



Ramsey County Elections

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TO: Employers in Ramsey County

FROM: Ramsey County Elections

SUBJECT: TIME OFF TO SERVE AS AN ELECTION JUDGE

The Minnesota election law provides that persons who are appointed to serve as an election judge must be provided with time off from work without loss of salary. An election judge who has been appointed to serve must provide you with a written notice at least 20 days prior to election day.

As an employer, you may restrict the number of persons who are excused from work to serve as an election judge to no more than 20% of the total number of persons at a work site. You may also choose to reduce your employee's salary by the amount paid by our office for the time that your employee will be away from work while serving as an election judge. The written notice submitted by your employee will include our rate of pay.

Please note that your employees are not required to take vacation or personal leave in order to serve as an election judge.

If you have any questions concerning this matter, please feel free to contact us at elections@co.ramsey.mn.us or at 651-266-2171.

MINNESOTA STATE STATUTE 204B.195 - TIME OFF FROM WORK TO SERVE AS ELECTION JUDGE

An individual who is selected to serve as an election judge pursuant to section 204B.21, subdivision 2 may, after giving an employer at least 20 days' written notice, be absent from a place of work for the purpose of serving as an election judge without penalty. An employer may reduce the salary or wages of an employee serving as an election judge by the amount paid to the election judge by the appointing authority during the time the employee was absent from the place of employment.

The written request to be absent from work must be accompanied by a certification from the appointing authority stating the hourly compensation to be paid the employee for service as an election judge and the hours during which the employee will serve. An employer may restrict the number of persons to be absent from work for the purpose of serving as an election judge to no more than 20 percent of the total work force at any single worksite.