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ERWIN ROBERTS
SECRETARY

MEMORANDUM **PERSONNEL MEMO 04-16**

TO: Cabinet Secretaries
Agency Heads
Personnel Executives

FROM: Erwin Roberts, Secretary

DATE: November 23, 2004

SUBJECT: Local Option Election — Philpot West Precinct – H-103 of Daviess County

A local option election has been ordered to be held on December 7, 2004 in the Philpot West Precinct of H-103 in Daviess County.

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 except as noted below.

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. An employee appointed to serve as an Election Officer may receive voting leave not to exceed a total of seven and one-half (7.5) hours for a designated election 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 Mark Honeycutt, General Counsel for the Personnel Cabinet at (502) 564-4460.