



Office of the  
Director-General


# Republic of Liberia CIVIL SERVICE AGENCY (CSA)

*"Ensuring Merit and Efficiency in the Public Service"*



## CIRCULAR MEMORANDUM

TO : All Heads of GoL Spending Entities

FROM : James A. Thompson   
Director-General

SUBJECT: **Political Campaign/Participation Leave for Civil Servants**

DATE : May 25, 2023


I present my compliments and write to inform all Civil Servants wishing to join the official list of candidates to be elected into public office must abide by the following as indicated in Chapter 7.2.9 of the Standing Order for the Liberian Civil Service:

- a) A Civil Servant who is certified by the Elections Commission and is a bona fide candidate will be required to take a leave of absence **without pay** during his/her campaign period which officially begins with the publication of the official list of certified candidates by the National Elections Commission. The period of **Campaigning/Political Leave** will end when the results of the elections are published.
- b) A candidate, if unsuccessful, and if he/she chooses, may return to his/her original position held as a Civil Servant prior to the Elections campaign, consistent with **Section 3.4.8**, or another position of equal grade and remuneration as applied in **Section 3.4.9b** of the Standing Orders for the Civil Service.
- c) If the [unsuccessful candidate] employee does not return to work within 14 days after the publication of the Elections results, the regulation stated in Section 3.4.16 (Unauthorized Absence) shall apply. For example, the absence will be considered by the Heads of all GOL Spending Entities as a resignation.

The unsuccessful candidate wishing to return to his/her position as stated in Section (C) above, must make a written request to his/her Agency Head and send a copy to the Director General of the Civil Service Agency immediately following the publication of Elections results, which is when the days of absence will begin to be counted.

This regulation, which is intended to protect the tenure of service of classified civil servants, will take effect as soon as the National Elections Commission (NEC) publishes the list of candidates for Presidential and Legislature Elections.

Every Employee of Government shall ensure that his/her participation in political activities does not bring him/her in conflict with his/her official duties, as stated in Part V (5.10 Avoidance of Conflict- Politics and Work) of "An Act Prescribing a National Code of Conduct for all Public Officials and Employees of the Government of the Republic of Liberia".

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