

Human Resources Branch Memorandum

SUBJECT: Precinct Election Board and Voting Time Off	NUMBER: HRB 20-036
DISTRIBUTION: CDFW ALL	DATE ISSUED: November 3, 2020
	EXPIRES: Until Superseded

☐ Action Required

☒ Informational Only

☒ Control Agency Directive

Purpose

The purpose of this memorandum is to inform California Department of Fish and Wildlife (CDFW) employees that all state workers are entitled to receive paid time off for Precinct Elections Boards (poll worker). Additionally, employees who do not have time to vote during non-work hours are entitled to time off to vote.

Authorities

- California Election Code Section 14000
- Government Code Section 19844.7
- California Code of Regulations, title 2, Section 599.930
- Bargaining Unit Contracts

California Code Section 14000

California Election Code Section 14000 grants time off for employees who don't have time to vote during non-work hours. **Since polls usually open at 7 AM and close at 8 PM, most State employees have enough time to vote outside of work hours.**

- The law allows employees who don't have enough time to vote during non-work hours up to two hours of paid time off to go vote. You may be allowed more time to vote, but only two hours of it will be paid.
- If you're eligible for this time off, it will be granted at the beginning or end of your regular shift.

Precinct Election Board (Poll Worker)

An employee who is appointed as a member of a Precinct Election Board and takes approved time off from state employment to serve as a member of that Precinct Election Board on Election Day shall receive payment of his or her regular wages or salary for that Election Day. The employee does not forfeit any compensation received for his or her service as a Precinct Election Board member

Resources

- [ATO for Precinct Election Board and Voting Time Off](#)
- [Election Information on the Secretary of State's Website](#)

Contact

If you have any questions or need additional information, please contact your assigned [Personnel Specialist](#) or Veronica Boles at (916) 824-4197.