

Which employees may you talk to about the PAC?

You can only discuss most details of the PAC, like the value of the PAC, the benefits of joining the PAC, how the PAC supports your organization and how to make a contribution to the PAC with “eligible employees.” Eligible employees are those that fall into the following categories:

- The corporation’s executive & administrative staff (staff with policy-making, managerial, professional, supervisory responsibilities)
- Stockholders
- Families of both groups

Those who cannot be solicited for the PAC (and who you cannot discuss the benefits and value of the PAC with) are the following:

- Hourly employees
- Salaried employees that do not meet the above criteria
- Foreign nationals (employees must have a green card to be solicited for the PAC)

What can you say about the PAC when in front of a group that may contain non-eligible employees?

What you can say about the PAC to a group that contains non-eligible employees is limited. You may only make statistical, historical or factual statements about the PAC (see below). You cannot say that the PAC is important, that the PAC is great or the benefits of the PAC with this audience. These are all considered solicitations under federal law and are therefore illegal.

What you may discuss with non-eligible employees present	What you may discuss when <u>only</u> eligible employees are present
<ul style="list-style-type: none">• Statistical• Factual• Historical <p>(i.e. “We have a PAC,” “We supported 35 candidates in the 2012 election,” “We raised \$500,000 in 2013”)</p>	<ul style="list-style-type: none">• Asking for money• Sharing of membership benefits• Identifying goals of the PAC• Adjectives & adverbs about the PAC (the PAC is great, the PAC is important, etc.) <p>(i.e. “Support the PAC,” “Join the PAC to attend this event,” “The PAC supports candidates to educate them on important issues”)</p>

What should you avoid saying when discussing the PAC?

You may tell eligible employees that it is important to contribute to the PAC and the PAC is vital to the success of the company. You should not:

- Characterize the PAC as helping to gain access to candidates.
- Say that the PAC helps get laws passed.
- Solicit any employees that report to you for the PAC, as this is more likely to invoke concerns of coercion.

- Suggest that giving to the PAC will help an individual advance in the company, or that not giving will hurt an individual in any way.
- Be coercive in asking for contributions.
- Require that anyone give a set dollar amount. Just as it is an individual's choice to contribute or not contribute, it is also their choice to contribute any amount up to the \$5,000 limit.
- Imply that this is a charitable drive of any sort.