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COMMONWEALTH OF KENTUCKY
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Carol M. Palmore
Secretary

September 11, 2003

MEMORANDUM **PERSONNEL MEMO 03 – 13**

TO: Cabinet Secretaries
Agency Heads
Personnel Executives

FROM: Carol M. Palmore, Secretary

SUBJECT: Notice of General Election

The Office of the Secretary of State has advised us that there will be a general election in Kentucky on **Tuesday, November 4, 2003.** There are candidates of each political party seeking statewide office on the ballot in every county and a few unexpired term judicial races in various counties.

In accordance with Ky. Const. Section 148, KRS 118.035 and the voting leave regulations, 101 KAR 2:102, Section 7 and 101 KAR 3:015, Section 7, all employees who are entitled to vote, otherwise scheduled to work during the hours that the polls are open, and request leave in advance shall be granted four (4) hours of leave to do so. Employees voting absentee may be granted this leave, if an advance request is made on the day they appear before the clerk to apply for the absentee ballot.

KRS 118.035 states that any qualified voter who exercises his right to voting leave but fails to vote under circumstances that did not prevent him from voting may be subject to disciplinary action. Any employee selected to serve as an Election Officer is entitled to leave with pay to attend training and for service as an Election officer, provided that such leave is requested in advance. KRS 118.035(4). If you have any questions, please direct them to Daniel F. Egbers, General Counsel for the Cabinet at (502) 564-4460.

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