



Board Adopted Policy

Policy Title:	Solicitation or Distribution		
Effective Date: 03/20/2014	Review Cycle: Three (3) Years		
Board Approval Date: 03/20/2014	Review Date:		
Review Date: 04/17/2017	Review Date:		
Review Date: 06/16/2020	Review Date:		

I. Application: Authority wide

II. Intent: The Benzie Transportation Authority (BTA) seeks to eliminate the possibility of disrupting operations and to maintain a good working atmosphere.

III. Procedure: Solicitations of any nature or distribution of literature by an employee during working hours and in the course of performing his/her job assignment are prohibited at all times, unless directed or approved by the Executive Director or his/her designee.