

VOTING LEAVE

~~An employee may be permitted two hours of paid leave to vote in a local, state or national election if the employee's working hours begin less than two hours after the opening of the polls and end less than two hours before the closing of the polls. If you need to take time off to vote, you should notify your supervisor of your plans no later than the day before the election. Proof of attendance at the polls may be required.~~

RAILS believes that it is the responsibility and duty of employees to exercise the privilege of voting in elections. In accordance with this philosophy, RAILS will grant its employees approved time off to vote if necessary due to work schedules.

All employees should be able to vote either before or after regularly assigned work hours. However, when this is not possible due to work schedules, an employee may be permitted two hours of paid leave to vote in a local, state or national election if the employee's working hours begin less than two hours after the opening of the polls and end less than two hours before the closing of the polls. If you need to take time off to vote, you should notify your supervisor of your plans no later than the day before the election. Time off for voting should be reported and coded appropriately on employees timesheets. Proof of attendance at the polls may be required.