


<b>Category:</b>	Workplace	<b>INCA Community Services Personnel Policy</b>  
<b>Sub Category:</b>	Health and Safety	
<b>Effective Date:</b>		
<b>Revised Date:</b>		
<b>Forms:</b>		
Responsible:		
<b>Solicitations on Agency Property</b>		
<b>Policy</b>		
Solicitation of or by employees, volunteers, or visitors, in or on Agency premises is prohibited, except for those activities specifically approved by purchasing procedures or for activities approved by the Executive Director.		
<b>Dissemination of Policy</b>		
The policy will be made available to all employees through the agency's website. The agency will educate and train employees and supervisors regarding the policy and any conduct that could constitute a violation of the policy.		