only the Secretary may hold political meetings in a Government office.	- You may not hold a political meeting in an agency office (unless you are the Secretary). - You may not invite a subordinate to a political meeting.