



POLICY – PO301

Employees Running for and/or Elected to Public Office

Area: People & Culture
Source: Chief Human Resources Officer

Approved: January 5, 1998
Revised: November 9, 2015; November 5, 2018; May 25, 2026

1. Introduction

The Board recognizes that public service to our school boards, municipality, province, and nation is a worthwhile endeavour and that those who serve in public office make an important contribution to society. Service to others within the community reflects Gospel values and aligns with the faith traditions, beliefs, and teachings of the Catholic Church.

2. Definitions

Nil

3. Purpose

The purpose of this policy is to provide a framework to allow employees leaves of absence without pay for the purpose of campaigning for public office and for fulfilling elected terms of office.

4. Application / Scope

This policy applies to all employees of the Durham Catholic District School Board seeking election to public office at the municipal, provincial or federal level.

5. Principles

5.1 The Board:

- 5.1.1 recognizes that employees should be allowed the necessary time to campaign and to complete their term of office, where applicable, and be eligible for a job-protected, unpaid leave of absence.

- 5.1.2 encourages employees to seek public office in order to be collaborative contributors to the democratic process.

6. Requirements

- 6.1 The Director of Education shall issue administrative procedures to support this policy and amend them thereafter as the need may arise.
- 6.2 If elected, the employee shall be granted, if so requested, a leave of absence without pay for the term of office to which the person was elected. Where the employee wishes to seek an additional term any leave of absence request is at the sole discretion of the People & Culture Department.
- 6.3 The employee shall be politically neutral while undertaking duties at work.
- 6.4 This policy is subject to the terms of the applicable collective agreement or the terms and conditions of employment contract, as the case may be.
- 6.5 Board resources, property, or influence must not be used to support an employee's campaign or elected role.

7. Sources

- 7.1 [Municipal Elections Act](#)
- 7.2 [Election Act](#)
- 7.3 [Canada Elections Act](#)

8. Related Policies and Administrative Procedures

- 8.1 [Employee Conflict of Interest Policy \(PO317\)](#)
- 8.2 [Employee Conflict of Interest Administrative Procedure \(AP317-1\)](#)
- 8.3 Employees Running for and/or Elected to Public Office Administrative Procedure (in drafting)