

RUNNING FOR OFFICE

If you have questions, contact the Conflicts of Interest Board's Attorney of the Day
by phone at (212) 437-0707

or by email at aod@coib.nyc.gov.

All communications are confidential. www.nyc.gov/ethics

These restrictions are found in [Chapter 68 of the New York City Charter](#), New York City's conflicts of interest law.

The Rule: You may not use City time or City resources to engage in a campaign for political office and may not use your City position to ask others to support your campaign.

- **“City time”** is all the time when you are required to work for the City, both your scheduled work hours plus additional time when you are clocked in to your City job, such as during overtime. All campaign work must be performed when you are off the clock, including during your lunch hour, or by using during annual leave, comp time leave, or flex time. Check with your supervisor on how to document your time if you seek to clock out to participate in a campaign activity during your normal City work hours.
- **“City resources”** include your City email account, computer, official social media accounts, email lists, logos, phone, office supplies, equipment, vehicle, or staff. Some examples:
 - You may not use your City computer to send a campaign email, even if you use your personal email account.
 - You may not use your office's official X account to promote campaign events.
 - You may not use your City email account to contact campaign volunteers or staff.
 - You may not print campaign flyers on your office printer.
 - You may not copy your office's email list to your campaign's distribution list.
- You may identify your **City title** as part of your campaign biography and may explain how your experience as a public servant qualifies you for elective office, just as you would for any other job interview.
- You may not ask your **City subordinates** to volunteer, work for, or donate to your campaign. However, your subordinates are free to make an unsolicited donation, volunteer for your campaign, or work for your campaign.
- During your campaign, you may be required to take a leave of absence, pursuant to your agency's internal rules or the Mayor's personnel directive. To find out whether such a requirement applies to you, contact [your agency's ethics liaison](#).
- If you have been designated by your agency as having [“substantial policy discretion,”](#) you may not solicit campaign contributions, and others may not solicit campaign contributions on your behalf, for your campaign for Mayor, Comptroller, Public Advocate, Borough President, or Council Member.